

Mission Township Board of Supervisors Meeting
September 14, 2026, at 7:00 PM
AGENDA

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.

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 Crosby-Ironton Schools Update	Rick Aulie, Superintendent	Update
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 – August 10, 2026 - Approval of claims - Accept Crosslake Police Report - Review & Action – Town Correspondence	All	Motion
6.0	Town Operations Reports 6.1 - Clerk 6.2 –Treasurer 6.3 - Cemetery 6.4 - Fire Department - Equipment maintenance agreement - Resolution No. 2026-12 6.5 - Park/Park Committee - Equipment purchases status 6.6 - Planning & Zoning - Phillips Variance – 31511 Old Bridge Road 6.7 - Roads/Roads Committee 6.8 - Transfer Station - Bids to demolish/remove shed	Naomi Scott Kari Alcock Erik Lee/Naomi Scott Chief Mattheisen Chief Mattheisen Bob Steele Bob Steele/Jim Peterson Bob Steele Jon Auge Jon Auge Jon Auge/Dave Hauser Erik Lee Erik Lee	Report Report Report Report Update Motion Report Update Report Motion Report Report Motion
7.0	Updates & Action Items 7.1 - Town Hall Building Maintenance Update/Quotes 7.2 – Website Redesign Project 7.3 – Letter to Chris Pence on Parcel 77290629 7.4 – Letter to Gary Griffin on Tax Forfeit Land Sales Process 7.4 - Planning Commission Membership	Erik Lee Jon Auge/Naomi Scott Jon Auge Jon Auge All	Update Update Motion Motion Update

8.0	Announcements	All	Information
9.0	Adjournment	Jon Auge	Motion

Future Meetings:

Meeting	Date	Time	Location
Annual Road Inspection	10-07-2026	10:00 AM	Town Hall
Roads Committee Meeting	10-08-2026	5:00 PM	Town Hall
October Regular Town Board Meeting	10-12-2026	7:00 PM	Town Hall
Fire Department Monthly Meeting	10-13-2026	8:00 PM	Town Hall

Future Action Items:

Timing	Action	Owner
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 - Amendment in-process
Plan for Treasurer replacement	Q4-26	- Interim treasurer appointed - Ballot initiative approved & filed
Redesign township website	Q4-26	- Proposal accepted-work in-process
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

Ranger Nation Strong Foundation

Investing in Crosby-Ironton Schools



Rick Aulie, Superintendent

Fall 2026

Our Vision

Empowering students for lifelong success.

Our Mission

Learning Through Relationships.



Passage of 2025 Operating Referendum

- \$1.5 Million / Year (\$1,500/student) for 10 years
- On a \$400,000 House - 300/month
 - New Seasonal/Recreation Tax law - \$157/month (-\$143)
- Seasonal Tax Base Replacement Aid (one time) - \$348,000



Referendum **Approved**

What does that mean?



- ✓ Restore the **district's fund balance** to 7% or higher. (26/27 - 9%)
- ✓ Maintain **manageable class sizes**. (low to mid 20's)
- ✓ **Attract and retain talented staff**. (11 new hires)
- ✓ **Sustain elective courses** and provide **adequate classroom supplies and materials** for teachers.
- ✓ **Preserve student support services**.
- ✓ Keep our **buildings and grounds** safe, clean, and well maintained.
- ✓ Continue offering a **wide variety of extracurricular programs**.
- ✓ **Provide stability** so that educators can focus on instruction instead of responding to constant cuts.

Crosby-Ironton Strategic Plan Winter & Spring - 2026

1. Parents, Families, Staff, Student Input Sessions
2. Hundreds of surveys
3. 5 Community Input Sessions
4. Focus Areas of Crosby-Ironton Schools
 - ✓ Student Achievement
 - ✓ Staff & Student Support
 - ✓ Communication, Outreach, Marketing, Recruitment
 - ✓ Finance
 - ✓ Facility



PERMANENT SCHOOL TRUST FUND



A photograph of several young students in a classroom. In the foreground, a girl with glasses and a denim vest is smiling at the camera. Behind her, other students are focused on their work. The image is partially covered by a green overlay on the right side.

EVERY MINNESOTA PUBLIC SCHOOL STUDENT IS PART OF A TRUST FUND.



STUDENTS FIRST.
IMPROVE THE TRUST.

This fall all Minnesotans can vote to pass a constitutional amendment modernizing how Minnesota's Permanent School Fund supports students, schools, and communities.

Without raising existing taxes or costing Minnesotans more money.

**ANNUALLY,
THE
PERMANENT SCHOOL
FUND AMENDMENT CAN
BRING**

\$596,569

**FOR TACONITE ASSISTANCE AREA
SCHOOL DISTRICTS**

This fall Minnesotans can vote to pass a constitutional amendment modernizing how Minnesota's Permanent School Fund supports students, schools, and communities.

**Without raising existing taxes or
costing Minnesotans more money.**



**STUDENTS FIRST.
IMPROVE THE TRUST.**

**MORE
INFORMATION
HERE!**



www.minnesotaPSFamendment.org

Educational materials provided for you by the Minnesota School Boards Association and the Range Association of Municipalities and Schools.

**WHAT THIS MEANS FOR
TACONITE ASSISTANCE AREA SCHOOL DISTRICTS**

	BEFORE THE AMENDMENT	AFTER THE AMENDMENT	INCREASE
Aitkin	\$67,025.63	\$99,471.23	\$32,445.60
Chisholm	\$44,050.67	\$65,374.61	\$21,323.94
Cook County	\$30,049.73	\$44,596.13	\$14,546.40
Crosby-Ironton	\$66,929.51	\$99,328.58	\$32,399.07
Greenway	\$67,566.23	\$100,273.52	\$32,707.29
Grand Rapids	\$267,147.45	\$396,467.52	\$129,320.07
Nashwauk- Keewatin	\$37,920.07	\$56,276.32	\$18,356.25
Lake Superior	\$86,384.12	\$128,200.73	\$41,816.61
Ely	\$34,932.82	\$51,843.01	\$16,910.19
Hibbing	\$145,544.88	\$215,999.88	\$70,455.00
Mountain Iron-Buhl	\$39,791.36	\$59,053.46	\$19,262.10
St. Louis County Schools	\$126,595.41	\$187,877.40	\$61,281.99
Mesabi East	\$58,616.75	\$86,991.80	\$28,375.05
Rock Ridge	\$159,830.09	\$237,200.24	\$77,370.15



\$33 MORE PER
STUDENT
STATEWIDE



**NO NEW
TAXES**



**ELECTION DAY
NOV. 3**

Questions?

Thank you for your time and support of our schools!



STAY CONNECTED

Follow Crosby-Ironton Schools on:

 @CrosbyIrontonSchools

 @isd182ci

 @ciscooldist

 www.youtube.com/@RangerNation-GOCICO

Superintendent Rick Aulie

at rick.aulie@ci.k12.mn.us or 218-545-8817.



Mission Township Regular Meeting Minutes
August 10, 2026, Meeting - 7:00pm - Mission Town Hall



Present – Chair Jon Auge; Supervisor Bob Steele, Supervisor Erik Lee, Treasurer Kari Alcock, Fire Chief Bret Mattheisen, Clerk Naomi Scott, Park Committee Member Jim Strampe and Park Maintenance Worker Tim Moody. No one participated via Zoom.

1.0 Call to Order, Pledge of Allegiance & Roll Call – J. Auge called the August 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 Approval of the Agenda – Motion by J. Auge to approve the agenda as presented, second by E. Lee. Voice vote with all Supervisors voting aye. Motion passed.

3.0 Open Forum - No comments were received.

4.0 Presentations - None

5.0 Consent Agenda – *Items are reviewed in advance by the board, and any supervisor may request discussion of any item.*

- Approval of minutes – July 13, 2026, July 14, 2026, and July 30, 2026 minutes approved as presented.
- Approval of claims – Total = \$31,979.50.
- Accept Crosslake Police Report
- Review and action – Town Correspondence – None for action.

Motion by E. Lee to approve the consent agenda, second by E. Lee. Voice vote with all Supervisors voting aye. Motion passed.

6.0 Town Operations Reports – Written reports available on the township website.

- 6.1 **Clerk** - Reviewed report.
- 6.2 **Treasurer** – Reviewed report. Budget charts show spending is below budget.
- 6.3 **Cemetery.** Verbal report.
- 6.4 **Fire Department** – Reviewed report. Discussion about insurance for Fire Relief Bouncy House at the 8/15/26 Fire Department Open House. Not likely covered under town's policy, but Chair Auge will check with MATIT. Center picnic on 8/22/26, the Fire Department will be doing a demonstration. Breezy Point Firefighters Convention on 9/17-9/19, three firefighters would like to attend. B. Steele made a motion to approve registration for up to four members to attend, second by J. Auge. Voice vote with all Supervisors voting aye. Motion passed. \$20,422 was donated to the Fire Relief Association from their recent solicitation mailing. DNR payment of \$31,893.75 was received by the township as reimbursement for the Flanders Fire. Chief Mattheisen requested the Board terminate firefighter Jon Bachman for lack of attendance. B. Steele made a motion to terminate Jon Bachman, second by E. Lee. Voice vote with all Supervisors voting aye. Motion passed.
 - Equipment maintenance agreement postponed to next meeting.

6.5 Park/Park Committee.

- Crack sealing of the tennis courts deferred to Spring as the contractor is unable to complete the work at this time. Jim Strampe suggested acknowledging Park Volunteers in upcoming

Newsletter which will be addressed by B. Steele. B. Steele continues to explore grants for the equipment purchases approved in July by the Board prior to making the purchases.

6.6 - **Planning & Zoning** – Reviewed report.

6.7 - **Roads/Roads Committee** – Reviewed report. Anderson Brothers work will be done by the end of September.

6.8 - **Transfer Station**

- Request for bids to demolish/remove the shed will be posted on the website. Discussion occurred on security at the Park and Transfer Station based on minor vandalism and unwanted entry. Will be considered at a future meeting.

7.0 Updates and Action Items

7.1 – **Town Hall Building Maintenance Update/Quotes.**

- Guttering in front of Fire Department and west side of Town Hall and roof water damming in valleys will be addressed this year.

7.2 – **Website Redesign Project Contract.** The Board reviewed the proposed contract. J. Auge moved approval of the contract, second by B. Steele. Voice vote with all Supervisors voting aye. Motion passed.

7.3 – **Resolution 2026-11 Governing Write-in Vote Counting.** The chair presented the proposed resolution which covers how write in votes are recorded for town elections going forward. B. Steele moved adoption of resolution 2026-11, second by E. Lee. Voice vote with all Supervisors voting aye. Motion passed.

7.5 – **Planning Commission Membership.** The Board discussed the value of expanding the Planning Commission membership. It was suggested we might solicit names in the Fall newsletter.

8.0 – Announcements.

9.0 Adjournment – J. Auge made a motion to adjourn the August 10th, 2026, Regular Township meeting, second by B. Steele. Voice vote with all supervisors voting aye. Motion carried and the meeting was adjourned at 8:03 pm.

Respectfully Submitted,

Naomi Scott, Clerk

Attest: Jon Auge, Chair

*****August minutes are unapproved until the September 14th Regular Township Meeting *****

Date Range : 9/14/2026 To 9/14/2026

<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>
09/14/2026	Kari Alcock	Mileage Reimbursement	11464	\$29.00	100-41125-331-	GENERAL GOVERNMENT	\$29.00
09/14/2026	Bolton & Menk, Inc.	I#0404377(7/18/26-8/14/26) & I#0401752(6/6/26-7/17/26)	11465	\$929.50	420-43050-303-	R & B ADMINISTRATION	\$929.50
09/14/2026	CTC-446126	Invoice #11493901 Town Hall September phone and internet	11466	\$228.58	100-41125-321-	GENERAL GOVERNMENT	\$228.58
09/14/2026	CWC Highway Department	Invoice #10829	11467	\$405.90	225-42210-231-	Fire Administration	\$405.90
09/14/2026	Crow Wing Power	July & August Electric for Town Hall and Park	11468	\$940.51	100-41125-381- 229-45010-381-	GENERAL GOVERNMENT Culture-Recreation Administration	\$823.59 \$116.92
09/14/2026	Elan Financial Services	Credit Card - All receipts included	11469	\$2,472.42	229-45010-309- 100-41125-201- 100-41125-318- 229-45010-220- 225-42210-233- 225-42210-201-	Culture-Recreation Administration GENERAL GOVERNMENT GENERAL GOVERNMENT Culture-Recreation Administration Fire Administration Fire Administration	\$72.00 \$417.44 \$540.00 \$19.99 \$700.00 \$722.99
09/14/2026	Fire Catt, LLC	Invoice #18285 Fire Hose Testing	11470	\$2,855.27	225-42210-238-	Fire Administration	\$2,855.27
09/14/2026	Minnesota Association of Townships	Invoice #PS-INV104109 2027 Dues	11471	\$602.72	100-41125-355-	GENERAL GOVERNMENT	\$602.72

Date Range : 9/14/2026 To 9/14/2026

<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>
09/14/2026	Midwest Captions	118658-Webhosting, Domain name renewal & Website Training/Updates	11472	\$304.00			
					100-41125-309-	GENERAL GOVERNMENT	\$304.00
09/14/2026	Timothy Moody	Reimbursement for Park Supplies	11473	\$7.38			
					229-45010-235-	Culture-Recreation Administration	\$7.38
09/14/2026	Northpoint Emergency Training	Invoices: #1389-\$399; 1391-\$399; 1396-\$399 Hybrid Courses	11474	\$1,548.00			
					225-42210-233-	Fire Administration	\$1,548.00
09/14/2026	Minnesota Fire Service Cert Board	Invoice #15312 Fire I Mattheisen & Wolkenhauer	11475	\$262.00			
					225-42210-233-	Fire Administration	\$262.00
09/14/2026	Optimal Yardscapes, LLC	#2132. Cemetery June, July & August mowing, 8/19 Cremation & Maintenance	11476	\$2,560.00			
					100-49010-405-	Cemetery	\$260.00
					100-49010-390-	Cemetery	\$2,100.00
					100-49010-406-	Cemetery	\$200.00
09/14/2026	M&R Services	Spring Mowing of Ditches	11477	\$5,355.00			
					201-43050-390-	R & B ADMINISTRATION	\$5,355.00
09/14/2026	Saehr Consulting	Invoice # August	11478	\$797.50			
					100-41125-319-	GENERAL GOVERNMENT	\$797.50
09/14/2026	Naomi Scott	Clerk Reimbursement for August media and mileage	11479	\$118.05			
					100-41125-321-	GENERAL GOVERNMENT	\$47.00
					100-41125-331-	GENERAL GOVERNMENT	\$71.05

Date Range : 9/14/2026 To 9/14/2026

<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>
09/14/2026	The Tee Hive	Order #1587954 Flanders Fire Pullovers	11480	\$420.00			
					225-42210-229-	Fire Administration	\$420.00
09/14/2026	Town Law Center PLLP	Bill Number 1530 & 1602	11481	\$2,229.00			
					100-41125-304-	GENERAL GOVERNMENT	\$2,125.00
					100-41125-304-	GENERAL GOVERNMENT	\$104.00
09/14/2026	Waste Partners, Inc.	Sanitation Administration Invoice 68X03094	11482	\$193.36			
					100-41125-395-	GENERAL GOVERNMENT	\$55.27
					100-43210-395-	Sanitation Administration	\$109.98
					100-45010-395-	Culture-Recreation Administration	\$28.11
09/14/2026	Xcel Energy	Statement #983931604 - July & August Gas Bill	11483	\$103.65			
					100-41125-383-	GENERAL GOVERNMENT	\$103.65
09/14/2026	PERA-Public Emp Retirement Assoc	Mission Township 6329000 PERA	11484	\$398.40			
					100-41125-121-	GENERAL GOVERNMENT	\$398.40
09/14/2026	MN Dept of Revenue	Mn State Taxes & MN Leave-Paid Electronically via PPI	11485	\$90.10			
					100-41125-136-	GENERAL GOVERNMENT	\$24.46
					225-42210-125-	Fire Administration	\$10.00
					225-42210-136-	Fire Administration	\$36.22
					229-45010-136-	Culture-Recreation Administration	\$6.60
					100-41410-136-	Elections	\$12.82
09/14/2026	IRS-Internal Revenue Service	IRS-Paid electronically via Paper Plan-it	11486	\$2,022.70			
					100-41410-125-	Elections	\$297.52
					100-41125-125-	GENERAL GOVERNMENT	\$567.64
					225-42210-125-	Fire Administration	\$1,004.40
					229-45010-125-	Culture-Recreation Administration	\$153.14

Date Range : 9/14/2026 To 9/14/2026

<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>
09/14/2026	Payroll	Payroll-Direct Deposit-paid electroncally via Paper Plan-it	11487	\$10,792.70			
					225-42210-103-	Fire Administration	\$4,867.19
					100-41430-103-	Clerk & Treasurer	\$1,680.22
					100-41110-103-	Council/Town Board	\$948.43
					229-45010-103-	Culture-Recreation Administration	\$896.73
					100-43210-103-	Sanitation Administration	\$552.07
					100-41125-103-	GENERAL GOVERNMENT	\$60.73
					100-41410-103-	Elections	\$1,787.33
Total For Selected Claims				\$35,665.74			\$35,665.74

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



Crosslake Police Department
Mission Township
Monthly Report: August 2026

Agency Assist	3
EMS	1
Fire	1
Motorist Assist	2
Traffic Warning	56
Traffic Citation	7

TOTAL: 70



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

2026	2025
Agency Assist – 3	Agency Assist – 3
EMS – 1	Background – 1
Fire – 1	Driving Complaint – 1
Motorist Assist – 2	Hazard In Road – 1
Traffic Warning – 56	Motorist Assist – 2
Traffic Citation – 7	Property Damage Accident – 1
	Suspicious Vehicle – 1
	Traffic Warning – 55
	Traffic Citation – 34
	Warrant Service Attempt – 2

TOTAL: 70

TOTAL: 101

2026 Year to Date: 447

2025 Year to Date: 603

TOWN TAXES VOTED

DUE DATE: September 30, 2026

TOWNSHIP OF:
Mission

STATE OF MINNESOTA
COUNTY OF CROW WING

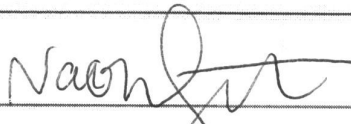
I HEREBY CERTIFY that at the Annual Town Meeting held in the above Township on the 10th day of March, 2026, (or at the continuation meeting held on _____), the following amounts were voted to be raised by taxation of said Township for the taxes payable in 2027.

PURPOSE	LEVY
TOWN REVENUE	\$ <u>210,100.00</u>
ROAD & BRIDGE	\$ <u>99,354.00</u>
GENERAL FIRE FUND	\$ <u>129,000.00</u>
OTHER <u>Parks</u>	\$ <u>36,350.00</u>
OTHER <u>Capital Improvement</u>	\$ <u>115,000.00</u>
OTHER _____	\$ _____
TOTAL TAX CAPACITY BASED LEVY	\$ <u>590,104.00</u>

*** Include a copy of the resolution or meeting minutes that show the approved levy***

Please provide the following information that will be shown on the Truth in Taxation Notices.

Contact Person: Naomi Scott
Contact Address: PO Box 126, 29474 County Road 3
Merrifield, MN 56465
Contact Phone #: (218)765-4377
Website Address: missionTownship.org



Town Clerk Signature

04/28/2026

Date



Naomi Scott <missionclerk@gmail.com>

2027 Levy Certification

Melonie Flaws <Melonie.Flaws@crowwing.gov>
To: Mission Township <missionclerk@gmail.com>

Tue, Apr 28, 2026 at 3:45 PM

Thanks!

Melonie Flaws

Tax Coordinator

Office: (218) 824-1010

Direct: (218) 824-1302

www.crowwing.gov

Land Services

322 Laurel Street Suite 15
Brainerd, MN 56401

Excellent customer service is our top priority. Please let me know if I was helpful!

Customer Service Survey



Our Vision: Being Minnesota's favorite place.

Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.

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From: Naomi Scott <missionclerk@gmail.com>
Sent: Tuesday, April 28, 2026 3:42 PM
To: Melonie Flaws <Melonie.Flaws@crowwing.gov>
Subject: Re: 2027 Levy Certification



TOWNSHIP OF MISSION
ATTN: CLERK
P O BOX 126
MERRIFIELD, MN 56465

July 31, 2026

Subject: Administrative Consolidation of Tax Parcels

Dear LANDOWNER,

Your tax parcels have been consolidated due to property lines bisecting structures. Your tax parcels were consolidated into one parcel to increase the efficiency of County operations. Starting in 2027, you will receive only one tax statement for the land previously taxed under the parcel identification numbers listed below.

Your remaining parcel identification number is: **77190550**

The tax parcels that were consolidated are:

77190551, 77190550, 77190549

The consolidation does not impact your ownership of your property. If needed, please contact your escrow company with the updated information above.

If you have 2026 taxes due on any of the parcel listed above for this calendar year, you are still responsible for payment in full of all taxes on all of the listed parcels for this year. The consolidation will reduce your number of tax statements starting next spring, 2027.

If you have questions regarding this letter or consolidations, please contact the Land Services Department at 218-824-1010.

Sincerely,

Maggie Young

Maggie Young
Senior Operations Specialist
Land Services Department
218-454-7472

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

Gary Griffin, Director
Land Services Department
322 Laurel Street, Suite 15
Brainerd, MN 56401
Office: (218) 824-1010
Fax: (218) 824-1126
www.crowwing.gov

COURI & RUPPE, P.L.L.P

Michael C. Couri*
Robert T. Ruppe**
Mark S. Allseits

**Also Licensed in Illinois*

***Also Licensed in California*

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705 Central Avenue East
PO Box 369
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(763) 497-2599 (FAX)
www.couriruppe.com

August 18, 2026

Mission Township
Attn: Town Clerk
Mission Town Hall
P.O. Box 126
Merrifield, MN 56465

Re: Legal Service Rate Increase

Dear Town Clerk:

Please note that effective January 1, 2027, our hourly rate will be increasing to \$295 per hour for all general legal work and to \$325 per hour for all development work (this amount is passed through to the developer for payment related to work done on their plat). Please feel free to contact our office if you or any member of the Town Board has any questions regarding this matter. Thank you.

Sincerely,



Kathleen H. Budish
Couri & Ruppe, P.L.L.P.



Kelsey A. Hopps, County Attorney
Crow Wing County Attorney's Office
213 Laurel Street, Suite 31
Brainerd, MN 56401
attorney.office@crowwing.gov
Phone: 218.824.1025 Fax: 218.824.1026

August 11, 2026

Mission Township
Jon Auge
29474 County Road 3-PO Box 126
Merrifield, MN 56465

RE: State of Minnesota vs. Eric Joseph Makowski Budrow
Court File Number: 18-CR-25-3876

Dear Mr. Auge:

Please be advised that the above-named defendant has pled guilty and was sentenced on July 30, 2026, with the following outcome:

See attached Disposition.

If the sentence includes jail or prison time, you have the right to be notified of the defendant's release. If the defendant has been sentenced to serve time in the local jail, you may contact the jail at 218-822-7050 for notification. If the defendant has been sentenced to a term in prison, you may contact the Department of Corrections at 651-361-7200.

Sincerely,

Brent Peterson, Assistant County Attorney
County Attorney's Office

BP:ls

Enclosure

Our Vision: Being Minnesota's favorite place.

Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.

State of Minnesota
Crow Wing County

Filed in District Court
State of Minnesota
08/04/2026

District Court
Ninth Judicial District
Court File Number: 18-CR-25-3876
Case Type: Crim/Traf Mandatory

Criminal Restitution Order

State of Minnesota vs ERIC JOSEPH MAKOWSKI BUDROW

Defendant's Date of Birth: 10/26/1979

Pursuant to Minn. Stat. §611A.04 and the sentence imposed by the Court on July 30, 2026:

IT IS HEREBY ORDERED, that Eric Joseph Makowski Budrow, whose address is 33280 County Road 28 Motley MN 56466, shall pay restitution in the amount of \$2833.60 to the Court Administrator of Crow Wing County.

Defendant shall pay in full within seven (7) days of Sentencing or shall develop a restitution payment schedule which shall be incorporated into any probation agreement made herein, all pursuant to Minn. Stat. §611A.045, subd. 2a.

The persons entitled to restitution and the amounts are as follows: (Attach additional sheets if necessary)

NAME(S) OF VICTIM(S)	ADDRESS	AMOUNT(S)
Jon Auge	Mission Township Board Chair PO Box 126 Merrifield MN 56465	\$2833.60

The court administrator shall apply any payments made by defendant to the restitution obligation before the fine or any other financial obligations imposed in this case.

By the Court:

Kristine DeMay
DeMay, Kristine
2026.08.04 13:18:14
-05'00'

Judge of District Court

Dated

State of Minnesota
Crow Wing County

District Court
Ninth Judicial District

Court File Number: 18-CR-25-3876

Case Type: Criminal

State of Minnesota,
Plaintiff

vs.

ERIC JOSEPH MAKOWSKI BUDROW,
Defendant
Date of Birth: October 26, 1979
Gender: Male

Sentencing Date: July 30, 2026

Order

CASE CHARGES

Count	Statute	Description	Disposition
1	609.43(2)	Misconduct Public Officer/Employee-Exceed Authority	Dismissed
2	609.43(4)	Misconduct-Public Officer/Employee-Make False Document Penalty Statute: 609.43 - Misconduct of Public Officer or Employee	Convicted

TERMS OF DISPOSITION OR SENTENCE: COUNT 2

Offense Description: Misconduct-Public Officer/Employee-Make False Document
Offense Date: November 08, 2022
Level of Sentence: Gross Misdemeanor
Sentence is a stay of imposition pursuant to Minn. Stat. 609.135.
Successful completion of probation will result in a misdemeanor conviction.

SENTENCE DETAILS: COUNT 2

Monitoring

Ordered on July 30, 2026:

- Defendant is placed on unsupervised probation for 2 years, monitored by Administrative Process.
- Monitored by Diversion Solutions

Conditions

Ordered on July 30, 2026:

Defendant must comply with the following conditions:

- Remain law-abiding and of good behavior.
- No same or similar offenses.
- Pay any supervision fees and follow all rules of Diversion Solutions.

Service

Ordered on July 30, 2026:

- Defendant is ordered to perform community work service for 20 hours.
- Provide proof of completion to Diversion Solutions.

FINES / FEES: COUNT 2

Fines/Fees	Amount	Adjustment	Amount Due	Due Date
Restitution	\$ 2,833.60		\$ 2,833.60	July 30, 2026
Fine	\$ 915.00		\$ 915.00	July 30, 2026
Criminal/Traffic Surcharge	\$ 75.00		\$ 75.00	July 30, 2026
Law Library Fees	\$ 10.00		\$ 10.00	July 30, 2026
Subtotal	\$ 3,833.60		\$ 3,833.60	

This Fee information only relates to Count 2. Any Due Date may be affected by a payment plan. Due within 7 days, outstanding bail to be applied to Restitution.

FINANCIAL SUMMARY**Fines/Fees Due: \$ 3,833.60**

The amount due may not reflect all payments and credits, or all restitution owed. Visit <https://mncourts.gov/PayFines> to make a payment or to view updated balances or payment information. Contact court administration with any further questions.

The court may refer the entire amount due on this case for collection if you fail to make any scheduled payment, and collection costs will be added. You have the right to contest a referral for collection based on inability to pay by requesting a hearing no later than the due date. Minn. Stat. § 480.15, subd. 10c; 609.104.

Date: _____

 DeMay, Kristine
2026.08.05 10:56:51
-05'00'

Kristine R. DeMay
Judge of District Court

What is Restitution?

Restitution is the money a Judge may order an offender to pay to the victim of a crime. A restitution order is part of the Court's criminal sentence of an offender. The amount of restitution must be based on the victim's verified losses that were the result of the offense and the offender's ability to pay.

What is a Civil Judgment?

A civil judgment is a final court decision and order resulting from a civil lawsuit, often requiring one of the parties to pay a specific sum of money to the other party. Civil judgments are different and separate from criminal prosecutions. Minnesota law has simplified the process for crime victims. A civil judgment is enforceable for 10 years and can be renewed.

How Does a Restitution Order Become a Civil Judgment?

Judges can order the restitution converted into a civil judgment if the offender has not paid in full and the offender's probationary period is expiring. Crime victims can file an Affidavit of Identification of Judgment Debtor along with a copy of the Restitution Order to start the Civil file for the amount owed to them. This process can be done immediately after the Order for Restitution has been Ordered.

What is the Advantage of a Civil Judgment?

Once a civil judgment is docketed, it can appear on an offender's credit record. The judgment may prevent the offender

from being able to finance a car or buy a new home until he or she pays the judgement. A civil judgment may also become a lien on any real estate currently owned by the offender in this county. If the property is sold during the lifetime of the judgment, the purchaser may not obtain clear title unless the lien is paid. You may have to take further action to secure payment under these circumstances.

How is a Civil Judgment Docketed?

The *Affidavit of Identification of Judgment Debtor* must be filed with Court Administration. Court Administration can help answer questions however they cannot give you legal advice or help fill out forms. If you need information on the offender, you can come to Crow Wing County Court Administration and they will direct you to a location that you can look for the needed information. The form can be located at www.mncourts.gov/forms. Form Number JGM104. An Affidavit of Identification of Judgment Debtor may be filed in person or by mail at:

Crow Wing County Court Administration
213 Laurel Street, Suite 11
Brainerd, MN 56401

If filing by mail, be sure to include a cover letter stating that you are filing these documents to docket a civil judgment. It is helpful to include a copy of the Restitution Order.

The fees for docketing a civil judgment, which result from a restitution order, are waived by law for crime victims.

You will be sent a final copy of the civil judgment once it has been docketed. It is up to you to enforce the judgment/lien. Court Administration will not take any further action to enforce your judgment.

How is a Civil Judgment Collected?

Obtaining a civil judgment does not automatically result in collection of the money from the offender.

Collecting restitution can cost in excess of \$57 in court fees. Therefore, you should consider the amount of unpaid restitution and whether the offender has the ability to pay. Collection matters can be complicated. Although it is not required, you may want to hire an attorney to attempt to collect the money.

To collect the money on your own without an attorney, you will need to know where the offender works, has a bank account, or other assets. If you know where the offender works or has a bank account, you may order a *Writ of Execution* from Court Administration for a fee. A Writ of Execution is a legal document authorizing the Sheriff to collect money from the offender's wages (garnishment) or bank account. The Writ of Execution must be issued in the county where the bank or employer is located. The Sheriff's Office will serve the Writ of Execution for a fee.

If the employer or bank account of the offender is not known, you may file a *Request for Order of Disclosure* with the Court.

This form can be located at www.mn.courts.gov/forms. You must wait 30 days after the judgment has been entered to file this form.

The Court will issue the *Order for Disclosure* and mail it to the debtor (the offender) along with a Financial Disclosure Form. The debtor is allowed 16 days to complete this form and return it to you. It is your responsibility to supply the Court with a current address for the offender.

If no response is received from the offender, an *Affidavit in Support of An Order to Show Cause* may be filed and a court hearing scheduled. A Judge will issue an *Order to Show Cause* which directs the offender to appear in court on the date indicated. It is your responsibility to see to it that the offender is personally served with the Order to Show Cause. The Crow Wing County Sheriff's Office will serve this document for a fee or anyone other than you may also serve it. The Affidavit in Support of An Order to Show Cause must be served on the debtor personally. **It cannot be left at his/her residence with anyone else.** The debtor will be required to appear at the hearing and complete the *Financial Disclosure* form or provide a good reason for not doing so. If the debtor fails to appear, the Judge may issue a *Writ of Attachment* which is a warrant for the debtor's arrest. There is a fee for issuing the Writ of Attachment. There is also a fee charged by the sheriff for serving the Writ of Attachment on the debtor.

What Happens When Some or All of the Debt is Collected?

If the judgment is **paid in full or in part** by the offender, **it is your obligation** to file a Satisfaction of Judgment or Partial Satisfaction of Judgment. This form can be located at www.mn.courts.gov/forms. A Satisfaction of Judgment must be filed with the Court along with a fee. This must be done within 10 days if paid in cash or within 30 days if paid by check.

Important Phone Numbers:

Crow Wing County Attorney's Office
(218) 824-1025
Crow Wing County Court Administration
(218) 824-1310
Crow Wing County Sheriff's Office
(218) 829-4749

The information in this brochure is not intended as legal advice, but as a general guide to assist you. If you have further questions about your rights, please contact a private attorney. Please be advised that time limitations apply to the commencement of civil actions and enforcement of civil judgments. Failure to abide by legal time limits may prevent you from collecting the money you are owed.

Revised 4/2020

RESTITUTION

Collecting Civil Judgments Resulting from Restitution Orders



Crow Wing County Attorney's Office

Crow Wing County Judicial Center
213 Laurel Street, Suite 31
Brainerd, MN 56401
Telephone: (218) 824-1025

9th Judicial District

Crow Wing County District Court
213 Laurel St, Ste 11
Brainerd, MN 56401

BREMER BANK

75-1041/960

18002153

PAY TO THE
ORDER OF

Jon Auge

\$ 08/26/2026
2,833.60

DOLLARS

Two thousand eight hundred thirty-three and 60/100 *****

MEMO



Void after 90 days

[Signature]
AUTHORIZED SIGNATURE

Security features. Details on back.

⑈018002153⑈ ⑆096010415⑆ 07001102⑈

9th Judicial District

18002153

08/26/2026 Pay To: Jon Auge

\$2,833.60

Case Number

Case Style

Amount

18-CR-25-3876

State of Minnesota vs ERIC JOSEPH MAKOWSKI BUDROW

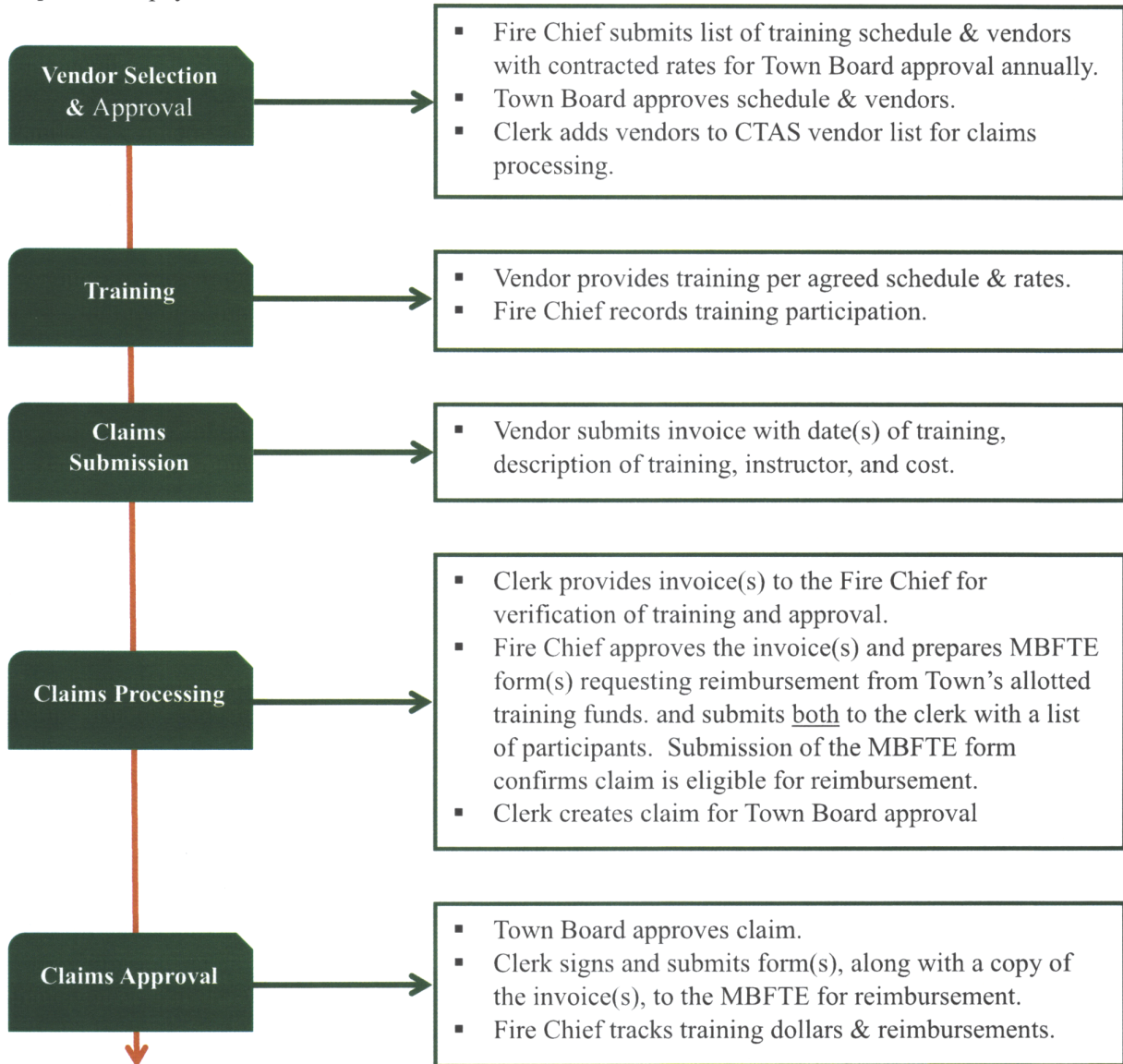
\$2,833.60

Jon Auge
Mission Township Board Chair
PO Box 126
Merrifield, MN 56465



SUBJECT: Fire Training & MBFTE Reimbursement Process
DATE: 02-03-2026

The following are the requirements & responsibilities for reviewing and approving MTFD training requests and payments.



1. The Clerk is only authorized to sign & submit MBFTE reimbursements after Town Board approval.
2. Whenever possible, MBFTE reimbursements should occur within the same quarter as the claims.

Approved by the Town Board: 02-09-2026

Crow Wing County Township Association of Officers
Fall 2026 Meeting Notice
September 1, 2026

Fall Meeting Date: October 28, 2026

Time: 7 PM

Location: Daggett Brook Town Hall
14074 County Road 2
Brainerd, MN 56401

Enclosed please find a copy of April 29, 2026, Spring meeting minutes, agenda, letter from Crow Wing County regarding the previously voted upon resolution. Please make copies to share with your board to bring to the meeting. There will be a limited number of copies at the meeting.

Mike Couri will be covering the Open Meeting Law. We have had this information provided to us before, but the Board felt it was necessary to review it again as compliance is important.

Under the Other Business we will be discussing lowering the annual dues. This requires a vote of the Township Officers.

Looking forward to seeing all of you to on the 28th!

Sincerely,,

A handwritten signature in dark ink, appearing to read "Myron Stevens", with a stylized flourish at the end.

Myron Stevens, Secretary

MEETING AGENDA

Crow Wing County Association of Township Officers Fall Meeting

DATE & TIME

Wednesday, October 28, 2026
7:00 PM

LOCATION

Daggett Brook Town Hall
14074 County Rd 2
Brainerd, MN 56449

NOTES FOR HOST

Bring sign-in log and agenda
handouts

ORDER OF BUSINESS

#	AGENDA ITEM	PRESENTER / LEAD
1	Call meeting to order and Pledge of Allegiance	Stan
	Opening Remarks	Stan
2	– Welcome – Agenda handouts – Sign-in log	
3	Minutes – April 29, 2026, Spring Meeting	Myron
4	Treasurer's Report	Ron
5	Legislative & Resolutions (L&R) Report	Kathy
6	Region 5 Report	Doug
7	District 8 Report	Frank Hard
8	Legal: Open Meeting Law	Mike Couri
9	Crow Wing County Highway Department	Tim Bray
10	Crow Wing County Land Services	Gary Griffin
11	Crow Wing County Sheriff	Eric Klang
12	Minnesota DNR	Jim Guida
13	County Commissioners and Elected Representatives	
14	Other Business	
15	Set location for Spring Meeting	
16	Adjournment	

NOTES / MOTIONS

Crow Wing County Association of Township Officers Spring Meeting

Crow Wing Township Hall

April 29, 2026

The Spring Meeting was called to order by Chairman Doug Kern at 7 pm.

Officers in attendance: Doug Kern, Dave Peterson, Myron Stevens, Stan Dobosenski, Kathy Stevens

Absent: Ron Metzen

Opening general housekeeping remarks by Chairman Kern were made.

Secretary's Report was read and spelling errors corrected. Motion to accept the corrected minutes was made by Paul Stephany and second by George Bedard. Motion passed.

Ron Metzen gave the Treasurer report was by telephone. The balance was reported as \$18,936.88.

L & R report given by Dave Peterson and Ron Omman reported on Township attendance. He had a good conversation with legislators. He said we need more people to go.

Region 5 - Doug Kern reported funding available for comprehensive planning

District 8 - Frank Hard 162 attended township day at the Capitol. District 8 mtg is Aug 12 at Little Falls Ballroom. September 1 is the deadline for anyone to send in a resolution.

L & R will be September 14 at the MAT office in St Michael, registration due Sept 1. It is free and open to all. The annual convention will be held at Grand View Lodge December 10-12, 2026. There are 5 \$2000 scholarships available to High School Juniors. The deadline is June 1.

Board Elections: Ron Metzen, Treasurer nominated by Doug Kern, Second by Philip Jureck motion passes.

Kathy Stevens was nominated by Dave Peterson, second by Trish Gage. Motion passed.

Resolution 2026-01 Dave Peterson motioned Jim Anderson second. approved by members in attendance.

CWC Highway Department – Deb Erickson spoke about the approved 5 year highway plan.

CWC Land Services – Gary Griffin, asked if anyone would be interested in touring the land fill operation. Ag land is about a median of 3900 per acre in 2026, looking at 4700 in 2027. The average value of house off water is \$295,000 and \$563 000 on water. Fraud guard is a free service available to residents.

Sheriff Eric Klang – 11 Flock Cameras are installed and will be helpful in identifying vehicles when investigating crimes in the area.

CO – Jim Guida – Discussed invasive species, beaver permits and fire permits.

CWC – Emergency management – Clayton Barg – discussed various services, sirens go off for various reasons, seek shelter, turn on your radio. 1st Wednesday of the month is emergency management testing. Skyward training May 13th at 3 and 6 pm. Call if interested in signing up.

Couri & Rupee Law, Mike Couri discussed Free Township Legal Seminars. The dates are available on their website or call 763-497-1930. Due to the length of the meeting he volunteered to meet with officers after the meeting to answer township questions,

Crow Wing County Commissioners

Rosemary Franzen mentioned the Family Leave Act.

Paul Koering talked about the uses for timber sale monies and the South Long Lake Park and other parks in the area. He said they are working on a dock ordinance.

Jamie Lee thanked everyone for electing him. He addressed Veterans Service Office Benefits available to Veterans. He feels resolution 2026-01 is a good idea.

Kathy Stevens thanked the townships for their monetary support of projects at the Crow Wing County Fair. She reported that although the name of the Crow Wing County Fair bares the name of Crow Wing County, it is not funded by the County.

The Fall meeting will be held at Dagget Brook Town Hall. Date to be determined.

Motion to adjourn the meeting made by Paul Stephany and seconded by Dave Peterson.
Meeting adjourned at 8:35.

Myron Stevens

Secretary



May 4, 2026

Crow Wing County Township Officers Association

~~C/O Cathy Erickson, Clerk/Treasurer~~

Dear Association Members:

The Crow Wing County Land Services Department is in receipt of a resolution related to the use of Administrative Decisions and the Land Use Ordinance. Moving forward, Land Services will forward a copy of all approved Administrative Decisions to the Township. This is the same practice now as sending the Township copies of approved permits and public hearing notices of decision. We appreciate the feedback and feel that this is a good improvement to the process of administration of the Land Use Ordinance.

Respectfully

Chris Pence

Environmental Services Manager

Our Vision: Being Minnesota's favorite place.

Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.

Clerk's Report-September 14th, 2026

- Claims #11464 to #11487 totaling \$35,665.74
- PO Box 327, Fire Relief Box is still receiving mail for Mission Township including invoices from CWC Highway Department, F.I.R.E and Mn Fire Service Certification Board. These have since been updated to PO Box 126. Clerk did not get these invoices on time to get MFTBE reimbursements before the 7/8/26 cut-off time.
- 16 page document from CWC regarding Sealed Bid Auction for Timber Appraisals will be available at the 9/14/26 Board Meeting.
- Hybrid billing from NorthPoint Emergency Training will be paid in advance. Training includes materials and seat in the class that are provided before the final training date(s). This is also a NorthPoint policy.
- I'd like to purchase 2 bar stools for the roster Election Judges from Amazon for \$75.
- Fire Chief and Clerk Bell Bank credit cards have been received and are in use.

Clerk's Correspondence includes:

- Clerk Certification of Levy to Crow Wing County, p 1-2.
- Consolidation of Mission Township tax parcels by Crow Wing County starting in 2027, p 3.
- Correspondence from Couri & Ruppe regarding pricing, p 4.
- State v Makowski, p 5-11.
- Fire Training and MBFTE Reimbursement Process, p 12.
- CWC Association of Township Officers
 - October 28th, 2026 Fall Meeting Notice, p 13.
 - October 28th, 2026 Meeting Agenda, p 14.
 - April 29th 2026 Meeting Minutes, p 15-16.
 - Letter from Chris Pence regarding Administrative Decisions and the Land Use Ordinance, p 17.

Naomi Scott, Mission Township Clerk

Treasurer's Report – September 14, 2026 Board Meeting

1. Beginning Balance: \$1,434,177.11
 - a. Receipts: \$546,618.66
 - b. Disbursements: \$301,871.19
 - c. Ending Balance: \$1,659,138.30



AUGUST 2026 MONTHLY FIRE DEPARTMENT REPORT

Monthly calls- Aug 2026:21

Mission Twp:	EMS	11	Fire	1	Alarms	1	Hazmat	1	MVA	1
Center Twp:	EMS	3	Fire	0	Alarms	1	Hazmat	0	MVA	0
Pelican Twp:	EMS	1	Fire	1	Alarms	0	Hazmat	0	MVA	0
Mutual Aid:			Fire	0						

Year to date calls for 2026: calls 114

Software:

1. First Due software has been a challenge to roll out. I expressed our displeasure with their implementation track, and they assigned us a different implementation manager that can train when we are available. Tim and I have picked this up and met with our new implementation manager on the 3rd and we will be working at getting our required NERIS reports done and submitted.

Personnel:

- 1) Jennifer Strack turned in her resignation effective September 1, 2026
- 2) I submitted 3 new applications to Naomi for approval. Jeff Johnson, Brandon Cluever and Shelby Fitch.
 - a. Jeff Johnson would be medical only and is currently a paramedic with North
 - b. Brandon Cluever would like to join as fire only. This is up for discussion.
 - c. Shelby Fitch at this time would like to start as medical only with possibility of firefighter down the road.
- 3) We have two members currently going through EMT training. Vanessa Duval and Cassie Wolkenhauer.
- 4) We have 2 members going through EMR training. Eric Klein and Sheila Bodlt.

Budget / Purchases/Apparatus:

I would like to get a current copy of the Fire Department budget numbers.

PR / Events:

- 1) We performed car extraction demonstration\training during the CenterTownship annual picnic event on 8/25/2026 **AND** got rid of the red truck in the back of station 1 at the same time.
- 2) We had our annual pancake breakfast on Aug 15 great turnout.

Miscellaneous:

1. Sept 17 and Jan. 21 Sourcewell is sponsoring a free (RTF) Rescue Taskforce Training some members will be attending.
2. We would like to apply for 2 Sourcewell grants. Need Township support and commitment.
 - a. \$50,000 Impact funds grant for a side-by-side wildland fire\rescue unit with fire\rescue skid, lighting and trailer.
3. Grant coming up on Dec 4 for \$40,000 match funds I would like to look at us getting submitted for a
4. We will be doing future training starting Tuesday using the old Center Town Hall. This is a valuable training facility that has not been utilized much in the past. Not many departments have a facility like this and we would like to preserve it for years of future training. We are responsible for it's maintenance and need to discuss some roof repairs needed.
5. I would like to open applications for an officer position that would handle truck maintenance upkeep, readiness checks, ensure all tools on trucks are in working order and stocked on trucks. We have had a few issues lately and need this support.

Department Training:

- 1) 8/11: Meeting and Truck Checks
- 2) 8/18: First 5 minutes training. We utilized the transfer station site.
- 3) 8/25: Center Township extrication demonstration.



**MISSION TOWNSHIP
CROW WING COUNTY, MINNESOTA
Resolution No. 2026-12**

**RESOLUTION SUPPORTING APPLICATION FOR
SOURCEWELL PUBLIC SAFETY IMPACT FUND**

WHEREAS, Sourcewell exists to assist local governments and other community organizations to more efficiently provide services that deliver meaningful community benefit and improve the quality and safety of life for residents and the public; and

WHEREAS, Mission Township is a participating agency and has previously applied for and received grants from Sourcewell; and

WHEREAS, the Public Safety Impact Funds provides awards up to \$50,000.00 per fiscal year with no matching funds required; and

WHEREAS, Mission Township has demonstrated its commitment to the Mission Township Fire Department for the safety and support of our residents and the broader community including adding a new pumper truck, call out gear and updated radios; and

WHEREAS, Mission Township Fire Department desires to apply for funding to purchase a UTV vehicle with trailer and a woodland skid unit with lights and radio added to the unit. This unit would enable greater mobility when battling grass and forest fires; and

WHEREAS, the proposal meets the eligibility requirements set forth under Minnesota Statute 123A.21, Subd 7, and serves a public safety mission; and

NOW, THEREFORE, BE IT RESOLVED, the Town of Mission supports and approves of an application to Sourcewell for Public Safety Impact Funds to provide needed firefighting equipment for the Mission Township Fire Department.

Adopted this 14th of September 2026.

BY THE TOWN BOARD

Attest: _____
Naomi Scott, Clerk

Jon Auge, Chair

**Prepared For**

MISSION TOWNSHIP
PO BOX 126
MERRIFIELD, MN 564650126
(218) 565-8028

Prepared By

DAN VOGT
Midwest Machinery Co.
7045 Foley Road
Baxter, MN 56425
218-829-5356
dvogt@mmcj.com

Quote Id 1904920**Creation Date** 10-Apr-2026**Expiration Date** 28-Aug-2026

Quote Summary

Equipment Summary	Selling Price	QTY In Group	Extended
New JOHN DEERE XUV590M-NETS-G&Y-BIGHORN 592MM-1M0590MALTM090013	\$16,400.00	1	\$16,400.00
New 2023 WESTERN 5.5FT STRAIGHT BLADE 550/560/590-COMplete-230726207198	\$3,091.48	1	\$3,091.48
Z920M ZTrak	\$11,787.00	1	\$11,787.00
Equipment Total			\$31,278.48

Trade In Summary	Extended
2013 John Deere 1025R - 1LV1025RKDH111722	\$11,600.00
Final Trade Allowance	\$11,600.00

Quote Summary	
Total Selling Price	\$31,278.48
Total Trade-In Allowance	(\$11,600.00)
Trade Difference	\$19,678.48
Sub-total	\$19,678.48
Balance Due	\$19,678.48

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

Selling Equipment

Quote # 1904920
Customer MISSION TOWNSHIP

New JOHN DEERE XUV590M-NETS-G&Y-BIGHORN 592MM

QTY In Group : 1

Equipment Notes	- - -	Selling Price
Hours	4	\$16,400.00
Serial Number	1M0590MALTM090013	
Stock Number	602958	
PUK Parent Serial #	- - -	

Equipment Summary

Description	Qty
XUV590M-NETS-G&Y-BIGHORN	1

Base / Options

Description	Qty
Build to Order	1
US 49 State	1
Park Position in Transmission	1
Green Yellow	1
OSR Nets	1
Select Comfort and Convenience Package	1
26 Maxxis Bighorn 2.0 extreme terrain radial tires on 14 Yellow Alloy Wheels	1
Black Roof	1
Premium Protection Package	1
Total Base / Options	

Other Charges

Description
AGREED PRICE ADJ
Total Adjustments

Customer Discounts

Description
Customer Discount
Selling Price Subtotal
Total Selling Price



JOHN DEERE

New 2023 WESTERN 5.5FT STRAIGHT BLADE 550/560/590-COMPLETE

QTY In Group : 1

Equipment Notes ---

Selling Price

Hours 0

\$3,091.48

Serial Number 230726207198

Stock Number 566887

PUK Parent Serial # ---

Equipment Summary

Description	Qty
5.5FT STRAIGHT BLADE 550/560/590-COMPLETE	1

Base / Options

Description	Qty
PLOW CONTROL	1
BOX	1
STRAIGHT BLADE	1
MOUNTING FARME-MID D	1

Total Base / Options

Other Charges

Description
SETup

Total Adjustments

Customer Discounts

Description
Customer Discount

Selling Price Subtotal

Total Selling Price



JOHN DEERE

Z920M ZTrak

QTY In Group : 1

Equipment Notes ---

Selling Price

Hours ---

\$11,787.00

Serial Number ---

Stock Number ---

PUK Parent Serial # ---

Equipment Summary

Description	Qty
Z920M ZTrak	1

Base / Options

Description	Qty
United States/Canada	1
54 In. Side Discharge Mower Deck	1
Fully Adjustable Suspension Seat with Armrests (24" High Back)	1
24x12x12 Pneumatic Turf Tire for 54 In. and 60 In. Decks	1

Total Base / Options

Customer Discounts

Description
Customer Discount

Selling Price Subtotal

Total Selling Price



JOHN DEERE

Trade-Ins

2013 John Deere 1025R

Trade-In Notes	---	
Serial Number	1LV1025RKDH111722	
Stock Number		
Hour Meter	---	
Description		Net Trade Value
2013 John Deere 1025R		\$11,600.00
Pay Off		\$0.00
Total		\$11,600.00



Staff Report

Property Owner: Derrick Phillips

Parcel Number: 77120510

Physical Address: 31511 Old Bridge Road, Merrifield, MN 56465

Township: Mission

Legal Description: E ½ of SW ¼ of Little Pine River
Section 12 Township 136 Range 27

Little Pine River – General Development – River Setback of 100 feet

Unnamed Lake (18-567 W) – Natural Environment – Lake setback of 150 feet

Development Review Team Meeting: 7/13/2026

Application Submitted: 8/19/2026

60 Day Action Deadline: 10/17/2026

60 Day Waiver: N/A

Wetland: Delineation 8/18/2026

Septic: No septic – primitive cabin

Land Use District: Shoreland

Adjacent Land Use:

North: Shoreland and Rural Residential 10

South: Shoreland and County Administered land

East: Shoreland and Agricultural/Forestry

West: Shoreland and Rural Residential 10

Request:

To construct:

- 480 sq ft primitive cabin
- 192 sq ft screen porch
- 160 sq ft deck

Variance for:

- Lake setback of 75 feet where 150 feet is required to proposed primitive cabin
- Lake setback of 89 feet where 150 feet is required to proposed screen porch
- Lake setback of 69 feet where 150 feet is required to proposed deck

Potential Conditions: TBD

9/03/2026 On-Site Comments: Pence, Dunlap, Westhoff

- Notification published in the Brainerd Dispatch on 8/22/2026



Staff Report

Permit History:

- None

Agencies Notified and Responses Received:

MN DNR: No comment received

SWCD: No comment received

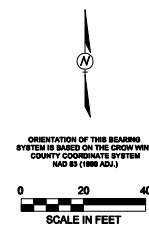
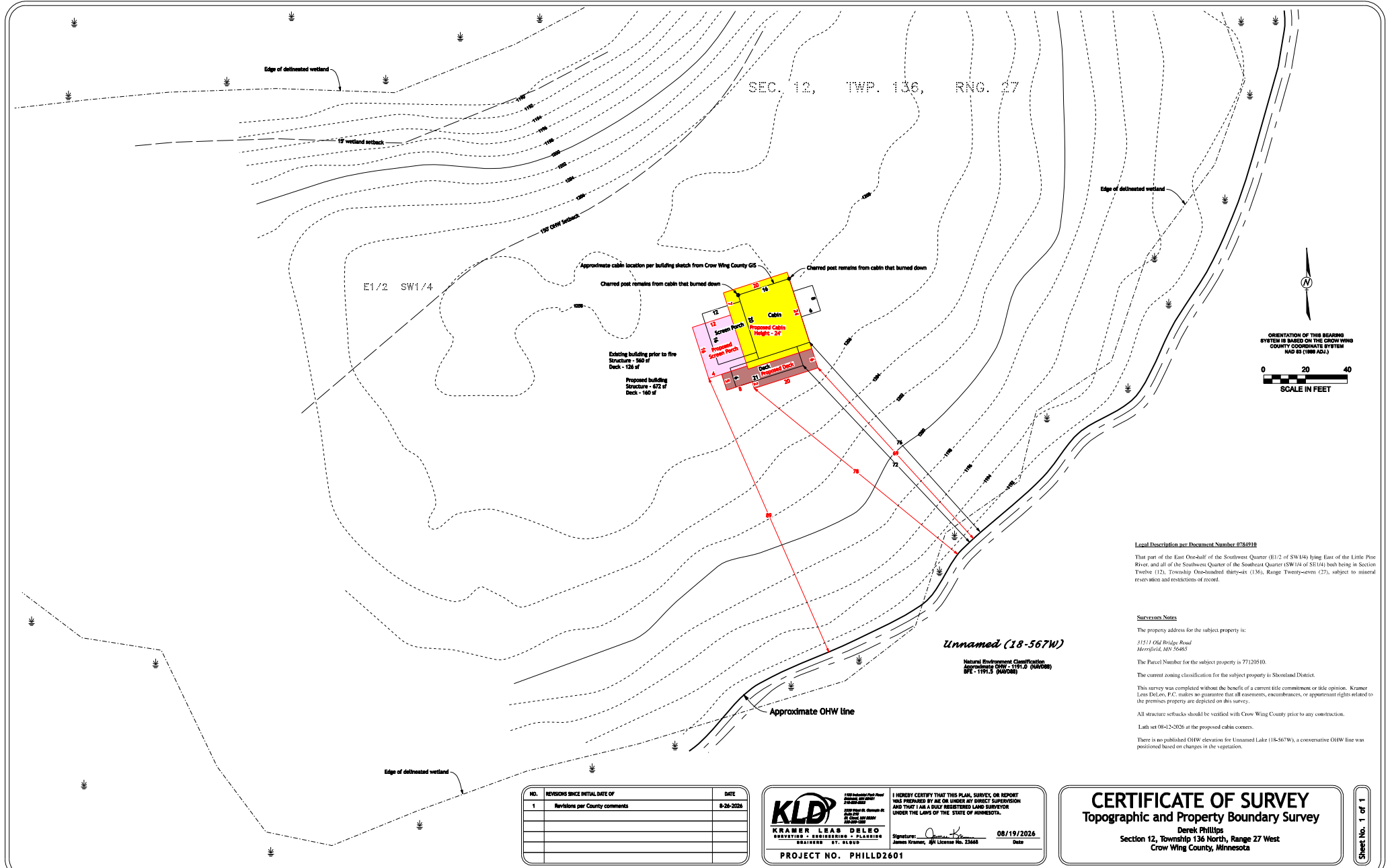
Mission Township: No comment received

Public Hearing notifications:

Published in the Brainerd Dispatch on xx/xx/2026

Mailing notification sent on xx/xx/2026 to owners in a 500 ft radius of parcel.

Per findings of fact discussed 9/17/2026, the application submitted 8/19/2026, the staff report, on-site conducted 9/03/2026, public testimony, and as shown on the Certificate of Survey 8/19/2026; Located in Mission township, Crow Wing County, Minnesota



Legal Description per Document Number 0784910
That part of the East One-half of the Southwest Quarter (E1/2 of SW1/4) lying East of the Little Pine River, and all of the Southwest Quarter (SW1/4 of SE1/4) both being in Section Twelve (12), Township One-hundred thirty-six (136), Range Twenty-seven (27), subject to mineral reservation and restrictions of record.

Surveyors Notes
The property address for the subject property is:
31511 Old Bridge Road
Merrifield, MN 56463
The Parcel Number for the subject property is 77120510.
The current zoning classification for the subject property is Shoreland District.
This survey was completed without the benefit of a current title commitment or title opinion. Kramer Less DeLoe, P.C. makes no guarantee that all easements, encroachments, or appurtenant rights related to the premises property are depicted on this survey.
All structure setbacks should be verified with Crow Wing County prior to any construction.
There is no published OHW elevation for Unnamed Lake (18-567W), a conservative OHW line was positioned based on changes in the vegetation.

NO.	REVISIONS SINCE INITIAL DATE OF	DATE
1	Revisions per County comments	8-26-2026

KLD
KRAMER LEAS DELOE
SURVEYING • ENGINEERING • PLANNING
BRANDENBURG, MN 56408

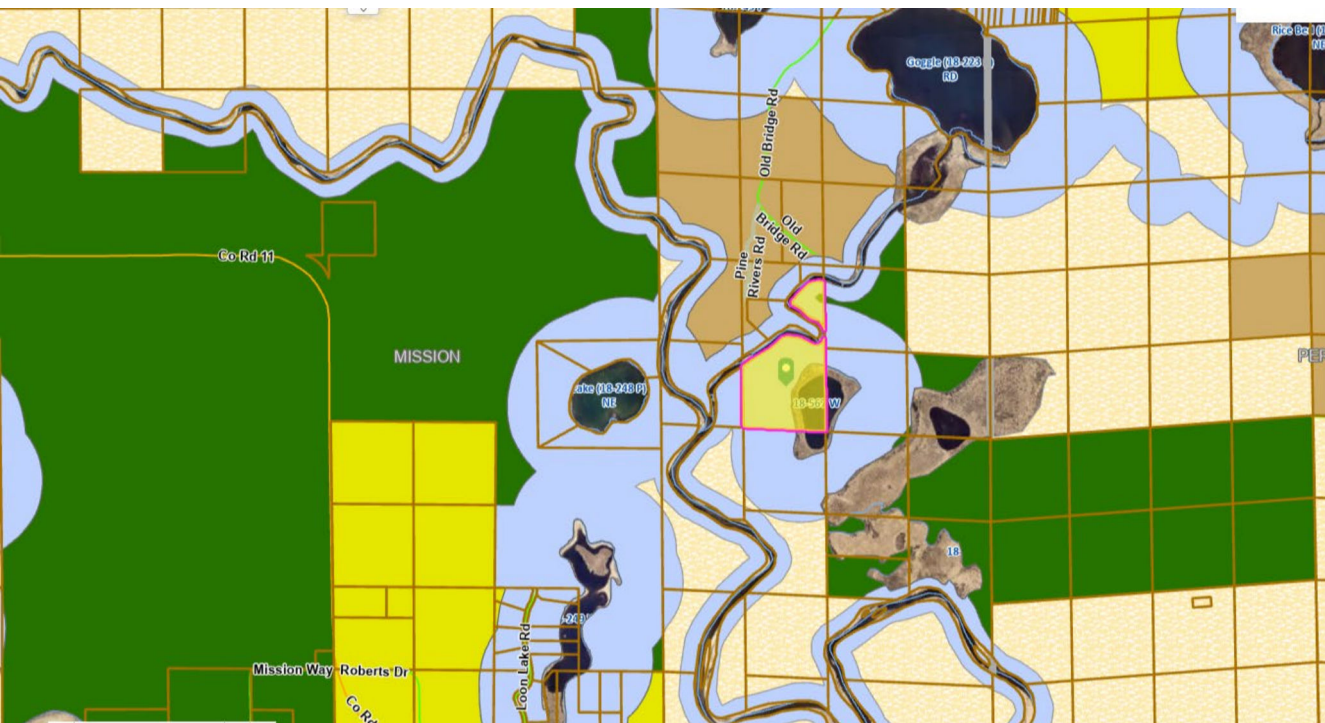
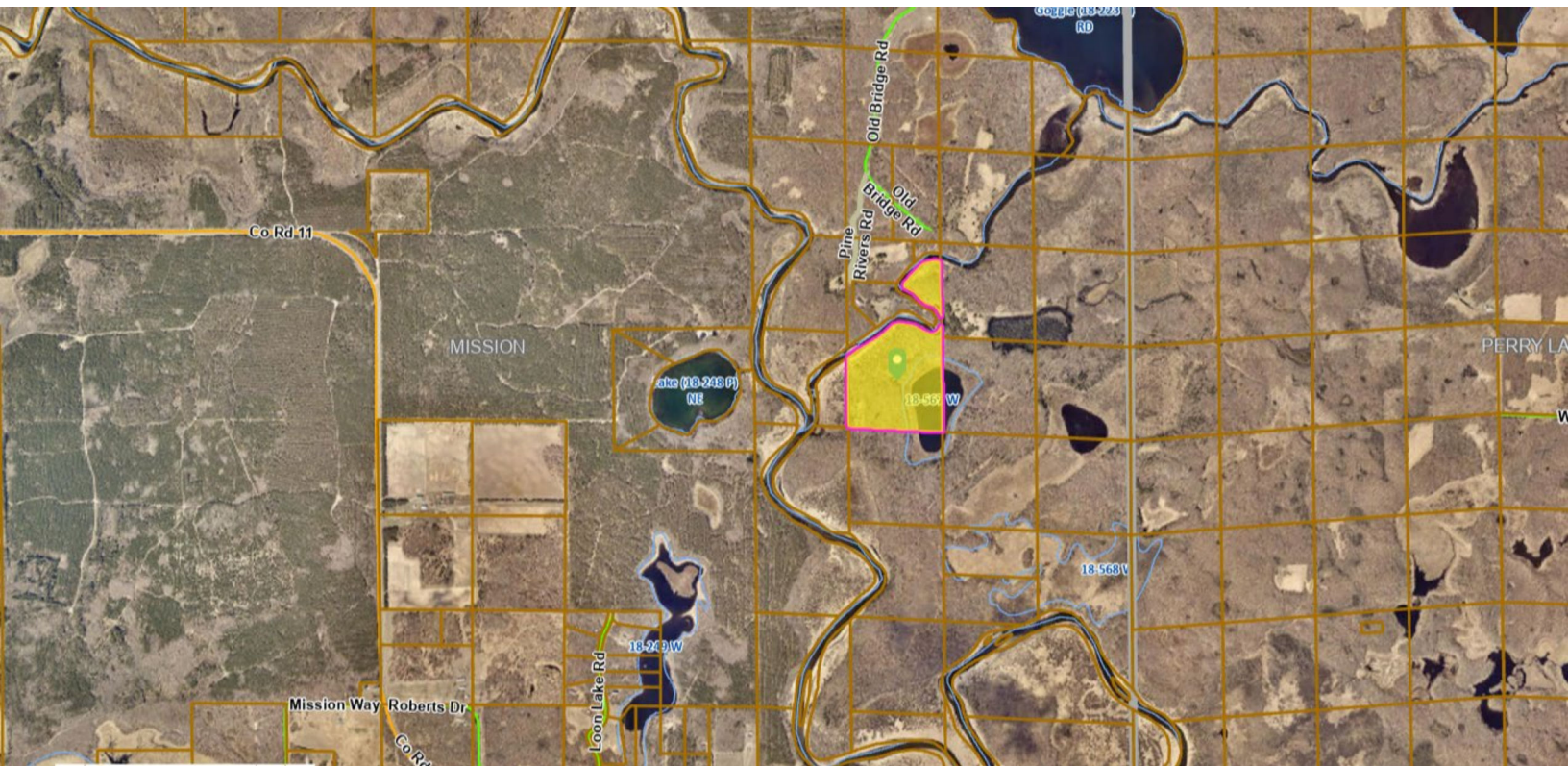
10000 Standard Plan Sheet
Drawing No. 2026-001
Scale: 1" = 40' Horizontal
Date: 08/19/2026
By: James Kramer
Check: Derek Phillips

I HEREBY CERTIFY THAT THIS PLAN, SURVEY OR REPORT
WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION
AND THAT I AM A FULLY REGISTERED LAND SURVEYOR
UNDER THE LAWS OF THE STATE OF MINNESOTA.
Signature: *James Kramer* 08/19/2026
James Kramer, MN License No. 23668 Date

PROJECT NO. PHILLD2601

CERTIFICATE OF SURVEY
Topographic and Property Boundary Survey
Derek Phillips
Section 12, Township 136 North, Range 27 West
Crow Wing County, Minnesota

Sheet No. 1 of 1



- State Highway
- County
- Township
- City
- Private
- Public- Privately Maintained
- Minimum Maintenance

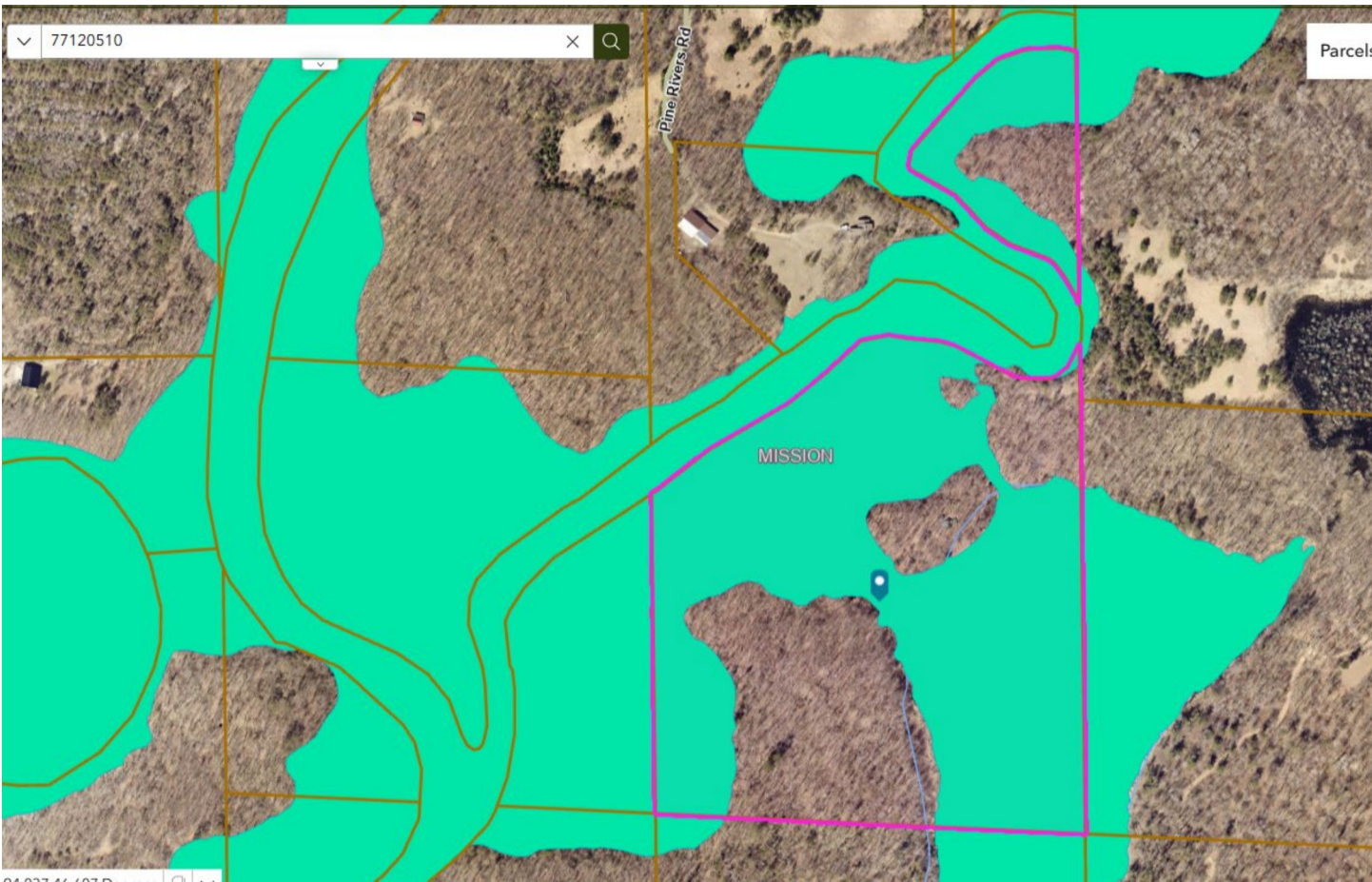
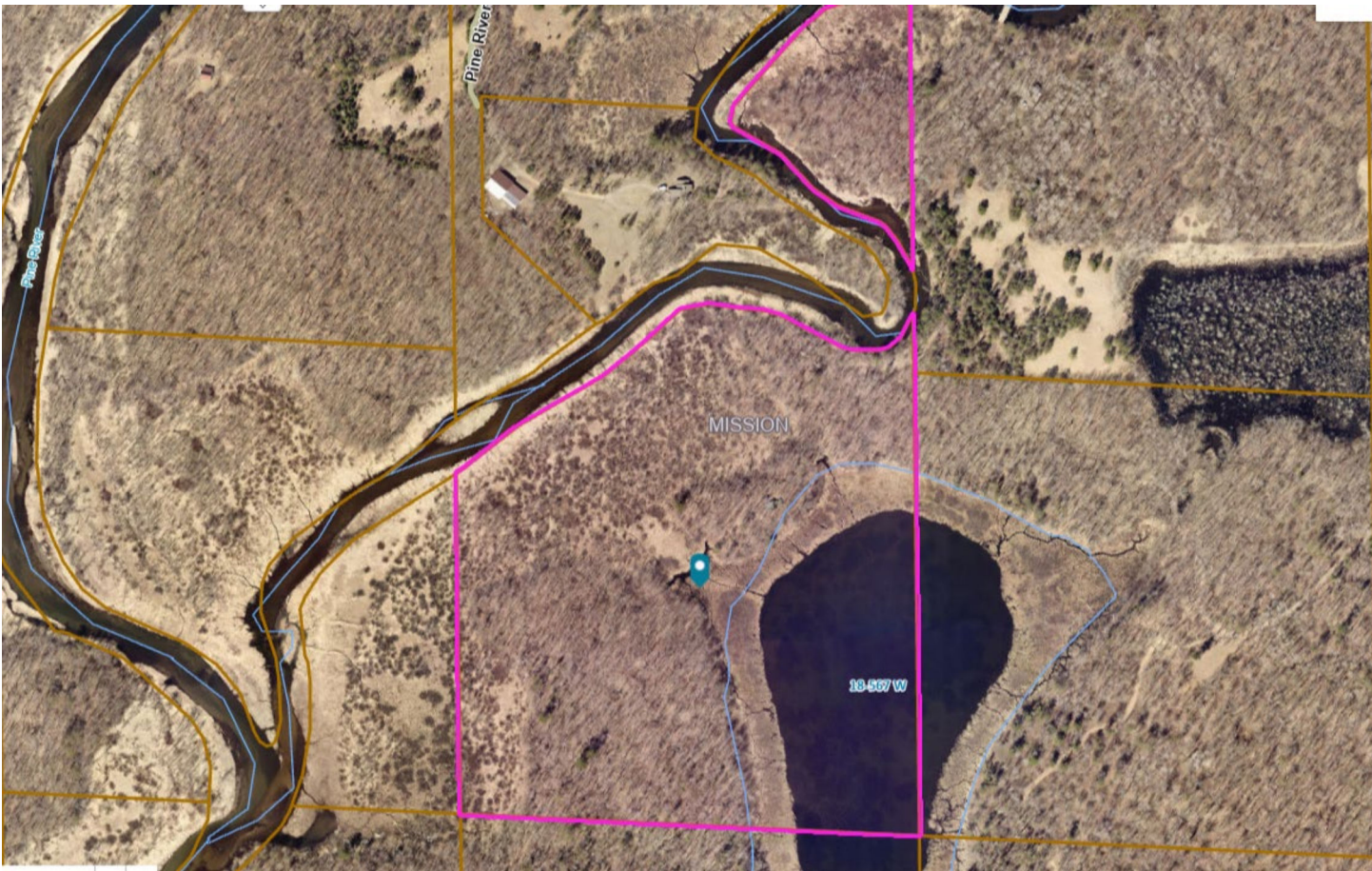
Land Use Map

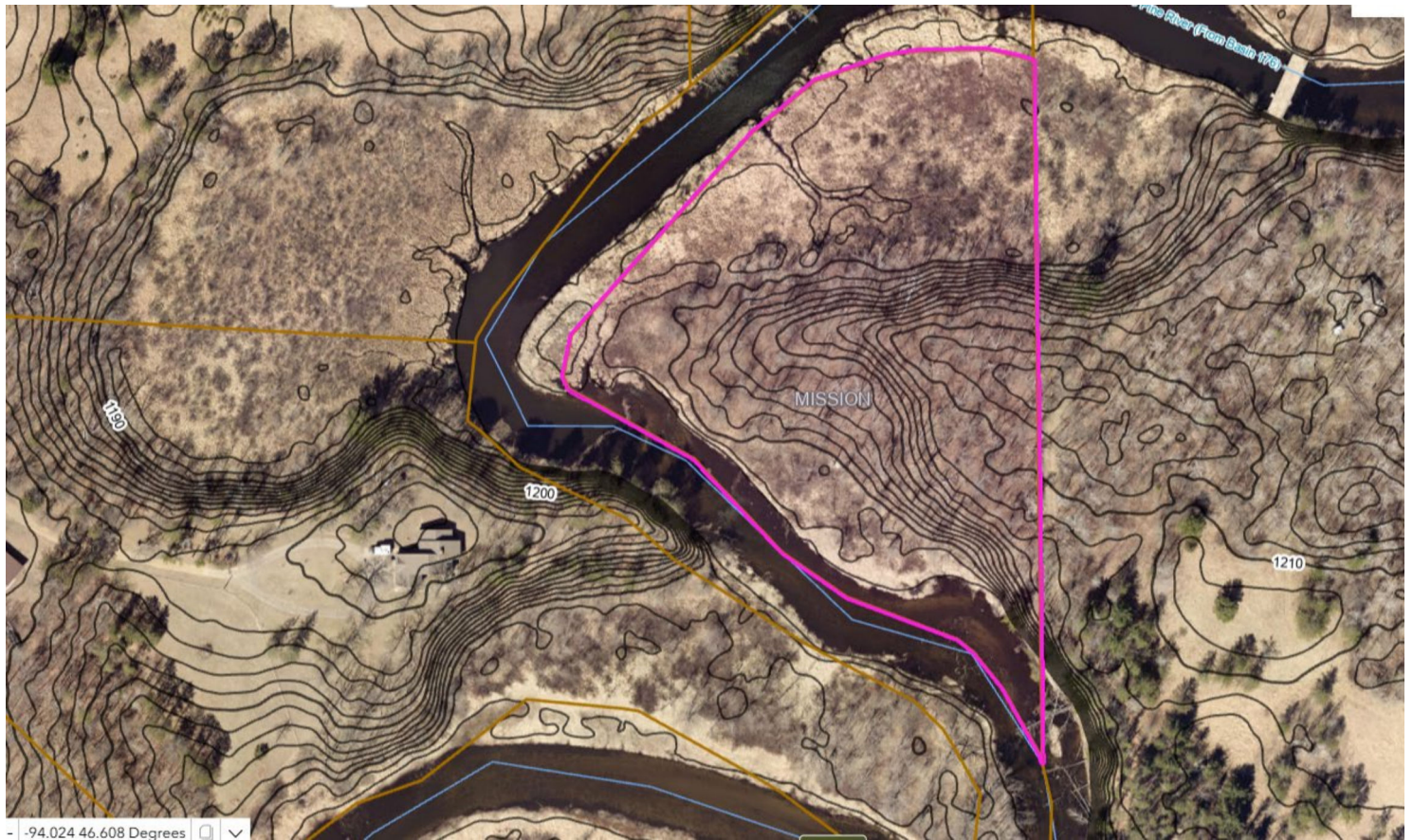
Land_Use_Classification

- Agricultural/Forestry District
- Commercial District
- Commercial Industrial District
- Rural Residential - 1
- Rural Residential - 2.5
- Rural Residential - 5
- Rural Residential - 10
- Shoreland District
- County Administered
- Waterfront Commerical
- Other

Reference Basemap

50,000
Hydrology

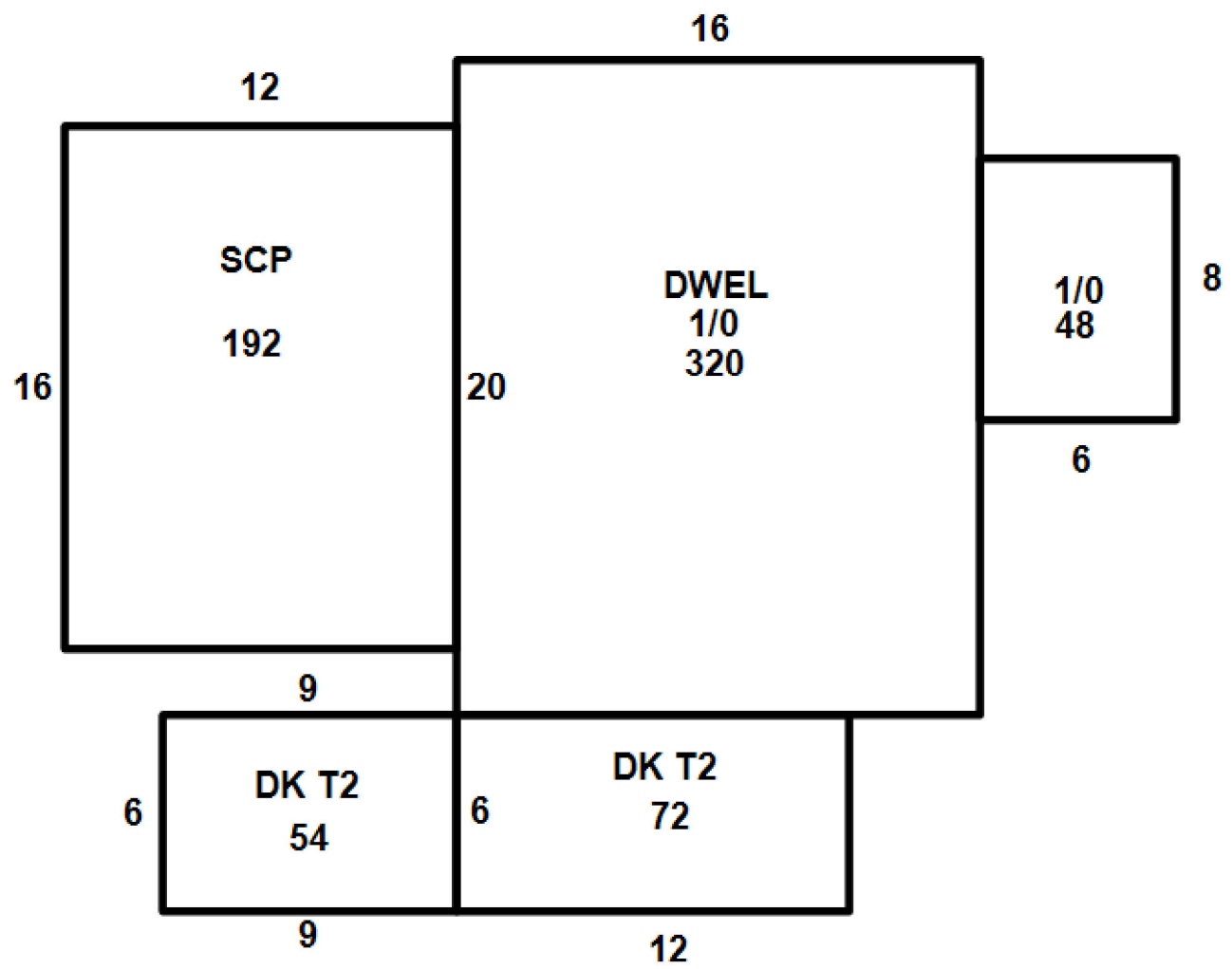












DEVELOPMENT REVIEW TEAM MEETING MINUTES

Meeting Date: July 13, 2026

Meeting Time: 11:00 AM

Attendees

- Nicholette Dunlap, Senior Environmental Specialist
- Stacy Westhoff, Planning Coordinator
- John Auge, Mission Township Supervisor
- Chris Pence, Environmental Services Manager
- Applicants:
 - Derrick Phillips and Asa Pearson – Property Owners

Project Information

Property Address / PID: 31511 Old Bridge Road, Merrifield, MN 56465 / 77120510

Waterbody: Unnamed lake - Natural Environment

Proposed Project Summary: Rebuild a seasonal cabin destroyed in the Flanders Lake / County Road 11 fire. Applicant wishes to either rebuild in the same footprint or expand approximately four feet (20x24 structure) while maintaining a primitive, low-impact dwelling.

Project Overview

- Cabin was destroyed in a wildfire.
- Prior cabin was seasonal, primitive, with no pressurized water or electric service.
- Owners would like to rebuild and possibly expand slightly.
- Rebuilding in existing footprint is allowed without a variance if done within 180 days of the fire event.
- Expansion requires a variance due to the 150-foot natural environment lake setback.
- Property is under a land trust conservation easement and is managed with environmental sensitivity.
- Applicant reports Blanding's turtles present on the site.

Key Discussion Points

- Setback requirements: Natural Environment lakes require a 150-foot OHW setback for new construction.
- If rebuilt exactly in the same footprint within 180 days, no variance is needed.
- Any expansion of the footprint requires a variance. Height limits apply; structure cannot exceed original height unless a variance is granted.
- Stormwater runoff protection is a major focus due to proximity to the lake.
- The county recommends maintaining natural vegetation, considering gutters, rock drip lines, and erosion control measures.
- Property has no lawn and is already maintained naturally, which helps reduce runoff risks.

- Presence of Blanding's turtles adds an environmental consideration; nesting seasons must be respected.
- No architectural blueprints are required. County does not enforce state building code.
- For a variance: Certificate of Survey is required. Survey must show property boundaries, structure footprint, and proposed height.
- A wetland delineation will be required within the exhibit area.
- Surveyors commonly used by the county can prepare boundary surveys and wetland exhibits.

Required Submittals for Variance

- ☐ Certificate of Survey (boundary + exhibit area)
- ☐ Wetland Delineation (within exhibit area)
- ☐ Completed Variance Application
- ☐ Proposed structure dimensions included on survey
- ☐ Stormwater considerations (as needed)

Next Steps

- Decide whether to pursue variance or rebuild within original footprint.
 - If variance is desired, select a surveyor from list provided by staff.
 - Coordinate with surveyor and county staff regarding exhibit area, structure location, and footprint details.
 - Submit variance application and required materials.
 - Review meeting deadline calendar provided by staff (green = application deadline; orange = public hearing date).
-



Crow Wing County Land Services

Variance Application

Crow Wing County Land Services Department • 322 Laurel Street Brainerd, MN 56401 • 218-824-1010 • landservices@crowwing.gov

Applicant Name: derrick phillips

Date application submitted: 08-19-2026

Parcel Number(s): 77120510

Mailing Address: 2461 como ave.

City: Saint Paul

Zip: 55108

Property Owner Information:

Owner Name: PHILLIPS, DERRICK A

Physical Address: 31511 OLD BRIDGE RD

City: MERRIFIELD

Zip: 56465

Township: MISSION TOWNSHIP

Zoning: AGF

Deeded Acres: 45.92 Riparian: Yes

Lake/River Name: LITTLE PINE RIVER

Required Information:

Did you attend a Development Review Team (DRT) meeting?: Yes

Date of Development Review Team (DRT) meeting?: 07-13-2026

Certificate of survey on file?: Yes

Existing Septic Information: There is no septic system on this property

Wetland information on file?: Yes

Project Specifics

Type of Variance: Lake/River Setback; Other

If other, please specify:

Please explain your request:

We are wanting to rebuild our primitive cabin that burned down, slightly larger than the original footprint and height in the same location, but still a primitive cabin. The variance request is due to proximity to pond/swamp edge. We will not be adding any impervious ground cover beyond footprint of the building, or adding lawn.

APPLICANT FINDINGS OF FACT - VARIANCE

Name of Applicant: Derrick Phillips

PID: 77120510

FINDINGS OF FACT:

Is the Variance request in harmony with the purposes and intent of the Ordinance?

- I believe so, as we strongly support clean water and use the land accordingly

Is the Variance consistent with the Comprehensive Plan?

- Yes, because we are not and do not want to make any major changes to the land or its use. This being a primitive cabin will help protect water resources by not adding lawn or impervious landscaping.

Is the property owner proposing to use the property in a reasonable manner not permitted by the Land Use Ordinance?

- yes, though we are closer to the pond than current setback requirements. since we do not use any fertilizer and use the property as a primitive space we think we will not have a negative impact.

Is the need for a Variance due to circumstances unique to the property and not created by the property owner?

- needed due to wildfire that destroyed original building

Will the issuance of a Variance maintain the essential character of the locality?

- yes, We have enjoyed the property as is for many decades and strongly want to maintain it that way

Does the need for a Variance involve more than economic considerations?

- not sure how to answer this

September 14, 2026

SENT VIA EMAIL

Chris Pence
Environmental Services Manager
Crow Wing County Land Services

SUBJECT: Mission Township Parcel 77290629, 28565 E. Horseshoe Lake Road

Chris,

On behalf of our Town Board, we write to ask for clarification on Parcel 77290629 at 28565 E. Horseshoe Lake Road in our township.

Since purchased by Seth Jackson, a commercial landscaping business, listed as Jackson Property Services LLC, has been operating out of the property. There is a small sign advertising the business which has grown overtime. The site now contains a storage container for equipment, a small shed, gas reservoir for filling trucks, and regularly has trucks & trailers parked overnight. Crews leave and return to the property on workdays. By every indication to us, a commercial landscaping business is operating from this location.

In 2023, another commercial landscaping business located at Parcel 77280503, 28514 E. Horseshoe Lake Road. At that time, they were required to obtain a Conditional Use Permit. We have no objection to Jackson Property Services' operation. However, a couple of citizens have approached us regarding the operation considering they were notified in 2023 when the other commercial business received their CUP. They are asking why one business requires a CUP and another just down the road, operating a very similar business, does not require a CUP. When inquiries were made of Land Services, the explanation was Jackson Property Services does not store landscape materials on their property, which is a differentiator.

Our Town Board is seeking clarification on this situation as a matter of fairness for competing businesses.

1. Does Jackson Property Services require a CUP for operation of a commercial landscaping business?
2. If not, what are the criteria in the Land Use Ordinance for requiring a CUP for such businesses and what specifically exempts this business from the CUP requirement?

Thanks for reviewing this situation and we look forward to your response.

Regards,
Mission Town Board

 Chair

C: Commissioner Lubke

September 14, 2026

SENT VIA EMAIL

Gary Griffin, Director
Crow Wing County Land Services

SUBJECT: Tax Forfeit Property Land Sales Process – Parcel 77270512 on Upper Mission Lake

Gary,

Recently we had conversation regarding a tax forfeit parcel (77270512) located on Upper Mission Lake. In August of 2018, the Mission Town Board received notice that the County Board was considering classifying the parcel as “non-conservation” which is required prior to offering it for sale per MN Statute 282.01. Prior to doing so, the local city or township must first approve the classification and intended sale, with a failure to respond being considered approval. Our understanding is the town board at that time did not respond to the notice. The county board subsequently classified the parcel as “non-conservation” and it was placed on the sale list. However, the property did not sale and for some time was removed from the list at the request of the Highway Department. Recently Land Services re-listed it for public auction.

Our concern regarding the process is that while the single notice in 2018 met the requirements of the statute, much transpired in the intervening eight years that might have suggested a second look prior to re-listing the parcel for sale. Among factors that might have been considered are a wholly new town board; a new commissioner for District 2; Mission Township’s new strong focus on land use management; Crow Wing County’s Comprehensive Plan revision with a stronger focus on water quality; and the formation of the Mission Lakes LID. These factors by themselves may not have changed the outcome, but if considered, would have engaged the key stakeholders prior to re-listing the parcel. We’ve attached a letter dated August 21, 2026, from the Mission Lakes Association which speaks to the importance of this parcel for the health of Upper Mission Lake.

We respectfully request that the county review the process and consider if a “second look” might be useful if a parcel has been listed but unsold for a few years. It would allow the current stakeholders who are accountable to their constituencies the opportunity to weigh in on the potential sale. In our view there would be no harm should such a policy be implemented.

Thanks for reviewing our request and we look forward to your response.

Regards,
MISSION TOWN BOARD
Jon Auge, Chair

C: Commissioner Lubke

August 21, 2026

SENT VIA EMAIL

Mission Township
29474 County Road 3
P.O. Box 126
Merrifield, MN 56465

SUBJECT: Parcel #77270512 Auction of tax-forfeited property on Upper Mission Lake by the county

Dear Board Members,

Mission Lakes Association became aware of a tax-forfeited parcel of land, Parcel # 77270512 being offered for auction by CWC Land Services. The parcel of land is adjacent to property purchased by Mission Lakes Association in 2000. The property borders the Mission Creek which flows into Upper Mission Lake and includes lakeshore/riparian acreage.

We believe this property, parcel #77270512 is sensitive to the ecology of Upper Mission Lake – which is listed as “protect” in the One Watershed/One Plan for the Mississippi River drainage.

On July 30th, Mission Lakes Association emailed Chris Pence, Environmental Services Manager and Melissa Barrick, District Manager at CWC Land Services to ask if alternative options were available for Mission Lakes Association and the newly formed Mission Lake Improvement District, Land Services and the DNR to consider.

On August 5th, Chris Pence replied back to our inquiry stating he had shared our request with CWC Land Services Director, Gary Giffin and County Administrator Debby Erickson and it was decided to keep the parcel in question on the auction and available to the highest bidder.

The property straddles a “creek” which empties under County Road 109 thru a culvert into Upper Mission Lake. Recent and previous phosphorus levels of this effluent have been high – likely as a result of the large wetland it drains. Further addition of possible nutrients by development of this property appears counter to the “protect” status of Upper Mission Lake as outlined in the One Watershed/One plan documents. Financial constraints prevent the ability of the Mission Lakes Association, or the newly formed MissionLID to purchase this land.

In 2000, Mission Lakes Association purchased the land across the road from this parcel, Parcel # 77270515 which is about 4.5 acres, that also straddles the creek, in order to prevent development there. A large portion of Parcel #77270512 also appears to be wetland and inappropriate for sensitive lakeshore development. Clemson Levelers were installed in this area years ago to prevent recurrent damming by beavers and submersion of a portion of County Road 109.

In summary – we believe the sale and possible development of this parcel to be detrimental to the ecological health of Upper Mission Lake, and a better result would be for this property to be placed in a conservation easement or similar – consistent with the One Watershed/One Plan effort.

Given the above mentioned concerns, we are requesting your assistance and guidance in this matter.

Thank you for your consideration,

Submitted on behalf of the Mission Lakes Improvement District and the Mission Lakes Association.

John Zoia, President

Nick Bernier, Board Member