

Chair Ken Haubrich
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Grand Rapids, MN 55744
Phone 218-327-1351



Mission Statement:
The Harris Town Board strives to enhance the quality of life, protect the environment, and maintain economic stability for the residents of their community.

www.harristownshipmn.org

Supervisor Dennis Kortekaas 326-1882
Supervisor Peggy Clayton 259-1551
Supervisor Jim Kelley 327-0317
Supervisor Mike Schack 340-8852
Treasurer Nancy Kopacek 398-3497
Clerk 244-1811

harristownshipclerk@gmail.com

REGULAR MEETING FEBRUARY 12, 2020 Minutes

The Regular Meeting was called to order by Chair Haubrich at 7:30 pm.

Pledge to the Flag was conducted, and mission statement was read.

Approve the Minutes

Work Session re: Reorganizational Meeting January 6, 2020:

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to approve the minutes of the January 6, 2020 Work Session. Motion passed.

Meeting re: Stony Point January 23, 2020:

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to approve the minutes of the January 23, 2020 Work Session. Motion passed.

Work Session re: Budget Meeting January 29, 2020:

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve the minutes of the January 29, 2020 Work Session. Motion passed.

Work Session re: Board of Audit February 5, 2020:

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to approve the minutes of the February 5, 2020 Work Session. Motion passed.

Work Session re: Cemetery Policy, and MATIT Insurance February 7, 2020:

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to approve the minutes of the February 7, 2020 Work Session. Motion passed.

Additions and Corrections:

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to add Resolution #2020-012 Resolution Authorizing Contract with Interested Officer, to the agenda, and approve the rest of the Regular Agenda. Motion passed.

Business from the Floor

CEDA Update:

Sarah Carling provided an overview of the list of "Project Identification" priorities of the Board, which came about from the CEDA First Impression Work Session recently held. Discussion was held on moving forward with a grant initiative regarding (a #3 priority) of the boat landing improvements.

Consent Agenda:

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to approve the Consent Agenda in its entirety. Motion passed.

- A. Final Variance/Planning Commission Approval
- B. Zoning/Land Use Permits
- C. 2019 Township Annual Noxious Weed Control Report

Roads

Road Inspection Report:

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to accept the Road Inspection Report. Motion passed.

Recreation

Rink Report:

A motion was made by Supervisor Kelley and seconded by Supervisor Haubrich to accept the Rink Report. Motion passed.

Correspondence

Network Opportunities Team Minutes of January 22, 2020:

Informational only.

Grand Rapids Area Cable Commission Minutes of December 9, 2020:

Informational only.

Old Business

New Water Tank for Town Hall

Discussion held on the quote received for installing a tankless water heater. A motion was made by Supervisor Kortekaas and seconded by Supervisor Clayton to approve the quote from Comfort Heating, in the amount not to exceed \$2,900.00, for time and material for installing a tankless water heater. Motion passed.

Tankless Water Heater will be ordered separately.

Harbor Heights/Wagon Wheel Lights:

Chair Haubrich and Supervisor Kelley looked at the portion of Harbor Heights Road in need of lights, and it was determined that one light would be sufficient.

The township has a light installed on Wagon Wheel, which is no longer needed in that location.

After further discussion, a motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the installation of a light on Harbor Heights Road, with a rental rate of \$12.40 per month through Grand Rapids Public Utilities, and approve the removal of light on Wagon Wheel Court. (Pole will not be removed). Motion passed.

Amended Resolution #2020-003A:

Resolution #2020-003 needed to be amended to include M.S. language regarding winter burials, and adjusted winter burial rates.

A motion was made by Supervisor Clayton and seconded by Supervisor Schack to approve Resolution #2020-003A regarding Winter burials and adjusted winter burial rates. Motion passed.

Cemetery Policy:

A motion was made by Supervisor Schack and seconded by Supervisor Kortekaas to approve the updated cemetery policy, which shows adjusted winter burial rates, and in relation to Resolution #2020-003A. Motion passed.

Resolution for Stony Point:

The annexation of the unorganized portion on Stony Point is moving forward to the legislative table. A Resolution was needed regarding this annexation.

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to approve Resolution #2020-011 regarding Stony Point Annexation. Motion passed.

Fire Extinguishers:

Discussion was held on the need for specifically sized fire extinguishers for township building locations. A quote was received by Chair regarding costs associated with them.

A motion was made by Supervisor Clayton and seconded by Supervisor Kortekaas to approve the purchase of five-5# fire extinguishers at a rate of \$39.00 a piece, and five-10# fire extinguishers at a rate of \$59.00 a piece, with price to include brackets and tagged. Motion passed.

New Business**Town Hall Election Setup:**

With the upcoming Presidential Nomination Primary on March 3, 2020, help will be needed to set up the hall on March 2, 2020 from 10:00am until 7:00 pm. Supervisors committed to helping with set up at the hall.

A motion was made by Supervisor Kortekaas and seconded by Supervisor Kelley to approve a Quorum of Supervisors to help with set up on March 2, 2020. Motion passed.

Newsletter/Postage Check:

A motion was made by Supervisor Schack and seconded by Supervisor Kortekaas to approve the March newsletter, and to issue a check for postage in the amount of \$447.05. Motion passed. Supervisor Clayton will forward the newsletter to Rapids Printing.

Schedule Work Session re: Roads, Service Center, Annual Meeting Report, Drug Testing/Employee Handbook/Purchases:

A motion was made by Supervisor Clayton and seconded by Supervisor Schack to schedule a Board of Audit Work Session for Tuesday, February 18, 2020 from 6:00 pm until 6:30 pm, and a Work Session on Roads, Service Center, Annual Meeting Report, Drug Testing/Employee Handbook, and Purchasing, to be scheduled for Tuesday, February 18, 2020 at 6:30 pm at the Town Hall, with an additional work session (regarding same, and if necessary) to be scheduled for Wednesday, February 19, 2020 at 6:00 pm, at the Town Hall. Motion passed.

Town Hall Floor:

Discussion held on getting quotes to replace the town hall flooring. Money is in the 2020 Budget to proceed. Supervisor Kelley will obtain quotes on replacing flooring. This item will be placed on the P and D Meeting of February 26, 2020.

Annual Township Meeting Posting/Publishing:

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to approve publishing the Annual Town Meeting, to be held on March 10, 2020 at 7:00 pm, in the Grand Rapids Herald Review. Motion passed.

Scheduling of Work Sessions:

Brief discussion held on the scheduling of future work sessions to coincide on either the 1st or 3rd Wednesday of each month. The Board already has Wednesday's blocked out at the hall which would make it easier for scheduling work sessions, as supervisors would know when work sessions would be held. ((Informational))

3-Day Leadership Training Program:

A 3-day leadership training program is being held on a leadership training program on May 11-13, 2020. No interest expressed from the board. Information only.

Couri & Ruppe Township Legal Seminar:

Couri and Ruppe Law Firm is holding a Township Legal Session in Aitkin, MN regarding roads, etc. on February 15, 2020. Supervisors have attended in the past. Informational only.

Presidential Nomination Primary Posting/Publishing:

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to approve publishing the Presidential Nomination Primary, to be held on March 3, 2020, in the Grand Rapids Herald Review. Motion passed.

Schedule Board of Audit Meeting:

A motion was made by Supervisor Clayton and seconded by Supervisor Schack to schedule a Board of Audit Work Session for Tuesday, February 18, 2020 from 6:00 pm until 6:30 pm at the town hall. Motion passed.

Clerk Cell Phone

Supervisor Clayton requested upgrading the Clerk cell phone, as it is an iPhone 5. Treasurer Kopacek will check into the cost associated with purchasing/upgrading the phone.

A motion was made by Supervisor Kortekaas and seconded by Supervisor Kelley to table this to the February 26, 2020 P and D Meeting. Motion passed.

Resolution #2020-012 Re: Resolution Authorizing Interested Party:

This Resolution is necessary as Supervisor Clayton is performing Clerk duties, outside the scope of Supervisory duties, and is due to the Clerk position vacancy.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve Resolution #2020-012. Motion passed.

Treasurer’s Report – dated February 2020

Approve Treasurers Report:

Interim Treasurer Adams provided CTAS financial reports to the board. As the financial piece has transitioned from Excel to CTAS, the Board will be seeing different/new reports moving forward.

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve the Treasurers Report dated February 2020 with an ending balance of \$1,484,279.12. Motion passed.

Approve the Payment of Bills:

A motion was made by Supervisor Kelley and seconded by Supervisor Clayton to approve the payment of bills: Claims #19287 through #19318, and EFTs #21220201 through 21220208 n the amount of \$32,111.44. Motion passed.

Public Input:

Supervisor Clayton reminded the viewing audience that the Town Board is still looking for a Clerk. Those interested can send an email to: supervisorchtp@gmail.com and a job description will be sent to you.

UPCOMING Events / Meetings:

February 18, 2020	Board of Audit Session	6:00-6:30 pm Town Hall
February 28, 2020	Roads, Service Center, Annual Town Meeting, Drug Testing, Purchasing	6:30 pm Town Hall
February 19, 2020	Roads, Service Center, Annual Town Meeting, Drug Testing, Purchasing (if necessary)	6:00 pm Town Hall
February 26, 2020	P and D Meeting	7:30 pm Town Hall
March 9, 2020	Township Association Meeting	7:00 pm Blandin Foundation
March 10, 2020	Annual Township Meeting	7:00 pm Town Hall
March 11, 2020	Regular Meeting	7:30 pm Town Hall
March 25, 2020	P and D Meeting	7:30 pm Town Hall

Adjournment:

There being no further business to come before the Board, a motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to adjourn the meeting at 8:46 pm. Motion passed.

Prepared by: _____
Peggy Clayton, Supervisor

Signed by: _____
Ken Haubrich Chair