

Madam Chair Peggy Clayton
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Grand Rapids, MN 55744
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Supervisor/VC Mike Schack 340-8852
Supervisor Ryan Davies 929-0610
Supervisor Dan Gilbert 259-4967
Supervisor Jim Kelley 327-0317
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Harris Township

SINCE 1909



NEIGHBORS, SHORES & MORE

Mission Statement:

The Harris Town Board strive to enhance the quality of life protect the environment and maintain economic stability for the residents of their community.

www.harristownshipmn.org

PLANNING & DEVELOPMENT MEETING January 24, 2024 Minutes

Present: Madam Chair Clayton, Vice Chair Schack, Supervisors Gilbert, and Kelley; Treasurer Kopacek

Absent: Supervisor Davies

Pledge to the Flag was conducted; followed by the reading of the township mission statement.

Approve the Minutes

Minutes of November 21, 2023, P and D Board Meeting

A motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to approve the minutes of the November 21, 2023, P and D Board Meeting. Ayes-4; Nays-0; Absent-Supervisor Davies. Motion carried.

Additions and Corrections

There were no additions or corrections to the agenda.

A motion was made by Supervisor Schack and seconded by Supervisor Gilbert to approve the P and D Agenda. Ayes-4; Nays-0; Absent-Supervisor Davies. Motion carried.

Business from the Floor

Mesabi Metallica:

Larry Sutherland, CEO of Mesabi Metallica, gave a brief history/slide show presentation of Mesabi Metallica. The project started 12 years ago. Once the project is completed, they will be the cleanest taconite plant in Northern Minnesota and will be very environmentally friendly. 1.7B has already been spent on the site, and 575M in equipment has yet to be installed. The project will need 800M more to get the project completed.

Mesabi Metallica plans to lead the green steel transition from Minnesota. Federal legislation also supports rapid green steel transition and MM could be eligible for tax credits. MM also projects benefits to the state and local communities and is a unique opportunity to be the first North America net-zero steel producer. Larry added that MM will bring a lot of tax revenue to not only Itasca County, but also to the entire range.

The supervisors thanked Larry for his presentation and is looking forward to the progression of Mesabi Metallica.

Consent Agenda

Zoning Land Use Permits

A motion was made Supervisor Schack and seconded by Supervisor Kelley to approve the Consent Agenda, as delineated above. Ayes-4; Nays-0; Absent-Supervisor Davies. Motion carried.

Roads

Roads Update

Supervisor Kelley reported that not much has changed with roads over the last two weeks. The warm weather may bring changes to some of the gravel roads.

Sunny Beach Addition Road Pre-Construction Meeting

Supervisor Kelley gave a brief update on the Sunny Beach Addition SEH pre-construction/resident meeting held on January 16th. There were 15 residents in attendance, with a few attending via zoom. Sara Christiansen did a wonderful job explaining the process and bringing those in attendance, up-to-speed. This project will begin in the spring.

Recreation

Park and Cemetery Inspection Reports for November and December 2023

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the Park and Cemetery Inspection Reports for November and December 2023. Ayes-4; Nays-0; Absent-Supervisor Davies. Motion carried.

Trails Task Force Update

Supervisor Schack gave an update on the latest trails task force meeting. He stated that the snowmobile trails will be open as soon as we get more snow and they are groomed. An agreement was reached regarding acquiring insurance.

Correspondence

There was no correspondence.

Town Hall

Town Hall Reports for November and December 2023

A motion was made by Supervisor Schack and seconded by Supervisor Kelley to approve the Town Hall Reports for November and December 2023. Ayes-4; Nays-0; Absent-Supervisor Davies. Motion carried.

Maintenance

Maintenance Reports for November and December 2023

A motion was made by Chair Clayton and seconded by Supervisor Kelley to approve the Maintenance Reports for November and December 2023. Ayes-4; Nays-0; Absent-Supervisor Davies. Motion carried.

Old Business

Originating Agency Identifier (ORI) Update

Chair Clayton provided an update on the status of the originating agency identifier. The State of Minnesota Joint Powers Agreement has been approved and signed by the BCA, and the Court Data Services Agreement was approved and signed by the BCA, Commissioner of Administration, and

Courts. The next step will be the assigning the OR number from the FBI. Chair Clayton will provide updates as they continue through the process.

Stop Sign Reflectors

At the January 10th Regular Board Meeting, Supervisor Schack reported he was looking into ordering stop sign reflectors for stop signs within the township. Chair Clayton received information from Karin Grandia, the Transportation Director, regarding stop sign reflectors. She stated that stop sign reflectors that are on road approaches to county roads should be installed by the Transportation Dept. Karin will talk to their sign person to get them added to the intersection of CSAH 64, (Harris Town Road) and Wendigo Park Road. Karin also stated that if there are other intersections with county roads that the Township feels warrant this treatment, the supervisors are to let her know. The Township can install stop sign reflectors on any of the stop signs that the Township owns.

HSEM Certification for Contracts, Grants, Loans and Cooperative Agreements

Supervisor Schack provided an update on the FEMA Funds received from the storm damages of May 29 and 30th, 2022. Approximately \$4600 has been received to date, with another reimbursement of \$231 to be forthcoming.

New Business

Resolution 2024-009 re: Authorization for Harris Town Road Supervisor

Madam Chair Clayton read Resolution 2024-009 re: Authorization for Harris Town Road Supervisor, in Its entirety.

Madam Chair Clayton called for a Roll Call:

Supervisor Kelley:	Yes
Supervisor Gilbert:	Yes
Supervisor Davies:	Absent
Supervisor Schack:	Yes
Madam Chair Clayton:	Yes

A motion was made by Supervisor Schack and seconded by Supervisor Gilbert to approve Resolution 2024-009 re: Authorization for Harris Town Road Supervisor (replacing 2021-016). Ayes-4; Nays-0. Absent: Supervisor Davies. Motion carried.

Resolution 2024-010 re: Authorization for Harris Town Maintenance Supervisor

Madam Chair Clayton read Resolution 2024-010 re: Authorization for Harris Town Maintenance Supervisor, in Its entirety.

Madam Chair Clayton called for a Roll Call:

Supervisor Kelley:	Yes
Supervisor Gilbert:	Yes
Supervisor Davies:	Absent
Supervisor Schack:	Yes
Madam Chair Clayton:	Yes

A motion was made by Supervisor Gilbert and seconded by Supervisor Schack to approve Resolution 2024-010 re: Authorization for Harris Town Maintenance Supervisor. Ayes-4; Nays-0. Absent: Supervisor Davies. Motion carried.

Resolution 2024-011 re: 2024 PNP Election Judges

Madam Chair Clayton read Resolution 2024-011 re: 2024 PNP Election Judges, in its entirety.

Madam Chair Clayton called for a Roll Call:

Supervisor Kelley:	Yes
Supervisor Gilbert:	Yes
Supervisor Davies:	Absent
Supervisor Schack:	Yes
Madam Chair Clayton:	Yes

A motion was made by Supervisor Schack and seconded by Supervisor Gilbert to approve Resolution 2024-011 re: 2024 PNP Election Judges. Ayes-4; Nays-0. Absent: Supervisor Davies. Motion carried.

Election Voter Tabletop Privacy Screens

Chair Clayton provided some information on the upcoming PNP elections. With this specific election additional privacy needs to be utilized between the registration judge, the roster judges, the ballot judge, and the demo judge. In the packet, there are two specific "voter choice tabletop privacy screens". One is reusable and made of corrugated plastic at a cost of \$20.50, and the other is also reusable but made of corrugated cardboard for cost of \$9.95. Chair Clayton feels that 6 screens would be sufficient.

A motion was made by Supervisor Schack and seconded by Supervisor Kelley to authorize Chair Clayton to order 6 Voter Choice Tabletop Cardboard Privacy Screens at a cost of \$9.95/screen. Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried.

Lawn Care and Ground Maintenance Contract

Chair Clayton stated that with everything that went on with the cemetery last fall, including some decorations that were damaged, she took a look at the "lawn care and ground maintenance contract" which was signed in May 2023. The current contract refers to "Any damages to the grounds, playground equipment, cemetery headstones, portable toilets, or Township owned property, will be reported to the Harris Town Chair." It does not include "decorations" therefore, she recommended adding "and decorations" to the language. Supervisors were in agreement to add the language to the contract.

A motion was made by Supervisor Gilbert and seconded by Supervisor Schack to update the "lawn care and ground maintenance" contract language to read "Any damages to the grounds, playground equipment, cemetery headstones **and decorations**, portable toilets, or Township owned property, will be reported to the Harris Town Chair." Ayes -4; Nays-0. Absent-Supervisor Davies. Motion carried.

Personnel Dynamics Contract

Chair Clayton reviewed the 2024 Personnel Dynamics Contract. There are no changes to the Billing, payment, and timecards section of the contract. Personnel Dynamics has kept the billing rates the same vs. increasing them.

Language was added regarding the Earned Sick and Safe Time Law. They will track time accrued, but it's up to the employee to let the township know if they are using sick time. The employee would need to write it on the timecard, since the Township approves the timecards before sending it to Personnel Dynamics.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the contract between Personnel Dynamics and Harris Township, effective January 3, 2024. Ayes-4; Nays-0. Absent Supervisor Davies. Motion carried.

Updated Treasurer Report

Treasurer Kopacek presented an updated claims list from December 30, 2023. The MowDaddy invoice was recently received, but the work performed was completed in 2023, therefore, the December 30, 2023 claims list needed to be updated (to include that invoice).

A motion was made by Chair Clayton and seconded by Supervisor Kelley to approve the "updated" December 30, 2023 claims list, claims #21265 through 21275, claim 21296, and EFTs 12302301 through EFT 12302305 in the amount of \$10,175.33. Ayes-4; Nays-0. Absent Supervisor Davies. Motion carried.

Treasurer Kopacek also said the Schedule 1A was updated to include the MowDaddy invoice and needs to be approved.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the updated Schedule 1A in the amount of \$2,577,147.65. Ayes-4; Nays-0. Absent Supervisor Davies. Motion carried.

Payment of Bills

Treasurer Kopacek presented the January 24, 2024, Claims List in the amount of \$107,157.62.

A motion was made by Supervisor Schack and seconded by Supervisor Kelley to approve the Claims list, claim #21297 through claim #21311, and EFTs 1242402 through EFT1242405 in the amount of \$107,157.62. Ayes-4; Nays-0. Absent Supervisor Davies. Motion carried.

Public Input

There was no public input.


UPCOMING Events/Meetings

January 29, 2024	Work Session re: Casper Landing, Wendigo Park	3:00 pm Town Hall
January 29, 2024	Work Session re: Budgets	5:00 pm Town Hall
January 30, 2024	Work Session re: Insurance and 5-Year Plan	2:00 pm Town Hall
January 31, 2024	Work Session re: Budgets	5:00 pm Town Hall
February 1, 2024	Work Session re: Budgets and Board of Audit	5:00 pm Town Hall

Adjourn

There being no further business to come before the board a motion was made by Supervisor Schack and seconded by Supervisor Gilbert to adjourn the meeting at 8:25 pm.

Prepared by:



Peggy Clayton, Chair

Signed by:



Peggy Clayton, Chair

