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Harris Township SINCE 1909



NEIGHBORS, SHORES & MORE

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

REGULAR BOARD MEETING NOVEMBER 10, 2020 MINUTES

Present: Chair Ken Haubrich, Vice Chair Peggy Clayton, Supervisors Jim Kelley, Dennis Kortekaas, Mike Schack; Treasurer Nancy Kopacek

1. **Pledge of Allegiance** – The Pledge of Allegiance to the flag was conducted, followed by the reading of the township mission statement.
2. **Approve the Minutes**
Minutes of October 14, 2020 Board Meeting

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve the minutes of the October 14, 2020 Regular Board Meeting. Motion carried.

3. **Additions and Corrections**

Supervisor Kelley requested adding Sunny Beach Road mailbox to the agenda.

A motion was made by Supervisor Clayton and seconded by Supervisor Schack to add Sunny Beach Road mailbox under Roads, as 6B, and approve the rest of the regular agenda. Motion carried

4. **Business from the Floor**
Petition to Remove ROW at 28875 Sunny Beach Road

Kathy Tadych, 28875 Sunny Beach Road, Grand Rapids, MN., came before the board regarding the removal of the ROW at 28875 Sunny Beach Rd. Kathy told the board she has talked to the owners of the 4 properties (in question) in that plat. The question that was presented to her by one of the owners was if there would be costs associated with the ROW vacate. Chair Haubrich did tell her that there will be costs involved and that it would be in her best interest to contact a real estate attorney, or talk with our township attorney, Andy Shaw. The costs to be borne would be paid for by Kathy.

Kathy will move forward with getting the petition signed by the constituents involved, along with the request from Jack Muhar, who has an adjoining property. The next step would be for Kathy to either present the petition in person, or email the signed petition back to the Clerk, to be placed on an upcoming agenda. If there are any questions by the board on the petition, Kathy will be contacted.

5. **Consent Agenda**
Minnesota Department of Health Report of Water Analytical Results/Town Hall

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve the Consent Agenda, as delineated above. Motion carried

6. Roads
2021 Road Projects Update

Supervisor Kelly briefly discussed the townships five-year plan, which lists Sunny Beach Road as the township road project for 2021. Discussion held.

A motion was made by Supervisor Kortekaas and seconded by Supervisor Clayton to allow Supervisor Kelley to begin working on the bid process for the 2021 Road project (Sunny Beach Road). Motion carried.

Sunny Beach Road Mailbox

Supervisor Kelley reported that a constituent on Sunny Beach Road has encountered a problem with their mailbox location. The constituent wants to remove the mailbox but cannot get the post out of the ground, and was asking the township for monetary assistance to do so.

A motion was made by Chair Haubrich and seconded by Supervisor Kelley to table this item to the November 24, 2020 P and D Meeting so more information/research can be done. Motion carried.

7. Recreation
Landings

Supervisor Schack reported that the port-a-johns have been removed from the landings, and will be brought back when the lake freezes over.

A brief discussion was held on the docks, and ground repair. Supervisor Kelly will talk with the DNR about the issues.

8. Correspondence
Grand Rapids Cable Commission Minutes of September 14, 2020

Supervisor Clayton reviewed the minutes of September 14th. The Franchise Agreements are not signed yet as there is continuing mediation between the City of Grand Rapids, and both Paul Bunyan and Mediacom.

Some great news for the township is that Paul Bunyan has secured CARES Act Funds and is ready to build further into the township. More details will be provided at a later date!

9. Old Business
Resolution #2020-024 Adopting CARES Act Fund Expenditures

Supervisor Clayton read Resolution 2020-024, in its entirety. This resolution details the expenditures made by the township from the CARES Act Funds.

A motion was made by Supervisor Kelly and seconded by Supervisor Schack to approve Resolution #2020-024, Adopting CARES Act Fund Expenditures. Motion carried.

CARES Act Projects Update

Supervisor Clayton reported that the November 10th report was completed and sent to MMB. The final deadline for expenditures is November 15th, with said report deadline on November 24, 2020. Projects are coming to an end, and invoices will be easy for the November 24th report deadline.

MAT Annual Conference, Friday-Saturday, November 20th and 21st, 2020

Supervisor Clayton reviewed the upcoming MAT Annual Conference Zoom Sessions. Normally, the annual conference is held in person, but this year the educational conferences will be Friday, November 20 from 4 PM to 7:30 PM and will cover: Clerk/treasurer breakout room;

Supervisor breakout room; and all officials breakout room, followed by the Saturday, November 21 annual meeting.

Question asked if any Supervisors or the Treasurer will be attending. If we have 3 or more attending, the annual conference dates will need to be posted. Treasurer Kopacek, Supervisors Clayton and Kelley will also be participating. Supervisor Clayton will post, to cover any other supervisors wishing to attend.

Reschedule Clerk Interview

Chair Haubrich reported there is one candidate to be interviewed for the clerk position.

A motion was made by Supervisor Clayton and seconded by Supervisor Kortekaas to schedule Monday, November 16, 2020 at 5:30 PM to conduct the clerk candidate interview, and post said date and time. Motion carried.

Supervisor Clayton will contact the clerk candidate and schedule the 5:30 pm interview on November 16, 2020, and post the interview.

10. New Business

Schedule Budget Sessions in 2021

It was the consensus of the Board, after discussions, to wait until the newly elected supervisor takes office to schedule budget meetings and the Board of Audit.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to table the scheduling of budget meetings and Board of Audit to the January 10, 2020 Regular Board Meeting, Motion carried.

Schedule of 2021 Township Board Meetings

Supervisor Clayton presented the 2021 Harris Town Board meeting schedule. There are no conflicting holidays, with regard to regular meetings and planning and development meetings. The annual town meeting will be held on Tuesday, March 9, 2020 at 7 PM. In case of inclement weather, this meeting will be rescheduled for Tuesday, March 16, 2021 at 7 PM.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the Harris Town Board 2021 meeting schedule. Motion carried.

2020 Projected Financial Summary

Treasurer Kopacek reviewed the 2020 Projected Financial Summary with the board. Short discussion followed.

Winter Burials

Chair Haubrich reviewed the Cemetery Policy, with regard to winter burial rates. As per the policy, winter burial rates are \$1,500 for any burials taking place once the ground is frozen and needs to be thawed with the grave heater.

Discussion followed on obtaining a contractor for winter burial digging, in the absence of maintenance.

Payment of Bills/Claims/Payroll for December 23, 2020

Chair Haubrich reported that there is no P and D Meeting in December. Due to our bi-monthly payroll, and claims, both will still need to be processed.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to authorize Treasurer Kopacek to process payroll and claims, and authorize the Chair, Clerk and Treasurer to sign off on township bills and payroll, with a check date of December 23, 2020, on behalf of the Board. Motion carried.

11. Treasurer's Report
Approve Treasurers Report

Treasurer Kopacek asked for approval to table the October 1, 2020 Treasurer Report to the November 24, 2020 P and D Meeting, to allow her to further research the bank statement.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to table the October 1, 2020 treasurer report to the November 24, 2020 P and D meeting. Motion carried.

Approve the Payment of Bills

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to approve claims #19632 to 19674, and EFTs #1110201 to 1110205 in the amount of \$39,587.30. Motion carried.

12. Public Input

There was no public input.

13. UPCOMING Events/Meetings

November 16, 2020	Clerk Interview	5:30 pm Town Hall
November 23, 2020	Work Session re: Fire-Fighting Contract	6:00 pm Town Hall
November 24, 2020	P and D Meeting	7:30 pm Town Hall
December 9, 2020	Regular Board Meeting	7:30 pm Town Hall

**** There will be no P and D Meeting in December****

14. Adjourn

There being no further business to come before the board, a motion was made by Supervisor Kortekaas and seconded by Supervisor Kelley to adjourn the meeting at 8:25 PM.

Prepared by: _____
Peggy Clayton, Acting Clerk

Signed by:  _____
Ken Haubrich Chair