



Ken Haubrich
28677 Norberg Drive
Grand Rapids, MN 55744
Phone 218-327-1351

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

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

PLANNING AND DEVELOPMENT MEETING OCTOBER 28, 2020 MINUTES

Present: Chair Ken Haubrich, Vice Chair Peggy Clayton, Supervisors Jim Kelley, Dennis Kortekaas, and 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**

P and D Meeting Minutes of September 23, 2020

A motion was made by Supervisor Kortekaas and seconded by Supervisor Kelley to approve the minutes of the September 23, 2020 P and D Meeting. Motion carried.

CARES Act and Hazard Mitigation Work Session Minutes of October 21, 2020

A motion was made by Supervisor Schack and seconded by Supervisor Clayton to approve the minutes of the October 21, 2020 CARES Act and Hazard Mitigation Work Session. Motion carried.

3. **Additions and Corrections**

A motion was made by Supervisor Kelley and seconded by Supervisor Clayton to add Sunny Lane to the agenda under Roads as “6H”. Motion carried.

4. **Business from the Floor**

There was no business from the floor.

5. **Consent Agenda**

Zoning/Itasca Land Use Permits

SSTS Permits

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

6. **Roads**

Resolution #2020-019 Approving Laws of MN, Special Session Chapter 1, Senate Files

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to approve Resolution #2020-019 Approving Laws of MN, Laws 2020, Special Session Chapter 1, Senate File 5. Motion carried.

Resolution #2020-023 Township Maintenance Agreement

A motion was made by Supervisor Kelley and seconded by Supervisor Clayton to approve Resolution #2020-023 Township Road Maintenance Easement. Motion carried.

Stony Point Turnaround Update

Supervisor Kelley reported that Schwartz Excavating will begin work on the Stony Point Turnaround on Thursday, October 29, 2020. Work should be completed in a few days. Supervisor Kelley will communicate with Itasca County Road and Bridge Foreman to advise of the turnaround being completed.

Snowplowing

Supervisor Kelley reminded the viewing audience that snowplowing of county roads will take precedent over township roads.

Supervisor Kelley will talk with Casper Construction regarding grading of Wagon Wheel Court Road, and Bear Creek Road.

Resolution #2020-020 Closing Sunset Lane for Maintenance

A motion was made by Supervisor Clayton and seconded by Supervisor Kortekaas to approve Resolution #2020-020 Closing Sunset Lane for Maintenance. Motion carried.

Resolution #2020-021 Closing Sunset Drive for Maintenance

A motion was made by Supervisor Kortekaas and seconded by Supervisor Kelley to approve Resolution #2020-021 closing Sunset Drive for Maintenance. Motion carried.

Resolution #2020-022 Closing Nicholas Street for Maintenance

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve Resolution #2020-022 closing Nicholas Street for Maintenance. Motion carried.

Sunny Lane

Supervisor Kelley reported that Sunny Lane had standing water after the last rainfall. SEH was contacted regarding a potential water issue on the road. Sunny Lane will be checked again in the spring.

7. Recreation

Park and Cemetery Inspection Report for September 2020

Supervisor Clayton reported that vandalism is still front and center in our parks!

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve the Park and Cemetery Inspection Report for September 2020. Motion carried.

Portable John Contract Update-Northland Portables Contract

Supervisor Clayton updated the board on the current Portable John Contract contract. If the Board terminated the contract prior to expiration of its term, the board would be responsible for an amount equal to 25% of the most recent invoice, multiplied by the number of months remaining until the expiration of said contract. The most recent invoice was \$392.00, with 6 months left on the contract, bringing a total of \$588 to terminate the contract.

Discussion followed. The board agreed to keep status quo until the contract expires in April 2021.

Rinks

Supervisor Kelley stated that three rink attendants from last season will be available for the 2020-2021 season (two over the Christmas vacation). The board will continue to look for rink attendants for the season.

Volunteers from last season, had contacted Supervisor Kelley and will once again flood Wendigo Rink when the weather cooperates. The Board is looking for volunteers for flooding Crystal Park. Those interested can contact Supervisor Kelley or Personnel Dynamics.

8. Correspondence

MAT CARES Act Zoom Meeting Minutes of October 20, 2020

Supervisor Clayton reported that November 10, 2020 is the deadline for reporting expenditures from October. November 15, 2020 is the final deadline for reporting expenditures from November.

Townships would benefit by approving a resolution on CARES Act expenditures. Supervisor Clayton will bring forward a resolution at the November 10, 2020 Board Meeting.

If closings, social distancing, etc. continues into 2021, MAT suggested that townships could postpone their Annual Township Meetings or hold them via zoom

9. Town Hall

Supervisor Clayton reported that training with the new Caretaker/Sexton, Terri Friesen, will begin on November 2, 2020.

10. Maintenance

Maintenance Report for September 2020

Supervisor Schack reported that all docks have been removed from the landings in the township. Signs are being replaced throughout the township.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to approve the Maintenance Report for September 2020. Motion carried.

Maintenance Vacation

Supervisor Schack reported that Maintenance staff person, Derrick Martilla, has several vacation days that need to be used up prior to the end of the year. Derrick had asked about carrying over some of the days. Language in the Employee handbook will be reviewed. It was the consensus of the Board that Derrick use up vacation days prior to the end of the year, as time cannot be paid out.

11. Old Business

Schedule Board Interviews for Clerk Finalists

Chair Haubrich stated that initial interviews have taken place, and he would like to have the full board interview the two Clerk candidates.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to schedule Monday, November 2, 2020 from 7:00 pm - 9:00 pm for interviews at the town hall. Motion carried.

Supervisor Clayton will contact the candidates and schedule interviews beginning at 7:00 pm, and will post the scheduled interview date and time frame.

Updated Resolution 2020-016B for Election Judges

Supervisor Clayton requested board approval of Resolution #2020-016B, updated 2020 Election Judges for General Election. Three election judges will no longer be participating, therefore, two new judges went through required training and will be participating in the November 3, 2020 elections at the hall.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve Resolution #2020-016 2020 Election Judges for General Election. Motion carried.

Mediacom Update

Supervisor Clayton reported that Mediacom held their site survey at both parks. Work will begin on setting up WiFi and transferring phones at both parks, from Century Link to Mediacom. Construction will also be scheduled at Crystal Park.

Copier Update

Supervisor Clayton stated that the new copier will be installed/finalized in the next week.

With regard to CARES Act expenditures, Anderson Glass will install the remote operator on Friday, October 30, 2020. Pokegama Electric will complete the electrical portion on the remote operator, and also complete the electrical for the washer/dryer on Monday, November 2, 2020.

12. New Business

City of Grand Rapids Proposed 2021 Fire Contract Amounts

Chair Haubrich reviewed the recent spreadsheet received from Fire Chief Travis Cole, indicating the proposed fire contract amount for 2021, which shows an increase over 2020. Discussion followed.

It was the concensus of the board to schedule a work session with Fire Chief Cole, regarding a fire contract. The last contract with the City of Grand Rapids for fire-fighting services expired in 2015.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to schedule a work session to include Fire Chief Cole, and others from the Fire Department, with the Board for Monday, November 23, 2020 at 6:00 pm at the town hall. Motion carried.

Chair Haubrich will contact Fire Chief Cole.

Schedule Board of Canvass

A motion was made by Supervisor Clayton and seconded by Supervisor Schack to schedule the Board of Canvass for Thursday, November 5, 2020 at 4:30 pm at the town hall. Motion carried.

Posting and Publishing of Board of Canvass

A motion was made by Chair Haubrich and seconded by Supervisor Kelley to publish the scheduled Board of Canvass, and post said BOC. Motion carried.

13. Bills

Approve the Payment of Bills

A motion was made by Supervisor Kortekaas and seconded by Supervisor Kelley to approve the payment of bills-claims #19624-19631 and EFTs #1028201-1028208 in the amount of \$14,284.49. Motion carried.

14. Public Input

There was no public input.

15. UPCOMING Events / Meetings

November 2, 2020	Clerk Interviews	7:00-9:00 pm Town Hall
November 3, 2020	General Elections	7:00am-8:00pm Town Hall
November 5, 2020	Board of Canvass	4:30 pm Town Hall
November 10, 2020	Regular Board Meeting	7:30 pm Town Hall*
November 23, 2020	Fire Contract Work Session	6:00 pm Town Hall
November 24, 2020	P and D Board Meeting	7:30 pm Town Hall*
December 9, 2020	Regular Board Meeting	7:30 pm Town Hall

**Regular Board Meeting, and P and D Board Meeting for November will be held on the 2nd and 4th TUESDAY.*

16. Adjourn

There being no further business to come before the Board, a motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to adjourn the meeting at 8:30 pm.

Prepared by: _____
Peggy Clayton, Acting Clerk

Signed by: _____
Ken Haubrich, Chair