

Madam Chair Peggy Clayton  
20356 Wendigo Park Road  
Grand Rapids, MN 55744  
Phone 218-259-1551

Supervisor/VC Mike Schack 340-8852  
Supervisor Ryan Davies 929-0610  
Supervisor Dan Gilbert 259-4967  
Supervisor Jim Kelley 327-0317  
Treasurer Nancy Kopacek 398-3497  
Clerk Kelly Derfler 244-1811

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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](http://www.harristownshipmn.org)

## **PLANNING & DEVELOPMENT MEETING** **March 27, 2024** **MINUTES**

**Present:** Madam Chair Clayton, Vice Chair Schack, Supervisors Davis, Kelley, and Gilbert; Treasurer Kopacek, Clerk Derfler

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

### **Approve the Minutes**

#### **Minutes of February 28, 2024, P & D Meeting**

A motion was made by Supervisor Gilbert and seconded by Supervisor Schack to approve the minutes of the February 28, 2024 P & D Meeting. Ayes-5; Nays-0. Motion carried.

#### **Minutes of March 13, 2024, Closed Work Session re: Security**

A motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to approve the minutes of the March 13, 2024 Closed Work Session re: Security. Ayes-5; Nays-0. Motion carried.

### **Additions and Corrections**

There were no additions or corrections to the agenda.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the agenda. Ayes-5; Nays- 0. Motion Carried.

### **Business from the Floor**

There was no business from the floor.

### **Consent Agenda**

There were no consent agenda items.

### **Roads**

## **Roads Update**

Supervisor Kelley stated that the gravel roads are messy due to the recent snow. Plowing has been slow because the grader is being used.

Supervisor Kelley also provided an update on the Sunny Beach Addition Rd project. SEH stated that there are 4-5 businesses that have shown interest in bidding on the project. SEH has requested an addendum to move substantial completion from July 15, 2024 to August 15, 2024 to allow for more competitive bidding.

A motion was made by Supervisor Gilbert and seconded by Supervisor Schack to approve the Sunny Beach Addition Rd Addendum to move the substantial completion date from July 15, 2024 to August 15, 2024. Ayes-5; Nays-0. Motion carried.

## **Recreation**

### **Park and Cemetery Inspection Reports for February 2024**

A motion was made by Supervisor Schack and seconded by Supervisor Kelley to approve the Park and Cemetery Inspection Reports for February 2024. Ayes-5; Nays-0. Motion carried.

### **Fencing at Mishawaka Landing**

Supervisor Schack shared photos of the damaged fencing at Mishawaka Landing. He also provided one quote from Iron Oaks Fencing to repair the fences on the North and South side of the landing. The North side will need to be replaced and the South side is repairable as there are just bent posts. The posts on the North side are set in cement and will be costly to fill in. It was suggested to cut the posts off at the ground and install new posts next to the old footings as a cost saving measure. Discussion followed.

A motion was made by Supervisor Gilbert and seconded by Chair Clayton to allow Supervisor Schack to move forward with getting an additional quote for replacing the fencing on the North side of Mishawaka Landing and repairing the fencing on the South side of Mishawaka Landing. Ayes-5; Nays-0. Motion carried.

## **Correspondence**

### **Trails Task Force Minutes of February 8, 2024**

Informational.

### **March 14, 2023 Township Annual Meeting Minutes**

Informational.

### **Zoning Ordinance Text Amendment**

Informational.

## **Town Hall**

### **Town Hall Report for February 2024**

A motion was made by Supervisor Schack and seconded by Supervisor Kelley to approve the Town Hall Report for February 2024. Ayes-5; Nays-0. Motion carried.

## **Maintenance**

## **Maintenance Report for February 2024**

A motion was made by Supervisor Schack and seconded by Supervisor Gilbert to approve the Maintenance Report for February 2024. Ayes-5; Nays-0. Motion carried.

### **Service Center Ceiling**

Supervisor Schack stated that the Service Center ceiling is in need of repair. He shared photos of the ceiling throughout the building. The cracking is due to poor workmanship, specifically being that the roof trusses are 4 feet on center. The repairs would likely be costly. The board determined that the best course of action for the time being would be to leave it as is.

### **Tires for Tractor**

Supervisor Schack stated that the front tires on the large tractor are in need of repair. He provided the board with 2 quotes for replacements. The first quote was from Southside Tire for \$540.00 for each tire but they will not mount the tires. The second quote was from Acheson Tire for \$1,250.00 for both tires and does include mounting the tires.

A motion was made by Supervisor Davies and seconded by Supervisor Schack to approve the purchase of two tractors tires from Acheson Tire for \$1,250.00 including mounting. Ayes-5; Nays-0. Motion carried.

## **Old Business**

### **2024 Local Board of Appeal and Equalization (tabled from March 13, 2024 meeting)**

Chair Clayton stated that the 2024 Local Board of Appeal and Equalization date was confirmed with the County. The meeting will be held on Thursday, May 1, 2024 at 9am at the Harris Town Hall.

A motion was made by Supervisor Schack and seconded by Supervisor Kelley to approve publishing and posting the 2024 Local Board of Appeal and Equalization meeting date and time of Thursday, May 1, 2024 at 9am at the Harris Town Hall. Ayes-5; Nays-0. Motion carried.

## **New Business**

### **Approval for Gift Basket for the April 8, 2024 Township Association Annual Dinner**

Chair Clayton requested that the board approve purchasing a gift basket for the raffle at the April 8, 2024 Township Association Annual Dinner.

A motion was made by Supervisor Gilbert and seconded by Supervisor Kelley to approve the purchase of a gift basket up to \$50.00 for the raffle at the April 8, 2024 Township Association Annual Dinner. Ayes-5; Nays-0. Motion carried.

### **CEDA Annual Meeting**

Chair Clayton shared an invitation received from CEDA to attend their Annual Meeting. The meeting will be held on May 18, 2024 in Blue Earth, MN. If members of the board intend to attend the meeting then it will need to be posted by the clerk.

### **March 12, 2024, Annual Township Meeting Contribution Requests**

Chair Clayton presented the recommendations made by the electorate at the Township Annual Meeting held on March 12, 2024. Chair Clayton also reviewed Resolution 2023-011 re: Contribution Request Policy that was approved in April of 2023.

#### **City of Grand Rapids**

**Requested Amount:** \$6,000.00

**Electorate:** A motion was made, seconded, and passed unanimously to recommend the approval of \$6,000.00. (March 12, 2024)

**March 27, 2024, Proceedings**

Is the contribution statutorily authorized?

Statute: 365.10

Yes: 5 No: 0

Is the contribution for a public purpose and in the town's best interest?

Yes: 5 No: 0

Can the town board satisfy all the conditions, requirements, and procedures associated with the contribution?

Yes: 5 No: 0

Has the board budgeted and/or levied dedicated contribution funds?

Yes: 5 No: 0

Motion made by Supervisor Kelley and seconded by Supervisor Davies to approve the contribution of \$6,000.00 to the City of Grand Rapids for fireworks display on July 4, 2024. Ayes-5; Nays-0. Motion carried.

**ElderCircle**

**Requested Amount:** \$1,000.00

**Electorate:** A motion was made, seconded, and passed unanimously to recommend the approval of \$1,000.00. (March 12, 2024)

**March 27, 2024, Proceedings**

Is the contribution statutorily authorized?

Statute: 365.10

Yes: 5 No: 0

Is the contribution for a public purpose and in the town's best interest?

Yes: 5 No: 0

Can the town board satisfy all the conditions, requirements, and procedures associated with the contribution?

Yes: 5 No: 0

Has the board budgeted and/or levied dedicated contribution funds?

Yes: 5 No: 0

Motion made by Supervisor Schack and seconded by Supervisor Davies to approve the contribution of \$1,000.00 to ElderCircle for services provided of empowering older adults to maintain active, living and healthy independence by linking them, their families, and/or caregiver to services that help them remain in their homes longer. Ayes-5; Nays-0. Motion carried.

**First Call for Help**

**Requested Amount:** \$1,000.00

**Electorate:** A motion was made, seconded, and passed unanimously to recommend the approval of \$1,000.00. (March 12, 2024)

**March 27, 2024, Proceedings**

Is the contribution statutorily authorized?

Statute: 365.10

Yes: 5 No: 0

Is the contribution for a public purpose and in the town's best interest?

Yes: 5 No: 0

Can the town board satisfy all the conditions, requirements, and procedures associated with the contribution?

Yes: 5 No: 0

Has the board budgeted and/or levied dedicated contribution funds?

Yes: 5 No: 0

Motion made by Supervisor Gilbert and seconded by Supervisor Kelley to approve the contribution of \$1,000.00 to First Call for Help to provide free, confidential, and non-judgmental crisis intervention, active listening, and information and referral services 24 hours a day, 365 days a year, to the residents and agencies within Harris Township. Ayes-5; Nays-0. Motion carried.

**Itasca County Agricultural Association**

**Requested Amount:** \$1,000.00

**Electorate:** A motion was made, seconded, and passed unanimously to recommend the approval of \$1,000.00. (March 12, 2024)

**March 27, 2024, Proceedings**

Is the contribution statutorily authorized?

Statute: 38.12

Yes: 5 No: 0

Is the contribution for a public purpose and in the town's best interest?

Yes: 5 No: 0

Can the town board satisfy all the conditions, requirements, and procedures associated with the contribution?

Yes: 5 No: 0

Has the board budgeted and/or levied dedicated contribution funds?

Yes: 5 No: 0

Motion made by Supervisor Schack and seconded by Supervisor Davies to approve the contribution of \$1,000.00 to the Itasca County Agricultural Association for services of focusing on youth programming while providing annual county fair, general promotions of agriculture, horticultural and animal husbandry. Ayes-5; Nays-0. Motion carried.

**Itasca County Historical Society**

**Requested Amount:** \$3,317.00

**Electorate:** A motion was made, seconded, and passed unanimously to recommend the approval of \$3,317.00. (March 12, 2024)

**March 27, 2024, Proceedings**

Is the contribution statutorily authorized?

Statute: 138.053

Yes: 5 No: 0

Is the contribution for a public purpose and in the town's best interest?

Yes: 5 No: 0

Can the town board satisfy all the conditions, requirements, and procedures associated with the contribution?

Yes: 5 No: 0

Has the board budgeted and/or levied dedicated contribution funds?

Yes: 5 No: 0

Motion made by Supervisor Kelley and seconded by Supervisor Davies to approve the contribution of \$3,317.00 to the Itasca County Historical Society to provide services and facilities for research and documentation of historical and genealogical information, photos, and artifacts about and within Itasca County. Ayes-5; Nays-0. Motion carried.

**Support Within Reach**

**Requested Amount:** \$1,000.00

**Electorate:** A motion was made, seconded, and passed unanimously to recommend the approval of \$1,000.00. (March 12, 2024)

**March 27, 2024, Proceedings**

Is the contribution statutorily authorized?

Statute: 365.10

Yes: 5 No: 0

Is the contribution for a public purpose and in the town's best interest?

Yes: 5 No: 0

Can the town board satisfy all the conditions, requirements, and procedures associated with the contribution?

Yes: 5 No: 0

Has the board budgeted and/or levied dedicated contribution funds?

Yes: 5 No: 0

Motion made by Supervisor Gilbert and seconded by Supervisor Davies to approve the contribution of \$1,000.00 to Support Within Reach to provide sexual violence support services, and prevention education programming. The mission is to reduce the impact and harm of sexual violence on the individuals and families in the community. Ayes-5; Nays-0. Motion carried.

Letters will be sent to the above agencies, along with their funds, their signed contract, and stipulations that the agency must provide a breakdown of what they spent their funds on by December 31, 2024. The agency must also provide a copy of their financial statement (with their 2025 contribution request) for the March 2025 Annual Township Meeting.

### Schedule Closed Work Session re: Security

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to schedule a Closed Work Session re: Security on April 22, 2024 at 4:30pm at the Harris Town Hall. Ayes-5; Nays-0. Motion carried.

### Bills

#### Payment of Bills

Treasurer Kopacek reviewed the March 27, 2024 Claims List.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve and pay the bills, claims #21380 through #21397, and EFTs 3272401 through EFT 3272406 and EFT 2292401 in the amount of \$25,346.56. Ayes-5; Nays-0. Motion carried.

#### Public Input

Supervisor Schack advised the public to not plow snow across the roadways as it is against the law.

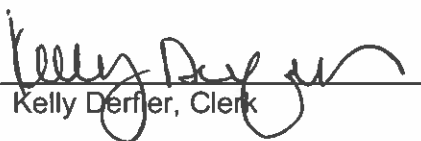
#### UPCOMING Events/Meetings

April 1, 2024	Work Session re: Casper Landing Wendigo Park, ARPA Funds	5:00 pm Town Hall
April 4, 2024	MAT Spring Short Course	8am-3pm Sugar Lake Lodge
April 8, 2024	Itasca County Township Assn Annual Dinner	5:00 pm Carpenter Town Hall
April 10, 2024	Regular Board Meeting	7:30 pm Town Hall
April 18, 2024	Work Session re: Casper Landing Wendigo Park, ARPA Funds	5:00 pm Town Hall
April 22, 2024	Closed Work Session re: Security	4:30 pm Town Hall
April 22, 2024	Work Session re: Casper Landing, Wendigo Park, ARPA Funds	5:00 pm Town Hall
April 24, 2024	P&D Board Meeting	7:30 pm Town Hall

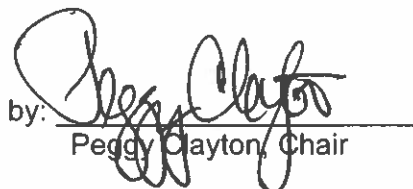
#### Adjourn

There being no further business to come before the board, a motion was made by Supervisor Gilbert and seconded by Supervisor Kelley to adjourn the meeting at 8:05pm.

Prepared by:

  
Kelly Derfler, Clerk

Signed by:

  
Peggy Clayton, Chair

