

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

harristownshipclerk@gmail.com

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

PLANNING & DEVELOPMENT MEETING September 27, 2023 MINUTES

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

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

Approve the Minutes

Minutes of August 23, 2023, P & D Meeting

A motion was made by Supervisor Gilbert and seconded by Supervisor Davies to approve the minutes of the August 23, 2023 P & D Meeting. Ayes-5; Nays-0. Motion carried.

Minutes of September 11, 2023 Special Meeting re: Conditional Use Permit

A motion was made by Supervisor Gilbert and seconded by Supervisor Kelley to approve the minutes of the September 11, 2023 Special Meeting re: Conditional Use Permit. Ayes-5; Nays-0. Motion carried.

Minutes of September 18, 2023 Site Visit re: Wendigo Picnic Park and Casper Landing

A motion was made by Supervisor Schack and seconded by Supervisor Gilbert to approve the minutes of the September 18, 2023 Site Visit re: Wendigo Picnic Park and Casper Landing. Ayes-5; Nays-0. Motion carried.

Additions and Corrections

Chair Clayton proposed a correction of item 9A, Town Hall Report. The corrected Town Hall Report was available for the meeting.

Supervisor Kelley proposed adding Insurance and Landings to the scheduling of a Work Session to item 12A.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the agenda with the corrected Town Hall Report to item 9A and adding Insurance and Landings to the scheduling of a Work Session to item 12A. 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 second lift was put in on Mishawaka Road on September 19, finalizing the 2023 Road Projects. Gravel Roads are starting to get rough. He will call Casper Construction to grade prior to winter.

Pay Request- Hawkinson 2023 Road Projects

Supervisor Kelley presented the Hawkinson 2023 Road Projects Pay Request for \$520,884.07, representing 82.24% completion of the road projects. There were overages on fill and sub-cuts on Mishawaka Shores that will be billed on the final Pay Request along with striping.

A motion was made by Supervisor Kelley and seconded by Supervisor Shack to approve the Hawkinson 2023 Road Projects Pay Request in the amount of \$520,884.07. Ayes-5; Nays-0. Motion carried.

2023 Road Graveling

Supervisor Kelley provided quotes for Road Graveling from Schwartz and Casper Construction to add gravel to Hughes Rd, Vroman Rd, and Jane Ln. The Schwartz quote was \$24,102.25 and the Casper Construction quote was for \$51,120.00, both excluding the turn-around on Hughes Rd.

A motion was made by Supervisor Kelley and seconded by Chair Clayton to approve the low-bid Schwartz quote of \$24,102.25 to add gravel to Hughes Rd, Vroman Rd, and Jane Ln. Ayes-5; Nays-0. Motion carried.

Recreation

Park and Cemetery Inspection Reports for August 2023

A motion was made by Supervisor Schack and seconded by Supervisor Gilbert to approve the Park And Cemetery Inspection Reports for August 2023. Ayes-5; Nays-0; Motion carried.

Weed Inspection Report

Supervisor Gilbert shared that most weeds have completed their life cycle. Mushrooms will be appearing this time of year. Use caution when eating wild mushrooms. The pollinator garden will be addressed in the Springtime. Milkweed can be saved for the pollinator garden if the seedpods did not open. Supervisor Gilbert will be getting wildflower seeds from Prairie Restorations, LLC for the pollinator garden. He recommends tilling the area in the Spring then planting seeds. He also recommended fertilizing and reseeding Crystal Park and the cemetery before winter.

Supervisor Schack stated that Maintenance will be cutting the pollinator garden once more prior to winter, spray weed killer, and then burn the area this fall, followed by tilling in the spring.

Mishawaka Landing

Supervisor Kelley stated that all the pipework has been installed and the grading is complete at Mishawaka Landing. Hawkinson will be paving the landing, scheduled for October 18-19. The landing will be closed during this time. Striping will be completed at a later date. Maintenance will address the fencing that was moved/felled during the construction.

Firewise

Supervisor Schack stated that the DNR did not approve the Firewise grant for Itasca County. They will still pick up piles that were already on the books.

Cemetery Policy- Removal of Flowers, etc.

Chair Clayton shared a reminder that flowers and decorations in the cemetery must be removed by October 1st, per the cemetery policy. Flowers and decorations are only permitted between April 1st through October 1st. Any items not removed by October 1st will be removed by the maintenance staff and will be placed in a bin by the cemetery garage for one week. The policy also states that there shall be no planting of shrubs or trees on cemetery grounds. Any shrub or tree that was planted will be removed by maintenance staff, as it is in violation of the cemetery policy.

Chair Clayton added that there are several plots that have flowers in the ground with wood chips that are impeding on other grave sites. These flowers will also be removed by maintenance staff.

Correspondence

Grand Rapids Area Cable Commission Minutes of May 5, 2023

Informational.

Town Hall

Town Hall Report for August 2023

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the Town Hall Report for August 2023. Ayes-5; Nays-0; Motion carried.

Maintenance

Maintenance Report for August 2023

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to approve the Maintenance Report for August 2023. Ayes-5; Nays-0; Motion carried.

Old Business

New Business

Schedule Closed Work Session to Discuss Performance of Employee under Board Direction, and Schedule a Work Session re: Insurance and Landings

A motion was made by Supervisor Schack and seconded by Supervisor Gilbert to schedule a closed work session re: the performance of an employee under board direction, for Thursday, October 12, at 6:00pm, and schedule a work session re: insurance and landings, immediately following the closed session on Thursday, October 12, 2023 at 6pm at Town Hall. Ayes-5; Nays-0; Motion carried.

Bills

Payment of Bills

Treasurer Kopacek reviewed the September 27, 2023 Claims List.

A motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to approve and pay the bills, claims #21156 through #21169, and EFTs 9272301 through #EFT 9272309 in the amount of \$8,578.55. Ayes-5; Nays-0; Motion carried.

Public Input


Chair Clayton stated that the Fight Blight Event was extremely successful. They filled 11 30ft roll-off dumpsters totaling 23.7 tons of blight. They wish to continue the events in the future.

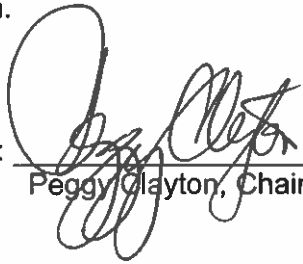
UPCOMING Events/Meetings

October 7, 2023	Legal Seminar	8:00am Cotton, MN
October 9, 2023	Itasca County Township Association Meeting	7:00pm Town Hall
October 11, 2023	Regular Board Meeting	7:30pm Town Hall
October 12, 2023	Closed Work Session Discuss Perf of Employee	6:00pm Town Hall
October 12, 2023	Work Session re: Insurance and Landings	Immediately following Closed Work Session Town Hall
October 25, 2023	P & D Meeting	7:30pm 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 7:50pm.

Prepared by: 
Kelly Deffler, Clerk

Signed by: 
Peggy Clayton, Chair