

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
Treasurer Nancy Kopacek 398-3497
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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 APRIL 12, 2023 MINUTES

Present: Madam Chair Clayton, Vice Chair Schack, Supervisor Davies, Supervisor Gilbert, Supervisor Kelley; Treasurer Kopacek

Absent: Clerk Kent

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

Approve the Minutes

Minutes of March 8, 2023, Regular Board Minutes

A motion was made by Supervisor Gilbert and seconded by Supervisor Schack to approve the minutes of the March 8, 2023, Regular Board Meeting. Ayes-5; Nays-0. Motion carried.

Minutes of March 28, 2023, Closed Work Session Re: Appraisal of an Employee under Board Direction

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to approve the minutes of the March 28, 2023, Closed Work Session Re: Appraisal of an Employee under Board Direction. Ayes-5; Nays-0. Motion carried.

Minutes of March 27, 2023, Work Session Re: MATIT, Admin Policy, Resolution 2008-004, And Hall Addition Discussion

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the minutes of the March 27, 2023, Work Session Re: MATIT, Admin Policy, Resolution 2008-004, and Hall Addition Discussion. Ayes-5; Nays-0. Motion carried.

Minutes of March 20, 2023, Closed Work Session Re: Appraisal of an Employee under Board Direction, and Performance of an Employee under Board Direction

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to approve the minutes of the March 20, 2023, Closed Work Session Re: Appraisal of an Employee under Board Direction, and Performance of an Employee under Board Direction. 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 Regular Board agenda. Ayes-5; Nays-0. Motion carried.

Business from the Floor

There was no business from the floor.

Consent Agenda

There were no items on the Consent Agenda.

Roads

2023 Road Project

Supervisor Kelley discussed the 2023 road projects. SEH submitted the plans/specs for Aspen Drive, Mishawaka Road, and Mishawaka Shores. Bids close on April 20, 2022, and plans are to bring the bid estimates to the April 26, 2023, P and D Board Meeting.

Road Grading

Supervisor Kelley reviewed the road grading bids received. Casper Construction came in at \$205/hour, which was the same price as 2022. Schwartz and Sons came in at \$185/hour. Their time would start upon arrival at the first road, and would stop when leaving the last road, but there would also be a (paid) 2-hour minimum. Discussion held.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve, and "award the road grading contract to Casper Construction, at a bid price of \$205.00/hour, and sign said contract. Ayes-5; Nays-0. Motion carried.

Dirt Pricing

Supervisor Kelley reviewed the material (dirt) pricing bids received:

Class 5: Casper Construction came in at \$9.50/CY-\$6.79/ton
Hawkinson Construction came in at \$9.73/CY-\$6.95/ton
Schwartz and Sons came in at \$17.00/CY

Screened Topsoil:
Casper came in at \$30.00/CY- \$27.27/ton
Hawkinson Construction came in at \$33.55/CY-\$30.50/ton
Schwartz and Sons came in at \$28.00/CY

Both Hawkinson and Casper would deliver directly to the Service Center. Discussion followed. Supervisors pointed out that Casper would be utilizing the pit located in Harris Township.

A motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to approve and award the material (dirt) pricing contract to Casper Construction for Class 5 at \$9.50/CY-\$6.79/ton, and Screened Topsoil at \$30.00/CY- \$27.27/ton, and sign said contract. Ayes-5; Nays-0. Motion carried.

Construction Progress Reporting Survey for April 2023

Supervisor Kelley reviewed the Construction Progress Reporting Survey for April 2023. The report figures will not change until work resumes on Sunny Beach Road.

Lakeview Drive

Supervisor Kelley reported that he received a call from a constituent on Lakeview Drive about the snow buildup in the turnaround by his property. Due to the warm weather, the snow is melting and flowing down further into his yard and into his workshop, etc. He was requesting that either the county

or the township move the piles of snow. Supervisor Kelley and the District Foreman did tell the constituent that Itasca County's contract is to plow roads and not move (piles of) snow, and even though it is a township road, the township does not move the snow. Further discussion was held. No further action needs to take place.

Recreation Northland Portables

Chair Clayton reviewed the 2-year rental/service agreement from Northland Portables. Prices increased slightly over the 2021-2023 contract. Discussion held on obtaining a second quote. It was decided that the last time the board received two quotes, and went with the other vendor, the board ended up breaking the agreement, due to the lack of services provided.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve and sign the Northland Portables contract for (portables) at township parks and boat landings, effective May 1, 2023-March 1, 2025.

Quotes on Outside Lighting & Water Receptacle at Town Hall

Supervisor Schack reviewed the electrical quotes received from Pokegama Electric, and Skoglund Electric. Discussion followed.

Pokegama Electric - \$425.00/water dispenser; \$425/install motion light (Township purchases light); and \$650/replace parking lot light. TOTAL: \$1,500.00

Skoglund Electric – \$430.11/water dispenser; \$580.46 purchase and install motion light; and \$538.48/replace parking lot light. TOTAL: \$1,546.05

A motion was made by Supervisor Gilbert and seconded by Supervisor Schack to approve and sign the electrical contract with Skoglund Electric in the amount of \$1,546.05. Ayes-5; Nays-0. Motion carried.

Correspondence Intergovernmental Meeting Minutes of March 22, 2023 Informational

Steve Moe Conditional Use Permit Update Informational

Old Business Resolution 2023-002A Administrative Policy, and Appendix C Supervisor Duties

Chair Clayton reviewed Resolution #2023-002A Administrative Policy, and Appendix C Supervisor Duties, which would replace #2023-002. The changes made were under 6.2 "adding "C. Board Agenda Add-Ons", and Appendix C. Supervisor Duties, adding "inspection of rinks" to 2. Duties covered under the stipend as per the compensation policy.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve Resolution 2023-002A Administrative Policy, and Appendix C Supervisor Duties. Ayes-5; Nays-0. Motion

Itasca County Land Classification

Supervisor Davies reviewed the information received from the Itasca County Land Department regarding Parcel ID 19-018-3305 being classified as non-conservation and therefore, can be sold. As per Supervisor Davies, there are no assessments that were cancelled at forfeiture. The Land Department will be notified of such.

New Business

Schedule Work Session Re: MATIT, Boat Landings, Parks, Grants

A motion was made by Supervisor Schack and seconded by Supervisor Davies to schedule a work session Re: boat landings, parks, grants and MATIT, for Thursday, April 20, 2023, at 5:30 pm at the Town Hall. Ayes-5; Nays-0. Motion

Schedule Work Session Re: Website and Lawn Contract Bids

Chair Clayton stated that the bids for lawn care close on April 22, 2023, therefore, the work session will need to be scheduled after that date.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to schedule a work session Re: website and lawn care contract bids, for Thursday, May 11, 2023, at 6:00 pm at the Town Hall. Ayes-5; Nays-0. Motion carried.

Scheduled Closed Work Session Re: Employee under Supervision of Board

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to schedule a closed work session Re: employee under supervision of the board for Thursday, April 20, 2023, at 5:00 pm at the Town Hall. Ayes-5; Nays-0. Motion

RAMS Invite

Chair Clayton invited Pat Medure, who is a board member of RAMS, to speak on behalf of RAMS.

Pat told the board that Rams (Range Association of Municipalities and Schools) is a strong organization that represents the entire Taconite Assistance area and has been a voice for the region since 1939 when progressive local officials recognized the need to have a presence and united voice in Saint Paul during the legislative session, as a need to protect the revenue, generating from the iron ore mining industry, which was at risk. Rams was created, resources were pulled, and the legislature took notice by recognizing Rams in state statute as the voice for the range. Rams has a full-time lobbyist so that the region is always represented.

They represent small towns and townships with legislative issues, and support local school districts and work hard to promote collaboration and cooperation among communities and local government. There are 63 other Range Cities, Townships and school districts that have made RAMS what they are today. The annual dues to RAMS memberships for Townships, is \$300 annually. Pat pointed out that the due structure has not changed in 23 years, therefore, there may be a slight increase coming forward.

Meetings are held monthly and there's an annual meeting held each year. They also hold a "day at the Capitol" where anyone can go and talk to legislators about concerns, they have. After December of each year, and before the legislative session begins, members are asked to bring forward their issues, and those items are gathered and that's what the lobbyist would bring forward to the legislators. Currently, there are 24 Townships who are members of RAMS.

Discussion followed. The board was appreciative of the presentation from Pat and were very much in favor of having a "voice" with legislators.

A motion was made by Supervisor Gilbert and seconded by Supervisor Davies to approve a RAMS membership and \$300.00 annual dues. Ayes-5; Nays-0. Motion

Resolution #2023-011 Re: Contribution Requests

Chair Clayton presented Resolution #2033-011 Re: Contribution Requests and read it in its entirety.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve Resolution #2023-011 Re: Contribution Requests, and revoke Resolution #2008-004 Re: Donation and Contribution Request Policy, effective April 12, 2023. Roll call: Ayes-5; Nays-0. Motion carried.

March 14, 2023, Annual Meeting Contribution Requests

Chair Clayton presented the recommendations made by the electorate at the Township Annual Meeting held on March 14, 2023.

City of Grand Rapids

Requested Amount: \$5,333.00

Electorate: A motion was made, seconded, and passed unanimously to recommend the approval of \$5,333.00. (March 14, 2023)

April 12, 2023, 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 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 Gilbert to approve the contribution of \$5,333.00 to the City of Grand Rapids for fireworks display on July 4, 2023. 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 14, 2023)

April 12, 2023, 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 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 Davies and seconded by Supervisor Kelley 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 14, 2023)

April 12, 2023, 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 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 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 14, 2023)

April 12, 2023, 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 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 14, 2023)

April 12, 2023, 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 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 \$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 14, 2023)

April 12, 2023, 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 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 Chair Clayton 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.

Treasurer's Report

Treasurer Kopacek presented the Statement of Receipts, Accrued Interest, Disbursements and Balance Schedule (1a); Cash Control Statement; Outstanding Checks and Deposits in Transit Report; and the GRSB March 2023 statements.

A motion was made by Supervisor Gilbert and seconded by Supervisor Davies to approve the March 2023 Treasurer Report in the amount of \$2,965,187.98. Ayes-5; Nays-0. Motion carried.

Payment of Claims

A motion was made by Supervisor Davies and seconded by Chair Clayton to approve the claims list- #20920 through #20940, EFTs 4122301 through EFT4122306, and EFTAS 3312301 and 3312302 in the Amount of \$20,515.19. Ayes-5; Nays-0. Motion carried.

Public Input

There was no public input.

UPCOMING Events/Meetings

April 20, 2023	Closed Work Session Re: Empl.	5:00 pm Town Hall
April 20, 2023	Work Session Re: MATIT, Parks, Boat Landings, Grants	5:30 pm Town Hall
April 26, 2023	Work Session w/Audit Firm	5:30 pm-6:30 pm Town Hall
April 26, 2023	P and D Board Meeting	7:30 pm Town Hall
April 27, 2023	Local Board of Appeal & Equal.	9:00 am Town Hall
May 8, 2023	Township Association Meeting	7:00 pm Town Hall
May 10, 2023	Regular Board Meeting	7:30 pm Town Hall
May 11, 2024	Work Session Re: Website and Lawn Care Contract	6:00 pm Town Hall
May 24, 2023	P and D Board Meeting	7:30 pm Town Hall

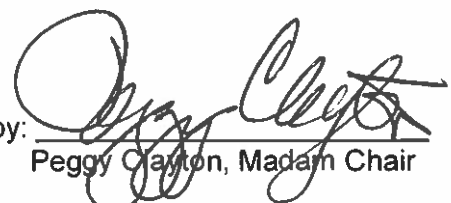
Adjourn

There being no further business to come before the board, a motion was made by Supervision Gilbert and seconded by Supervisor Schack to adjourn the meeting at 8:52 pm.

Prepared by:


Peggy Clayton, Chair

Signed by:


Peggy Clayton, Madam Chair