

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

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

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 Vacant 244-1811

harristownshipclerk@gmail.com

REGULAR BOARD MEETING AUGUST 10, 2022 MINUTES

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

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

Approve Minutes

Minutes of July 13, 2022 Regular Board Meeting

A motion was made by Supervisor Gilbert and seconded by Supervisor Schack to approve the minutes of the July 13, 2022 Regular Board Meeting. Ayes-5; Nays-0. Motion carried.

Minutes of August 1, 2022 Work Session Re: Maintenance, Caretaker/Sexton, and Clerk

A motion was made by Supervisor Davies and seconded by Supervisor Gilbert to approve the minutes of the August 1, 2022 Work Session Re: Maintenance, Caretaker/Sexton, and Clerk. Ayes-5; Nays-0. Motion carried.

Minutes and Report of April 28, 2022 Board of Appeal and Equalization

A motion was made by Supervisor Gilbert and seconded by Supervisor Schack to approve the Minutes and Report of April 28, 2022 Board of Appeal and Equalization. Ayes-5; Nays-0. Motion carried.

Additions and Corrections

Chair Clayton requested to add Utility Permit for East Harris/Birch Hill Drive under New Business as 10B, Utility Permit for Wendigo Park Road/Underwood Road as 10C, and Utility Permit for Southwood Road as 10D.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to add Utility Permit for East Harris/Birch Hill Drive under New Business as 10B, Utility Permit for Wendigo Park Road/Underwood Road as 10C, and Utility Permit for Southwood Road as 10D, and approve the rest of the Regular Agenda. Ayes-5; Nays-0. Motion carried.

Business from the Floor Grant Information

Sarah Carling with CEDA reviewed some of the township projects going on, and funding which the township has received, which can be used toward eligible grants to complete said projects. (Tennis courts, basketball courts, landings).

Sarah is pulling together a budget spreadsheet of projects, costs associated with these projects, and what eligible grants/funding can be obtained. She stated it is important for the supervisors to gather estimates/quotes so she can start adding numbers, etc to be able to move forward with grant opportunities for the township. Short discussion followed.

A work session will be scheduled to include discussions on boat landings, which Sarah will be attending.

Consent Agenda

Nix Cemetery Buy Back Deed

LaPlant Cemetery Deed

Stone Cemetery Deed

S. Randall Cemetery Deed

D. Randall Cemetery Deed

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the Consent Agenda, as delineated above. Ayes-5; Nays-0. Motion carried.

Roads

Storm Damage Report

Supervisor Schack reviewed the last storm damage report from June 20-24, 2022, which was submitted to FEMA on July 28, 2022. Additional damages/costs in the amount of \$1,402.00, associated with the storm will be added to the report, which will change the overall damages from \$4,706.46 to \$6,108.46.

Bargen Seal Coat Quote (tabled from July 13, 2022 Mtg)

Supervisor Schack received an updated quote from Bargen in the amount of \$59,130.00 for crack and gap repair for roads (Wood Pine, Little Crystal, Tolerick, Robinson, Woodland Park Road, Lakeview Drive, Wendigo Park Road, Sunny Beach, Birch Hills Drive, Mishawaka, and Verde Lane).

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to approve the quote from Bargen in the amount of \$59,130.00. Ayes-5; Nays-0. Motion carried.

Recreation

Sale of Trailer (tabled from July 27, 2022 Mtg)

Chair Clayton conducted research regarding the sale of the trailer and found that under "Surplus Township Property" state law restricts the manner in which towns can get rid of some property and also restricts town officers or employees from purchasing town property. For property with a current value of less than \$25,000, the town can use quotations or bids from potential purchasers, or use the open market. That open market would include businesses that purchased used items or auction websites such as eBay. To document that you receive quotes, get them in writing. If you get quotes or bids over the phone, write down the name of the person you talk with, the time of the call, and the quote you received. Short discussion held.

A motion was made by Supervisor Gilbert, and seconded by Chair Clayton to authorize Supervisor Schack to obtain an estimate on the cost of said trailer "as is", put it up for sale, and allow Chair Clayton to work on the ad and post in the paper. Ayes-5; Nays-0. Motion carried.

Correspondence

Conditional Use Permit (B. Jahn)

Chair Clayton stated that the Itasca County Board approved the Conditional Use Permit for Brandon Jahn. (informational)"

Township Association Minutes of July 12, 2022

Informational.

Old Business

Schedule Work Session Re: Maintenance

Discussion held on adding discussions regarding boat landings, and Cemetery equipment, to scheduling a maintenance work session.

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to schedule work sessions regarding maintenance, boat landings, and Cemetery equipment for August 18, 2022 at 6:00 pm, and August 31, 2022 at 6:00 pm, at the Town Hall. Ayes-5; Nays-0. Motion carried.

Chair Clayton reminded supervisors that if they have not received estimates on work to be completed that they try and have them for the August 18th session or no later than the August 31st session, so Sarah Carling can include the information into the budget spreadsheet.

TED Letter

Chair Clayton reviewed the TED letter which was submitted, and thanked Sarah Carling for her input.

CW Technology One Drive Project

Chair Clayton updated the board that since the last board meeting discussions, there were changes in the quote for the One Drive/Sharepoint Migration. Originally the board was told that the board would need to migrate over to Outlook email. CW Technology did further checking and found that the board can stay with gmail. Short discussion was held,

A motion was made by Supervisor Davies and seconded by Schack to approve Quote AAAQ25229 in The amount of \$2,474.00, plus \$24/monthly, from CW Technology for SharePoint/One Drive Deployment. Ayes-5; Nays-0. Motion carried.

Chair Clayton will follow up CW Technology to see if there is unlimited data.

New Business

Clerk Recruitment

Chair Clayton reviewed the advertisement regarding the vacant Clerk position, to be published and posted. Candidates do not need to live in the Township, as it is an appointed position, Resumes will be accepted beginning August 15, 2022 and until a sufficient number of resumes are received.

A motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to post and publish the Clerk position in the Grand Rapids Herald Review, on FB, and on the website for one month, and to be reviewed (again) at the end of that timeframe. Ayes-5; Nays-0. Motion carried.

Utility Permits for East Harris/Birch Hill Drive, Wendigo Park Road/Underwood Road, and Southwood Road

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to approve the Utility Permits for East Harris/Birch Hill Drive, Wendigo Park Road/Underwood Road, and Southwood Road. Ayes-5; Nays-0. Motion carried.

Treasurer's Report

Approve Treasurers Report

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the Treasurers Report for July 2022 in the amount of \$2,809,458.33. Ayes-5; Nays-0. Motion carried.

Approve the Payment of Bills

A motion was made by Chair Clayton and seconded by Supervisor Schack to approve Claims #20624 through 20649, and EFTs 8102201 through 8102206, and EFT 7312201 in the amount of \$42,276.79. Ayes-5; Nays-0. Motion carried.

Public Input

There was no public input.

UPCOMING Events/Meetings

August 18, 2022	Work Session Re: Maintenance, Boat Landings, Cemetery Equip.	6:00 pm Town Hall
August 24, 2022	District 11 Meeting	6:00 pm (Zoom)
August 24, 2022	P and D Board Meeting	7:30 pm Town Hall
August 31, 2022	Work Session Re: Maintenance, Boat Landings, Cemetery Equip.	6:00 pm Town Hall
September 12, 2022	Township Association Mtg	7:00 pm Itasca Fairgrounds
September 14, 2022	Regular Board Meeting	7:30 pm Town Hall
September 28, 2022	P and D Board Meeting	7:30 pm Town Hall
October 1, 2022	Township Legal Seminar	9:00 am Cotton T. Hall

Adjourn

There being no further business to come before the board, a motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to adjourn the meeting at 8:23 pm.

Prepared by: 
Peggy Clayton, Interim Clerk

Signed by: _____
Peggy Clayton, Madam Chair