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Harris Township

SINCE 1909



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Supervisor Dan Gilbert 259-4967
Supervisor Jim Kelley 327-0317
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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

August 18, 2022

Work Session Re: Boat Landings, Cemetery Equipment, and Maintenance
6:00 pm Harris Town Hall

Present: Madam Chair Peggy Clayton, Supervisor Schack, Davies, Gilbert & Kelley

Others Present: Kacie Stanek/DNR, Sarah Carling/CEDA

Pledge to the Flag was conducted.

The purpose of the work session was to continue discussions regarding Boat Landings, and also to discuss Cemetery equipment, and Maintenance position.

Boat Landings

Woodtick-

Kacie presented a spreadsheet denoting DNR Woodtick expansion work, broken down by equipment costs, employees costs and material costs. To date, DNR has spent \$2683.61, with additional (scheduled costs) of \$2083.52. This would bring a final estimate to 4007 6713 provided by DNR. Discussion followed.

Supervisor Kelley presented two quotes for work on Woodtick. The quote from Casper Construction totaled \$13,100 and included geotextile fabric, as alternate materials. The Hawkinson construction quote was a total of \$23,905.80 which did not include the geotextile fabric.

DNR is able to provide clearing and grub work, and obtain and haul class 5 (at a lower rate under the state contract). Discussion followed.

Supervisor Kelley will obtain an updated quote from Casper, excluding "furnish and install 6" class 5 (as DNR can furnish and obtain), and exclude "seed and mulch topsoil" (as DNR can provide seed and mulch) and bring that forward to the August 31, 2022 work session.

The layout at Woodtick will be as follows: Casper Construction will complete prep work, DNR will provide the skidsteer, etc, and Hawkinson will grade, etc.

Discussion followed on the possibility of renting a "marsh master" to remove and clear weeds, reeds, etc. DNR may be able to provide or find a way to obtain the necessary equipment, if it is not rented. DNR will start obtaining the necessary permit to dredge, remove cattails, weeds, etc

Mishawaka -

Supervisor Kelley provided a quote from Hawkinson for the paving portion at Mishawaka, at a total of \$78,746.20, which includes the reclaim option for bit removal for \$11,971.20. This quote will be brought forward to the board for approval when other (landing) quotes are obtained.

Piping is 10-12 weeks out for delivery. Piping has to be done before Hawkinson work can begin.

Trees will be removed by DNR, piping will then be completed, followed by paving/reclaim work.

CEDA -

Sarah Carling presented a draft (example) of the spreadsheet regarding township projects, which have either have begun or are in the works. (Mishawaka, Woodtick, Crystal and Wendigo tennis courts and bb courts, picnic park, and Casper Landing)

Sarah stressed the importance of obtaining estimates for work which needs to be completed in all projects, so the spreadsheet can identify costs associated with each project, which is mandatory when moving forward with obtaining grants. Discussion followed.

It is also beneficial to have assignments to each project so there is an overall contact. (Parks-Mike, Mishawaka and Woodtick-Ryan and Jim, Picnic Park-Dan, and grant work, etc with CEDA-Peggy.

Sarah will forward the spreadsheet to the Chair so she can update (spreadsheet) costs estimates as they are received.

Cemetery Equipment-

Supervisor Gilbert discussed the need to have a mini-excavator in lieu of the backhoe attachment (on the skidsteer) for Cemetery work and other township work. Discussion followed on the pros and cons (safety, accuracy of digging and moving headstones, and more usage for other projects) as the reasoning behind having a mini-excavator.

Costs associated with having a used one vs. new one, size, etc. were discussed.

A motion was made by Chair Clayton and seconded by Supervisor Davies to authorize Supervisor Gilbert to obtain quotes for a used mini-excavator, and bring to the August 31st work session. Ayes-5; Nays-0. Motion carried.

Maintenance –

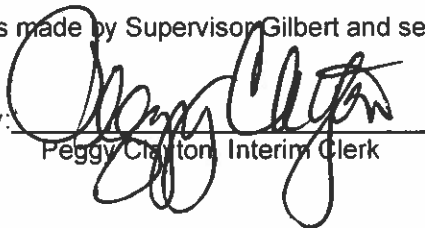
Chair Clayton provided an updated maintenance job description. Changes, etc were included which were discussed at the August 1 work session. Chair Clayton added an administrative portion, as there was nothing in the job description to denote reports, supplies, fire extinguishers etc.

Discussion followed on what benefits should or could be allowed with this position. The former employee was provided with single medical, dental, and vision. Discussion followed if a married individual is hired, how would the board proceed with regard to offering benefits, After discussion it was decided that Chair Clayton will obtain information on costs associated with medical dental and vision for a married individual vs. medical dental and vision for a single individual.

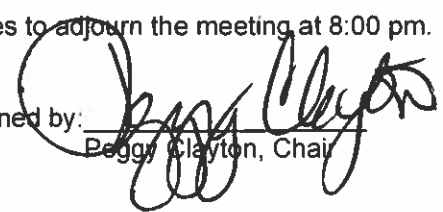
Discussion followed on the timeframe for posting it to the public as we have one individual who is interested. It was decided that the board would wait until after the first of the year to see how the winter goes with regard to quantity of work, as winters are usually slow for maintenance, other than plowing snow. The board currently has two temporary workers. One is interested in the position while the other is still maintaining a part-time work schedule.

A motion was made by Supervisor Gilbert and seconded by Supervisor Davies to adjourn the meeting at 8:00 pm.

Submitted by:


Peggy Clayton, Interim Clerk

Signed by:


Peggy Clayton, Chair