

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 Vacant 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

Regular Board Meeting December 14, 2022 Minutes

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

Absent: Supervisor Gilbert

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

Oath of Office

Madam Chair Clayton conducted the Oath of Office to the re-elected supervisors: Supervisor A-Ryan Davies, Supervisor D-Jim Kelley, and Supervisor E-Mike Schack.

Approve the Minutes

Minutes of November 9, 2022 Regular Board Minutes

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the minutes of the November 9, 2022 Regular Board Meeting. Ayes-4; Nays-0; Absent-Supervisor Gilbert. Motion carried.

Minutes of November 28, 2022 Work Session Re: ATT-Verizon, Isleview Road, Harris Town Road- Wendigo Park Road, Paul Bunyan, ElderCircle, and Land Sale

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to approve the minutes of the November 28, 2022 Work Session Re: ATT-Verizon, Isleview Road, Harris Town Road- Wendigo Park Road, Paul Bunyan, ElderCircle, and Land Sale. Ayes-4; Nays-0; Absent-Supervisor Gilbert. Motion carried.

Additions and Corrections

Chair Clayton requested to pull agenda item 11D "GovOff Website" and table it to the January 25, 2023 P and D Board Meeting.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to pull agenda item 11D "GovOff" and table it to the January 25, 2023 P and D Meeting. Ayes-4; Nays-0; Absent-Supervisor Gilbert. Motion carried.

Business from the Floor Helmbrecht Public Hearing

Chair Clayton stated that Attorney Andy Shaw was not available to present the Helmbrecht Public Hearing, therefore, she provided the information.

A petition for vacation of ROW for a portion of the Bayview Place, which is proposed to be vacated and is to be replaced by a roadway located southerly which is to provide access to the parcels and is to be dedicated to the town as a public ROW concurrently with the filing of the petition. The parties of record affected by this vacation proceeding are Randall and Kathy Helmbrecht. At this time, the Order Setting the Hearing Date on the Petition to Vacate the Platted ROW, needs to be scheduled. The recommendation by Attorney Andy Shaw was to set the public hearing for Wednesday, January 11, 2023 at 3:00 pm at the Town Hall, and to include a site visit.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to schedule the Helmbrecht Public Hearing for Wednesday, January 11, 2023 at 3:00 pm at the Town Hall, and to include a site visit. Ayes-4; Nays-0; Absent-Supervisor Gilbert. Motion carried.

State of MN, Office of Administrative Hearings, Order Approving Detachment of Certain Real Property from the City of Grand Rapids to Harris Township

Chair Clayton presented the Order Approving Detachment of Certain Real Property from the City of Grand Rapids to Harris Township, which was approved and signed by the Office of Administrative Hearing on December 8, 2022. Resolution 22-75 was adopted by the City of Grand Rapids on August 16, 2022 and the Harris Town Board requested the detachment of the above described property on July 13, 2022, and the joint resolution for detachment was received by the office of administrative hearing on November 21, 2022. The order approving detachment has been submitted to the Itasca County Auditor-Treasurer Department, the Harris Town Clerk, the City of Grand Rapids, and the Chair of Harris Township.

The (road) portion detached will be added to the current 2023 Township Road Certification for the Itasca County Snowplowing Contract.

Consent Agenda 2023 Township Association Meetings Zoning/Land Use Permits SSTS Permits

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the consent agenda, as delineated above. Ayes-4; Nays-0; Absent-Supervisor Gilbert. Motion carried.

Roads Road Update

Supervisor Kelley reported that the gravel roads are frozen. An issue regarding an RV parked along Jane Lane was reported, and the RV was towed into the property owners yard.

The tree on Stoney Point, and Gary Drive were removed.

Sunny Beach Road Reclamation SAP

The Braun Intertec Letter of Transmittal/SB Road Reclamation SAP is informational, and will be the last received until SB is completed in 2023, as per Supervisor Kelley.

Dept of Commerce Construction Progress Reporting Survey

Supervisor Kelley stated that the construction progress reporting surveys will continue to be received throughout the winter until the project on Sunny Beach Road is completed in 2023.

Hughes Road (tabled from November 22, 2022 Board Mtg)

Supervisor Kelley Stated that Hughes Road is in the early stages of road vacation, therefore, it was the suggestion of Supervisor Kelley to remove Hughes Road from the 2023 Town Road Certification for Itasca County Snowplowing.

A motion was made by Supervisor Schack and seconded by Chair Clayton to approve the removal of Hughes Road from the 2023 town road certification on the Itasca County Snowplowing Contract. Ayes-4; Nays-0; Absent-Supervisor Gilbert. Motion carried.

Jess Harry Road

Supervisor Kelley gave an update on Jess Harry Road, as it appears there are several different players in a specific section of that road. Ownership of the section, in question, is the City of Coleraine, Blackberry Township, Harris Township, and also Trout Lake Township. A supervisor from BlackBerry Township suggested getting a core group of supervisors (from each of the jurisdictions) together to complete a joint road agreement, for the purpose of any road maintenance, resurfacing etc. needed on that portion. It was a suggestion that two or more be appointed to this committee from each jurisdiction. Supervisor Kelly and Supervisor Davies will participate, with Chair Clayton providing administrative support, on an as needed basis.

A motion was made by Supervisor Kelly and seconded by Supervisor Schack to appoint Supervisor Kelly, Supervisor Davies, and Chair Clayton (administrative support) to the overall committee. Ayes-4; Nays-0; Absent-Supervisor Gilbert. Motion carried.

Mishawaka Trail Proposed Road Reconstruction

Supervisor Kelley reviewed the Braun Intertec Proposal for a Geotechnical Evaluation for the proposed road reconstruction of Mishawaka Shores Trail in 2023. The proposed reconstruction will consist of a full depth reclamation of the existing bituminous surfaced roadway.

A motion was made by Chair Clayton and seconded by Supervisor Schack to approve and sign the proposal to complete a geotechnical evaluation for the proposed reconstruction of Mishawaka Shores Trail. Ayes-4; Nays-0; Absent-Supervisor Gilbert. Motion carried.

Recreation Rinks

Supervisor Kelley told the board that he had hoped that the rinks would be open, but with the warm weather and then the snow, there were a few minor setbacks. Wendigo is in pretty good shape, while Crystal needs to get a few more floods in, so he is working towards opening them no later than Monday the 19th.

Correspondence

Cable Commission Meeting Minutes of September 19, 2022

Informational.

Network Opportunity Minutes of October 26, 2022

Informational.

Township Association Minutes of November 14, 2022

Informational.

Network Opportunity Minutes of November 30, 2022

Informational.

MAT-U Online Training

Chair Clayton stated that MAT will be offering a new online training model called MAT-U. The township is registered, and the subscription fee for the entire 2023 calendar year will be complementary. MAT-U will be open to officers starting in January 2023, and the training model will be geared towards MATIT systems, Clerk and Treasurer duties, and general township operations.

Old Business

There was no old business.

New Business

Schedule Budget Sessions and Board of Audit

Chair Clayton suggested scheduling budget sessions, and the Board of Audit to begin in January 2023. In the past, five budget sessions were scheduled, along with the Board of Audit.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to schedule the following budgets sessions at the Town Hall, beginning at 4:00 pm: January 17, January 19, January 23, January 26, and January 31, 2023, and the Board of Audit to be held at 4:00 pm at the Town Hall on January 31, 2023. Ayes-4; Nays-0; Absent-Supervisor Gilbert. Motion carried.

Schedule Work Session Re: Admin Policy/Committees

Chair Clayton suggested scheduling the administration policy/committees work session, prior to the January 11, 2023 Board Meeting. Discussion held on also including (in the same work session), the land sale, mowing contract, MATIT consolidated liability coverage, and the five-year road plan.

A motion was made by Supervisor Schack and seconded by Chair Clayton to schedule the administrative policy/committees, land sale, mowing contract, MATIT consolidated liability coverage, and the five-year road plan work session for Thursday, January 5, 2023 at 2:00 pm, to be held at the Harris Town Service Center. Ayes-4; Nays-0; Absent-Supervisor Gilbert. Motion carried.

Schedule Work Session Re: Land Sale, Mowing Contract, MATIT Consolidated Liability Coverage

(Scheduled for January 5, 2023 at 2:00 pm at the Harris Town Service Center).

MAT Township Day at the Capitol

Chair Clayton reviewed the MAT Township Day at the Capitol flyer, to be held on February 1st and 2nd of 2023. There will be trainings, speakers, and impactful meetings with legislators to advocate for important township priorities. All township officers are encouraged to participate, as MAT needs as many voices as possible, and the more officers from each township-the better. Discussion followed.

It was suggested that Harris Township should have more than one representative attending, as Chair Clayton will be attending as part of the Itasca Township Association L and R Committee. Supervisor Kelley showed an interest, along with Supervisor Davies and Supervisor Schack.

A Motion was made by Chair Clayton and seconded by Supervisor Kelley to authorize, and pay for the attendance and participation of supervisors at the "Township Day at the Capitol" to be held on February 1 and 2, 2023. Ayes-4; Nays-0; Absent-Supervisor Gilbert. Motion carried.

The cost is \$100 per attendee which will cover the cost of the event including dinner. Information was provided on booking hotel rooms online.

As there is a budget session, and board of audit on January 31, the supervisors felt that leaving the morning of Wednesday, February 1, would give them enough time to get to the 1:00 pm Legislative briefing.

Treasurer's Report Approve Treasurers Report

Treasurer Kopacek reviewed the cash control statement/treasury report showing an ending balance of \$2,539,524.48 for the month of November 2022. She also reviewed the outstanding checks and deposits totaling \$20,326.30, and schedule 1a, which is a statement of receipts, accrued interest, disbursement, and balances, also ending in \$2,539,524.48.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the treasurers report in the amount of \$2,539,524.48, for the month of November 2022. Ayes-4; Nays-0; Absent-Supervisor Gilbert. Motion carried.

Approve the Payment of Bills

A motion was made by Supervisor Davies and seconded by Supervisor Schack to approve the claims #20768 through 20799, and EFTs 12142201 through #12142209, and EFT11302201 in the amount of \$67,794.82. Ayes-4; Nays-0; Absent-Supervisor Gilbert. Motion carried.

Public Input

Chair Clayton, on behalf of the Township Board, wished everyone a very Merry Christmas and a Happy New Year. Also, as a reminder, there will be no December 28, 2022 P and D Meeting. The next regularly scheduled board meeting will be Wednesday, January 11, 2023.

UPCOMING Events/Meetings

December 15, 2022	Carlson Public Hearing	3:00 pm Town Hall
January 5, 2023	Work Session Re: Admn Policy/ Committees, Land Sale, Mowing Contract, MATIT Consolidated Liability Renewal & 5-Year Rd. Plan	2:00 pm Service Center
January 9, 2023	Township Association Meeting	7:00 pm Town Hall
January 11, 2023	Helmbrecht Public Hearing	3:00 pm Town Hall
January 11, 2023	Regular Board Meeting	7:30 pm Town Hall
January 17, 2023	Budget Session	4:00 pm Town Hall
January 19, 2023	Budget Session	4:00 pm Town Hall
January 23, 2023	Budget Session	4:00 pm Town Hall
January 25, 2023	P and D Board Meeting	7:30 pm Town Hall
January 26, 2023	Budget Session	4:00 pm Town Hall
January 31, 2023	Budget Session	4:00 pm Town Hall
January 31, 2023	Board of Audit	6:00 pm Town Hall

- Special Note: There will not be a P and D Meeting on December 28, 2022.

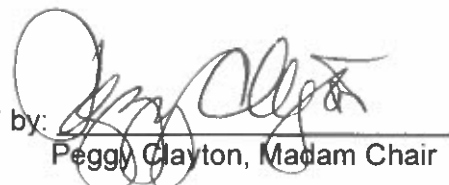
Adjourn

There being no further business to come before the Harris Town Board, a motion was made by Supervisor Schack and seconded by Supervisor Kelley to adjourn the meeting at 8:31 pm.

Prepared by:


Peggy Clayton, Interim Clerk

Signed by:


Peggy Clayton, Madam Chair

