



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 Dennis Kortekaas 326-1882
Supervisor Peggy Clayton 259-1551
Supervisor Jim Kelley 327-0317
Supervisor Mike Schack 340-8852
Treasurer Nancy Kopacek 398-3497
Clerk 244-1811

harristownshipclerk@gmail.com

REGULAR MEETING DECEMBER 9, 2020 MINUTES

Present: Chair Ken Haubrich, Vice Chair Peggy Clayton, Supervisors Jim Kelley, Dennis Kortekaas, Mike Schack; Treasurer Nancy Kopacek

1. **Pledge of Allegiance** – The Pledge of Allegiance to the flag was conducted, followed by the reading of the township mission statement.

2. **Approve the Minutes**

P and D Meeting Minutes of November 10, 2020

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to approve the minutes of the November 10, 2020 P and D Board Meeting. Motion carried.

Fire Contract Work Session Minutes of November 23, 2020

A motion was made by Supervisor Kelley and seconded by Supervisor Clayton to approve the Fire Contract Work Session Minutes of November 23, 2020. Motion carried.

3. **Additions and Corrections**

Supervisor Clayton requested adding Final Weed Inspection Report to the agenda. Supervisor Kelley requested adding Rinks to the agenda.

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to add Final Weed Inspection Report to the agenda, under Business from the floor as 4B, Rinks under Recreation as 7B, and approve the rest of the Regular Agenda. Motion carried.

4. **Business from the Floor**

IEDC

Sarah Carling spoke about the CARES Act dollars and how small businesses in Itasca County have been helped by the Itasca County Board.

She encouraged constituents of the township to continue their support of "Itasca Strong".

A COVID-19 business impact survey will be coming forward (via survey monkey) for all to complete, and will be placed on the township FB page.

Sarah also handed out the board's project identification list which (the board) pulled together earlier in the year. The board had prioritized 6 projects which they felt would benefit the township. She suggested the supervisors review the 6 projects to determine if they are still a priority or could be removed. After discussion, it was decided to hold a work session to review, and update the list.

A motion was made by Supervisor Clayton and seconded by Supervisor Schack to schedule a work session for January 14, 2021 at 5:00 pm at the Town Hall to further discuss the project identification list. Motion carried.

Final Weed Inspection Report

Chair Haubrich presented a plaque from the Board to Supervisor Kortekaas honoring his 21+ years as a supervisor on the board, and his work with the constituents of Harris Township.

5. Consent Agenda

There were no items on the Consent Agenda.

6. Roads

Schedule Board Viewing of Road Vacation:

A motion was made by Supervisor Kelley and seconded by Supervisor Haubrich to schedule Monday, December 14, 2020 at 3:00 pm to view the platted Road Vacation. Motion carried.

Supervisor Clayton will post the work session.

Vacation of Platted ROW/Schedule' Public Hearing

Andy Shaw reviewed the petition for vacation of the platted road. The next step in the road vacation was to schedule a public hearing to examine the road proposed to be vacated, receive public comment, and consider the relief request in the petition and act on the petition.

It is the responsibility of the petitioner to post a notice of the hearing and provide personal service of the notice of hearing to those landowners directly affected by the proceeding.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to schedule the Public Hearing for Friday, January 15, 2021 at 5:00 pm at the Town Hall. Motion carried.

Road Inspection Report of December 3, 2020

A motion was made by Supervisor Clayton and seconded by Supervisor Kortekaas to approve the Road Inspection of December 3, 2020. Motion carried.

Local Road Improvement Plan

Supervisor Kelley stated that he has had conversations with Transportation Director, Karin Grandia regarding grant dollars available for road improvements in the township.

A motion was made by Chair Haubrich and seconded by Supervisor Kortekaas to allow Supervisor Kelley to continue his talks with the Transportation Director and bring forward any grant applications, and informational to the board. Motion carried.

Supervisor Kelley asked Chair Haubrich for his assistance.

7. Recreation

Cemetery Back-up Plan

Supervisor Schack reported that with winter before us, the board needs a back-up plan for burials, if maintenance is unavailable. Short discussion held. The board was in agreement that Supervisor Schack contact Lease Landscaping (directly) to obtain a contract on digging at the cemetery.

Supervisor Schack reported that with the cold weather before us, the grave heater will need to start being used for all burials moving forward. With that said, the winter burial rates of \$1500 will be in effect for all traditional burials and cremations during the winter months, and as long as the grave heater is needed to thaw the ground.

Rinks

Supervisor Kelley received a call regarding volunteering for flooding of Crystal Park Rink. Further discussions will take place on flooding the rink.

8. Correspondence

Report of Analytical Results (Town Hall)

Informational only.

9. Old Business

Harbor Heights Light (tabled from November 24, 2020 Meeting)

Supervisor Kelley viewed the area in question, of a light on Harbor Heights Road. Short discussion followed. It was the consensus of the Board that at what point does the township draw the line with roads needing street lights, and is it the responsibility of the township to provide lights?

A motion was made by Supervisor Haubrich and seconded by Supervisor Kelley to table this item to the January 27, 2021 P and D Meeting. Motion carried.

Supervisor Haubrich stated that the board needs to pull together a policy of street lighting within the township and a work session should be scheduled. Supervisor Kelley was in agreement, and requested to wait until further down the agenda to schedule a work session, to include any other agenda items.

Computer Enterprises

Supervisor Clayton stated that the laptops have been shipped, and the board can expect to have their laptops within the week. Supervisor Clayton will pick up the laptops once they have been programmed etc. by Computer Enterprises.

10. New Business

Resolution 2020-026 Designation of Polling Place

Chair Haubrich read Resolution 2020-026 in its entirety.

A motion was made by Supervisor Clayton and seconded by Supervisor Schack to approve Resolution 2020-026 Designation of Polling Place. Motion carried.

Social Media Policy/Resolution 2020-027 Adopting Social Media Policy

Supervisor Clayton stated that the policy and resolution came from the MAT conference session held on Social Media.

Chair Haubrich stated that he did not like some of the wording under "Purpose". Discussion followed.

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to table this item to the January 27, 2021 P and D Meeting. Motion carried.

Hazard Mitigation Damage Assessment Update

Supervisor Clayton shared with the Board the Orion Coordinated and Comprehensive Disaster Pre-Planning Assessment Solution. This came about from the August 14, 2021 storm reporting process John Linder had to complete. This new assessment tool will help with the process. John will be sending an invite to townships, the city and the county to attend a virtual overview of how the program works.

Schedule Work Session with Jody Stewart Sound Systems

A motion was made by Chair Haubrich and seconded by Supervisor Kortekaas to a schedule a work session for Monday, January 11, 2021 at 5:00 pm to discuss the Street Light Policy, Social Media Policy, and the Steward Sound Systems security app. Motion carried.

WIPFLI Contract Letter for Year Ending December 31, 2020

Treasurer Kopacek stated that the letter is an annual contract letter from WIPFLI authorizing them to serve as the townships independent auditor for the year ending December 31, 2020, for a total cost of \$7,225.00.

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas approve the Contract Letter in the amount of \$7,225.00 to have WIPFLI conduct the December 31, 2020 year end audit. Motion carried.

Statement of Property Tax Remittance

Treasurer Kopacek reviewed the Property Tax Remittance with the board, which coincides with the tax apportionment check in the amount of \$430,189.07 received from the Auditors Department.

11. Treasurer's Report

Treasurers Report for November 2020

A motion was made by Supervisor Kelley and seconded by Supervisor Clayton to approve the Treasurers Report for November 2020 in the amount of \$1,110,845.37. Motion carried.

Approve the Payment of Bills

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to approve the claims #19689 through #19707 and EFTs #1209201 through #1209206 in the amount of \$68,016.71. Motion carried.

12. Public Input

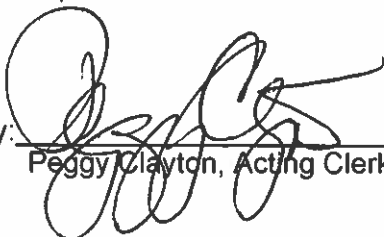
Supervisor Kortekaas thanked the Board for their work, and appreciated working with them!

13. UPCOMING Events/Meetings

December 14, 2020	ROW Viewing Session	3:00 pm Town Hall
January 11, 2021	Security, Social Media, Street Lighting WS	5:00 pm Town Hall
January 13, 2021	Regular Meeting	7:30 pm Town Hall
January 14, 2021	IEDC Work Session	7:30 pm Town Hall
January 15, 2021	Road Vacate Public Hearing	5:00 pm Town Hall
January 27, 2021	P and D Meeting	7:30 pm Town Hall

14. Adjourn

A motion was made by Supervisor Korketaas and seconded by Supervisor Kelley to adjourn the meeting at 8:50 pm.

Prepared by: 
Peggy Clayton, Acting Clerk

Signed by: 
Ken Haubrich Chair