

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 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

Planning & Development Meeting February 22, 2023 Minutes

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

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

Approve the Minutes January 25, 2023, P and D Minutes

A motion was made by Supervisor Gilbert and seconded by Supervisor Kelley to approve the minutes of the January 25, 2023, P and D Meeting. Ayes-5; Nays-0. Motion carried.

February 16, 2023 Work Session Minutes Re: Landings, Parks, and Grants

A motion was made by Supervisor Schack and seconded by Supervisor Gilbert to approve the minutes of the February 16, 2023 Work Session Re: Landings, Parks, and Grants. Ayes-5; Nays-0. Motion carried.

Additions and Corrections

Chair Clayton requested to add the SEH Supplemental Letter Agreement under Roads, as item 6B. There were no other additions or corrections.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve adding the SEH Supplemental Letter Agreement under Roads, as 6B, and approve the rest of the regular agenda. Ayes-5; Nays-0. Motion carried.

Business from the Floor

There was no business from the floor.

Consent Agenda

There were no consent agenda items.

Roads

2023 Annual Snowplow Contract

Supervisor Kelley discussed the 2023-2024 Itasca County Snowplowing Agreement and stated that the map attached to the agreement was inaccurate, as Northwoods Road was not on the map, and Bayview Place changes were not made. An updated map will be provided.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the 2023-2024 Itasca County Snowplowing Agreement. Ayes-5; Nays-0. Motion carried.

SEH Supplemental Letter Agreement

Supervisor Kelley reviewed the SEH Supplemental Letter Agreement for the plan, set, and bidding documents for the proposed reclamation of Mishawaka Shores, Aspen Drive, and Sunny Beach Addition, for the lump sum of \$35,000.00. Discussion followed.

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to approve SEH Supplemental Letter Agreement for the plan, set, and bidding documents for the proposed reclamation of Mishawaka Shores, Aspen Drive, and Sunny Beach Addition, for the lump sum of \$35,000.00. Ayes-5; Nays-0. Motion carried.

Recreation

Park and Cemetery Inspection Reports for January 2023

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the Park and Cemetery Inspection Report for January 2023. Ayes-5; Nays-0. Motion carried.

Itasca County Land Classification Meeting

Supervisor Davies discussed the information received regarding the meeting of the Itasca County Land Classification Committee schedule for Tuesday, March 7 at 10 am, to classify newly forfeited parcels as well as requested tax forfeit lands, on whether they should be retained or sold. Harris Township has one tax forfeited property listed at 19028 S. Crystal Springs Rd. in Grand Rapids. Supervisor Davies will attend the meeting at the courthouse board room.

Snowmobile Club Trail Update

Supervisor Davies reviewed the recent request and board site visit for a snowmobile trail on township property for the Driftskippers Snowmobile Club. Supervisor Davies stated that the trail could go thru the north edge (parcel 3), piece of township land, continue out and cross over onto Sunny Lane, which is closed for the winter months. If approved the trail, etc would be in place by the 2023-2024 snowmobile season. This trail would also connect the Greenway Club to the mix.

A motion was made by Supervisor Davies and seconded by Supervisor Kelley to approve the trail creation for the Driftskippers Snowmobile Club. Ayes-5; Nays-0. Motion carried.

Supervisor Davies will follow this project to completion and provide updates as necessary, before the board.

Life Jacket Stations/Sea Tow Foundation

Chair Clayton received an email from Megan Severson, NR Specialist and Park Ranger for the Pokegama Dam Recreation Area, asking if the township has any interest in allowing a life jacket station, and life jackets at Mishawaka Landing. The station and life jackets would be their responsibility to track and maintain. Discussion followed. The board would also be interested in (these) stations at all of our landings.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the life jacket station, and life jackets at Mishawaka Landing. Ayes-5; Nays-0. Motion carried.

Chair Clayton will contact Megan with the news!

Correspondence (Informational)

Cable Commission Minutes of November 28, 2022

Informational

MATIT Insurance Information

Informational

Trails Task Force Minutes of February 9, 2023

Informational

Town Hall

Town Hall Reports for January 2023

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the Town Hall Report for January 2023. Ayes-5; Nays-0. Motion carried.

Maintenance

Maintenance Reports for January 2023

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the Maintenance Report for January 2023. Ayes-5; Nays-0. Motion carried.

Old Business

Website Design Update

Chair Clayton provided an update on the new website. The current logo and pictures of the parks, town hall, etc. have been moved to the new website. All subfolders are being transferred. Due to the large volume of documents on the current website, Chair Clayton made the decision to move all documents from 2020 forward. The decision of how to handle the documents older than 2020 was discussed. Old documents could be placed in Google Drive until such time that they can be moved to Sharepoint/One Drive. The board is content with the Chair deciding where to place the (old) documents, and move forward with this project, so they are not lost.

Chair Clayton is hoping to have a better update for the March 8, 2023 meeting.

New Business

Schedule Closed Work Session Re: Performance of Employees Under Supervision of Board

Chair Clayton informed the board that the annual performance appraisals for the Treasurer, Caretaker/Sexton, and the Maintenance staff are due.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to schedule a closed work session to discuss the performance of the employees, under the direct supervision of the board (Treasurer, Caretaker/Sexton, and Maintenance) for Monday, February 27, 2023 at 5:00 pm at the town hall. Ayes-5; Nays-0. Motion carried.

The Chair will post the closed work session, get appraisal forms sent to the employees, and contact the Caretaker to place on the hall calendar.

2023 Local Board of Appeal and Equalization

Chair Clayton reviewed the upcoming Local Board of Appeal and Equalization scheduled for Thursday, April 27, 2023 at 9:00 am. The BOAE will take place at the town hall.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the posting, and publishing of the April 27, 2023, 9:00 am Board of Appeal and Equalization. Ayes-5; Nays-0. Motion carried.

Dan Skoglund Conditional Use Permit

Chair Clayton had contacted Dan Skoglund regarding the Conditional Use Permit, as there were questions which needed to be cleared up on his CUP.

Chair Clayton stated that the property address on the CUP application was incorrect. The address listed was: 20876 Wendigo Park Road, which is the township Service Center. The correct address of parcel 1 is: 20958 Wendigo Park Road. Discussion followed.

Further questions from the board were not able to be answered, therefore, the Board was not able to move forward with the Findings of Fact. Dan Skoglund and Supervisor Kelley will meet with Dan Swenson, Environmental Services Director to resolve the concerns and questions. If a special meeting needs to be scheduled prior to March 8, 2023, the Chair will be notified to schedule the meeting.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to table the Dan Skoglund Conditional Use Permit/Findings of Fact, until such time that the board received the answers they will need to move forward and authorize Supervisor Kelley to meet with Environmental Services as needed and necessary. Ayes-5; Nays-0. Motion carried.

Steve Moe Conditional Use Permit

Chair Clayton went through the Steve Moe Conditional Use Permit Findings of Fact as per the following:

1. **Is the use consistent with the Harris Township Comprehensive Plan?** Ayes-5; Nays-0.
Comments: no comments.
2. **Is the conditional use compatible with the existing neighborhood?** Ayes-5; Nays-0.
Comments: the use is consistent with the existing neighborhood.
3. **Have environmental concerns or precautions been addressed?** Ayes-5; Nays-0.
4. **Does the site have sufficient vehicle access in and out of the property? and is there adequate parking space (if applicable)?** Ayes-5; Nays-0.
5. **Is there adequate water supply and sewage treatment for the request?** N/A.
6. **Have potential unsafe or unhealthy conditions been addressed?** Ayes-5; Nays-0.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to recommend approval of the Conditional Use Steve Moe Permit, and the Township Findings of Fact. Ayes-5; Nays-0. Motion carried.

Bills

Payment of Bills

Treasurer Kopacek reviewed the February 22, 2023 Claims List. The Treasurer reviewed the 1/25/2023 corrections (EFTs 1252307 and 1252308) regarding the Dept of Revenue, and EFTPS. There were no further questions asked.

A motion was made by Supervisor Schack and seconded by Chair Clayton to approve the payment of bills, claims #20876 through #20888, EFTs 2222301 through 2222309, and EFTs 1252307 and 1252308 in the amount of \$10,472.83. Ayes-5; Nays-0. Motion carried.

Public Input

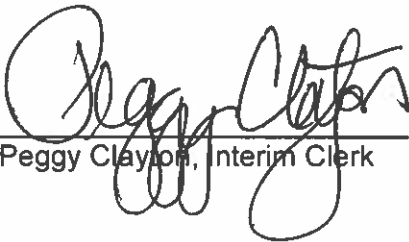
Chai Clayton reported that the newsletter volunteers, Cyndy Martin, and Dan Butterfield, will be working on the quarterly newsletter, which will feature articles from the Township Treasurer, Caretaker/Sexton, Maintenance staff, and the Chair.

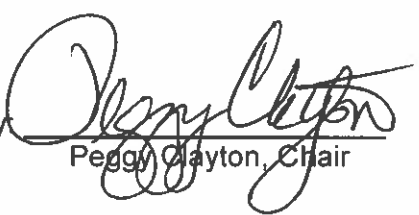
UPCOMING Events/Meetings

February 27, 2023	Closed Work Session Re Emp. Appraisals	5:00 pm Town Hall
March 8, 2023	Regular Board Meeting	7:30 pm Town Hall
March 13, 2023	Township Association Meeting	7:00 pm Town Hall
March 14, 2023	Annual Township Meeting	7:00 pm Town Hall
March 22, 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 Supervisor Gilbert and seconded by Supervisor Schack to adjourn the meeting at 8:22 PM.

Prepared by: 
Peggy Clayton, Interim Clerk

Signed by: 
Peggy Clayton, Chair

