

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 JULY 27, 2022 MINUTES

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

Absent: Treasurer Kopacek

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

Approve the Minutes

June 22, 2022 P and D Meeting Minutes

A motion was made by Supervisor Kelley and seconded by Supervisor Kelley to approve the June 22, 2022 P and D Minutes. Ayes-5; Nays-0; motion carried.

July 22, 2022 Work Session Minutes Re: Boat Landings, Land Sale, ARPA, Isleview Road, Blandin Grant, Crack Sealing

A motion was made by Supervisor Gilbert and seconded by Supervisor Davies to approve the July 22, 2022 work session minutes Re: Boat Landings, Land Sale, ARPA, Isleview Road, Blandin Grant, Crack Sealing. Ayes-5; Nays-0; motion carried.

Additions and Corrections

Chair Clayton requested to add: resignation of maintenance staff person under Recreation as 7F; schedule work session re: Clerk vacancy, Maintenance vacancy, and Caretaker/Sexton job description under New Business as 12F; TED Letter under New Business as 12G, and Bayview Road under Roads as 6F, to the Regular Agenda.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to add the resignation of maintenance staff person under Recreation as 7F; schedule work session re: Clerk vacancy, Maintenance vacancy, and Caretaker/Sexton job description under New Business as 12F; TED Letter under New Business as 12G, and Bayview Road under Roads as 6F to the Agenda, and approve the Rest of the Regular Agenda. Ayes-5; Nays-0; motion carried.

Business from the Floor.

Maintenance Questions

Scott Casper was not in attendance to present his "business from the floor", therefore, this item was removed.

**Consent Agenda
Zoning/Land Use Permits
SSTS Permits**

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

Roads

LRIP Update

Supervisor Kelley stated that everything is moving forward with the upcoming Sunny Beach Road construction, which is to begin in September, with a completion date of October 15, 2022.

An Agreement for Professional Services in the amount of \$116,602 for construction administration fee, was presented by Supervisor Kelley.

A motion was made by Chair Clayton and seconded by Supervisor Schack to approve the Construction Administrative lump sum fee of \$116,601 (based on 7.5% of bid price), and sign said agreement. Ayes-5; Nays-0; motion carried.

Road Update

Supervisor Kelley stated that SEH will be obtaining quotes for testing material for Sunny Beach Road.

Tree Removal on Stoney Point and Gary Drive (tabled from July 13, 2022 Mtg)

Supervisor Kelley stated that Plackner Tree Service will be able to remove the tree on Stoney Point, and the dead pine on Gary Drive for \$600 vs. \$800.

A motion was made by Chair Clayton and seconded by Supervisor Kelley to move forward with tree removal on Stoney Point and Gary Drive. Ayes-5; Nays-0; motion carried. Supervisor Kelley will contact all parties and Plackner Tree Services.

Culvert Policy (Tabled from June 22, 2022 Mtg)

Supervisor Kelley provided feedback on a township that changed their policy from not providing culverts to providing culverts (to their constituents). Short discussion followed. The board was in agreement to not make any changes to the policy now, but will discuss further during budgets.

Culvert on Southwood Road

Supervisor Schack discussed a washout issue on Southwood Road, due to a constituent making changes in their driveway. Culvert discussion followed. It was decided to continue to monitor this area after the next rain.

Bayview Road

Supervisor Kelley discussed Bayview Road and checking township specifications and possibly having the resident gravel the portion of the road, in question. Supervisor Kelley will follow-up and bring back information to the board.

Recreation

Park and Cemetery Inspection Reports for June 2022

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the Park and Cemetery Inspection Report June 2022. Ayes-5; Nays-0; motion carried.

FireWise

Supervisor Schack stated that piles (branches, etc) have all been picked up from last fall. Those who are interested in getting involved in the program can contact Supervisor Schack at 218-340-8852.

Trails Task Force

Supervisor Schack provided a report on the July Trails Task Force Meeting. Lawron Trail Riders are putting in a new trail head. Driftskippers are working on the ice trail to Tioga. The task force is working on a winter fun ride to help Special Olympics.

Weed inspection Report

Supervisor Gilbert provided a weed report, to include there is no wild parsnip in the township, and he has been busy spraying areas of (weed) concern.

The Thursday, August 4, 2022 8:30-11:00 am Itasca County Local Weed Inspector Annual Training was discussed.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to authorize Supervisor Gilbert to attend the August 4th training. Ayes-5; Nays-0; motion carried.

Supervisor Gilbert will provide training/information to the rest of the board.

Boat Landings

Supervisor Davies provided an update on the boat landing work being completed. The work at Wood Tick Landing will provide 4 additional parking spots, and a clean up of the overall area. The work at Mishawka will include removing the berm, provide green space, and additional parking.

Resignation of Maintenance Person

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to accept the resignation of maintenance staff, Derrick Martilla, effective at the end of the day on August 5, 2022, and authorize Chair Clayton to send a letter accepting said resignation. Ayes-5; Nays-0; motion carried.

Correspondence

Township Association Minutes of June 13, 2022

Informational only.

Town Hall

Town Hall Reports for June 2022

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to approve the Town Hall Report for June 2022. Ayes-5; Nays-0; motion carried.

Maintenance

Maintenance Reports for June 2022

A motion was made by Chair Clayton and seconded by Supervisor Gilbert to approve the Maintenance Reports of June 2022. Ayes-5; Nays-0; motion carried.

Trailer Repair Quote (tabled from the May 25, 2022, June 22, 2022)

Considerable discussion was held on the trailer (repair). This item has been tabled since March 2022. Pros and cons of keep, repair, replace, and sell were discussed.

A motion was made by Supervisor Kelley and seconded Supervisor Davies to sell the trailer, contingent upon the legalities of selling. Ayes-5; Nays-0; motion carried.

Old Business

Resolution 2022-016A (Amended) re: Election Judges

Chair Clayton reminded the Board that when Resolution 2022-016 was approved on July 13, 2022, the hourly rate for election judge and head election judge may change.

Chair Clayton read Resolution 2022-016A (Amended) Re: Election Judges, in its entirety.

A motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to approve Resolution 2022-016A (Amended) Re: Election Judges, denoting the change for election judge hourly rate from \$11.00 to \$14.00, and head election judge hourly rate from \$12.00 to \$15.00. Ayes-5; Nays-0; motion carried.

New Business

Set up for Elections

A motion was made by Supervisor Schack and seconded by Supervisor Davies to post the Notice of Possible Quorum to set up for Elections, on August 8, 2022 between 10:00 am and 12 Noon. Ayes-5; Nays-0; motion carried.

Township Legal Seminar

Couri and Ruppe Law Office is once again holding the Township Legal Seminar, with a full agenda of items relevant to townships. In the past all supervisors attended.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to authorize attendance of supervisors at either the October 1, 2022 Legal Seminar in Cotton, or the September 10, 2022 Legal Seminar in Aitkin County, and post Notice of Possible Quorum. Ayes-5; Nays-0; motion carried.

Northern Drug Screening Contract

Chair Clayton stated that price increases of the Northern Drug Screening Service Agreement in drug testing, BAT, Confirmation BAT, Reasonable Suspicion Training, Drug Testing and Policy Draft, and Administrative Fine for missed drug/non-compliance, are effective September 1, 2022, therefore, an updated contract needs to be approved and signed.

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to approve and sign the updated Northern Drug Screening Service Agreement. Ayes-5; Nays-0; motion carried.

Land Sale

Chair Clayton stated that the board has been discussing selling vacant township land for the last 3+ years, has had the parcels surveyed, has had the involvement of the township attorney, and is now ready to sell and advertise the (3) parcels.

Chair Clayton read the "Advertisement for Sale of Town Property" in its entirety:

The Harris Town Board will offer for sale, tracts of land for the following:

- A) Parcel 1 - containing 3.3 acres located at the junction of Harris Town Road and Wendigo Park Road. (Itasca County Parcel No. 19-012-2204.) This parcel has a well, and driveway approach. The minimum price to be accepted by the Township for the purchase of this property is \$44,900.00.
- B) Parcel 2 – containing approximately 3 acres, to the East of Parcel 1. The minimum price to be accepted by the Township for the purchase of this property is \$30,000.00.
- C) Parcel 3 – containing approximately 4.2 acres, to the North of the Harris Cemetery. The minimum price to be accepted by the Township for the purchase of this property is \$35,000.00.

All parties interested are requested to send a letter specifying the Parcel(s) you are interested in purchasing, and the amount(s) being offered between July 31, 2022 and August 31, 2022. to the Harris Town Clerk at the following address:

Harris Town Clerk
20876 Wendigo Park Road
Grand Rapids, MN 55744
Questions: 218-244-1811

All letters received will be reviewed by the Board after August 31, 2022 (closing date). The highest offer of the parcels will be contacted. The Town Board of Supervisors retains the right to reject any and all offers made.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the "Advertisement for Sale of Town Property" and publish and post said Notice. Ayes-5; Nays-0; motion carried.

MAT 2022 District Meetings

Chair Clayton stated that the District 11 Meeting will be held, via zoom, on August 24, 2022 beginning at 6:00 pm.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to authorize supervisors to attend the August 24, 2022 6:00 pm (zoom) District 11 Meeting, and post the Notice of Possible Quorum. Ayes-5; Nays-0; motion carried.

Schedule Work Session Re: Maintenance vacancy, Clerk vacancy, and Caretaker/Sexton job description

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to schedule the work session Re: Maintenance vacancy, Clerk vacancy, and Caretaker/Sexton job description, for Monday, August 1, 2022 at 5:30 pm at the Town Hall. Ayes-5; Nays-0; motion carried. The Clerk will post the notice.

TED Letter

Chair Clayton was notified by Sarah Carling from CEDA of the deadline of August 8, 2022 to submit the TED Grant Letter of Request. Chair Clayton needs approval to move forward with a letter.

A motion was made by Schack and seconded by Supervisor Davies to authorize Chair Clayton to move forward with the TED Grant Letter of Request. Ayes-5; Nays-0; motion carried.

Bills

Approve the Payment of Bills

Chair Clayton presented the July 27, 2022 claims list, in the absence of Treasurer Kopacek.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve Claims 20614 through 20623, and EFTs 7272201 through 7272207 in the amount of \$60,351.91. Ayes-5; Nays-0; motion carried.

Public Input

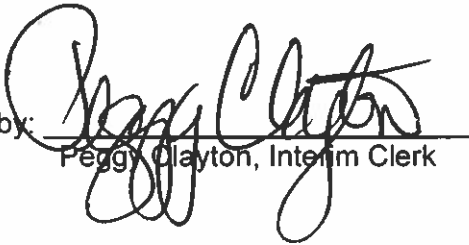
No Public input.

UPCOMING Events/Meetings

August 1, 2022	Work Session Re: Maintenance, Clerk and Caretaker/Sexton	5:30 pm Town Hall
August 8, 2022	Township Association Meeting	7:00 pm TBD
August 9, 2022	Primary Elections	7:00am-8:00pm Town Hall
August 10, 2022	Regular Board Meeting	7:30 pm Town Hall
August 24, 2022	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 Schack and seconded by Supervisor Davies to adjourn the meeting at 8:27 pm.

Prepared by: 
Peggy Clayton, Interim Clerk

Signed by: 
Peggy Clayton, Chair