

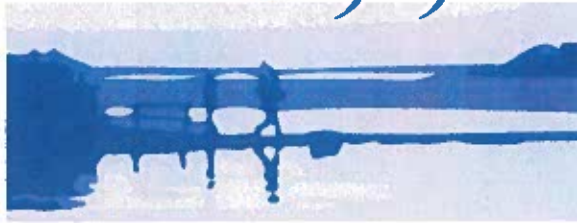
Madam Chair Peggy Clayton
20356 Wendigo Park Road
Grand Rapids, MN 55744
Phone 218-259-1551

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 JUNE 22, 2022 MINUTES

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

Absent: Supervisors Davies and Gilbert

Pledge to the Flag was conducted, followed by the reading of the township mission statement. (On June 22, 1942 the Pledge of Allegiance was recognized by Congress)

Approve Minutes

Minutes of May 25, 2022 P and D Meeting

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the minutes of the May 25, 2022 P and D Meeting. Absent-Supervisors Davies and Gilbert. Ayes- 3; Nays-0. Motion carried.

Additions and Corrections

Chair Clayton requested to add Federal mileage rate be added to the agenda under New Business as 12C.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the addition of Federal mileage rate to the agenda as 12C, and approve the rest of the Regular Agenda. Absent-Supervisors Davies and Gilbert. Ayes-3; Nays-0. Motion carried.

Business from the Floor

Muck Excavation Plan

Jon Adams came before the board to request a letter of support to haul muck materials on Sunny Beach Road. Jon has been working with the Environmental Services Department for awhile, obtaining permits etc. as per the requirements from that department, and DNR, for his project, and evaluating ice road options for muck removal. A contractor would be required to create the ice road over the winter prior to excavation time. Short discussion followed.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to authorize and approve Jon Adams to haul muck removal materials on Sunny Beach, making sure to keep the roadway free and clear, and hauled prior to the frost coming out of the ground, and to provide a letter of support to Jon for hauling. Absent-Supervisors Davies and Gilbert. Ayes-3; Nays-0. Motion carried.

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

A motion was made by Supervisor Schack and seconded by Supervisor Kelley to approve the Consent Agenda, as delineated above. Absent-Supervisors Davies and Gilbert. Ayes-3; Nays-0. Motion carried.

**Roads
LRIP Update**

Supervisor Kelly reported that the bid opening was held on Wednesday, June 22, 2022 through the Itasca County Transportation Department and only one bid was submitted for the project. The bid was compared to the engineers estimate of \$1,524,503.55. The actual bid for the LRIP project was from Hawkinson Construction for a total bid of \$1,731,486.25.

Supervisor Kelley also stated that the completion deadline, by the State, for the project is October 15, 2022.

A motion was made by Chair Clayton and seconded by Supervisor Schack to approve the Hawkinson Construction LRIP Project bid of \$1,731,486.25. Absent-Supervisors Davies and Gilbert. Ayes-3; Nays-0. Motion carried.

Road Update

Supervisor Kelley reported that roads are looking good. Dust control has been completed on the roads scheduled (for dust control). Shouldering and a few washouts are being taken care of by maintenance.

Culvert Policy

Supervisor Kelley talked about the board's current culvert policy, which does allow for one free culvert per parcel issued by the Township. Discussion held on the increase in the cost of culverts, and the supply and demand is also higher. Harris is one of a handful of townships, and cities who do supply one free culvert per parcel.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to table the culvert policy to the July 27, 2022 Board Meeting. Absent-Supervisors Davies and Gilbert. Ayes-3; Nays-0. Motion carried.

Culvert(s) Request

Supervisor Kelley stated that a culvert was ordered for the resident on Keyview Drive.

Washout on Harbor Heights Road

Chair Clayton briefly discuss the reoccurring washout due to snow melts and rain on Harbor Heights Road. Maintenance had filled the area with class five which did wash out and then later used recycled blacktop. The area of the washout continues to occur and is moving further east of the roadway.

During the June 4, 2022 Supervisor Road Inspection, the supervisors did look at that area and a suggestion was made to use hot pack. This plan was again discussed, and maintenance will be ordering the materials needed to place hot pack in that area. Chair Clayton will contact Bob Olson regarding the Board's plan.

Storm Related Damages

Chair Clayton received an email from John Linder, Emergency Mgmt Coordinator, regarding the May 30, 2022 severe weather incident.

The deadline for reporting storm damages, labor hours, and costs associated with repair, etc to John for FEMA, is due by Friday, June 24, 2022. Supervisor Shack will have maintenance provide necessary information to the Chair to be sent to John.

Recreation

Park and Cemetery Inspection Reports for May 2022

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the Park and Cemetery Inspection Report of May 2022. Absent-Supervisors Davies and Gilbert. Ayes-3; Nays-0. Motion carried.

Trails Task Force

Supervisor Schack reported that the Trails Task Force met over the past week and that the Mesaba bike trail from Grand Rapids to Ely is almost finish. This trail has been in the works for 25 years! The bike trails are in great shape, and the cost for a pass is \$15 per year or \$5 for three passes.

FireWise

Supervisor Schack reported that brush, etc pick ups will begin August 1, 2022, with those not picked up last fall, to be first on the list. Those interested in participating need to obtain the form, complete it, and turn it in. Contact Supervisor Schack at 218-340-8852 or email supervisorehpt@gmail.com.

Weed inspection Report

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to table the weed inspection report to the July 27, 2022 P and D Board Meeting. Absent-Supervisors Davies and Gilbert. Ayes-3; Nays-0. Motion carried.

Message Board

Chair Clayton provided a quote on a new message board for the hall, and also one for Crystal Park. The message board at the Hall has been repaired four times in the last year. The message board at Crystal Park is a small 8x11 board screwed into a piece of glass, which requires a lot of work just to get a piece of paper in the board. The thought from Chair Clayton was to order a new message board for the hall, one for Crystal Park, and then replace the message board at Wendigo Park, with the hall message board (once it is cleaned up). The current message board at Wendigo is rotted out and needs to be replaced.

The new message boards have a 50 year guarantee, and are weather and bug resistant and made from recycled plastic.

A motion was made by Chair Clayton and seconded by Supervisor Schack to order two message boards, at a cost \$1,628.85 each. Absent-Supervisors Davies and Gilbert. Ayes-3; Nays-0. Motion carried.

Correspondence

Minnesota State Demographic Center Census

The April 21, 2021 population estimate is 3317, and the April 1, 2021 house estimate is 1305. These figures represent estimated population and household changes since the 2020 census.

Township Association Minutes of May 9, 2022

Informational only.

Town Hall

Town Hall Report for May 2022

A motion was made by Supervisor Schack and seconded by Supervisor Kelley to approve the Town Hall Report for May 2022. Absent-Supervisors Davies and Gilbert. Ayes-3; Nays-0. Motion carried.

Maintenance

Maintenance Reports for May 2022

A motion was made by Chair Clayton and seconded by Supervisor Schack to approve the Maintenance Reports for May 2022. Absent-Supervisors Davies and Gilbert. Ayes-3; Nays-0. Motion carried.

Trailer Repair Quote (tabled from the May 25, 2022 P and D Mtg)

Supervisor Schack received quotes from Roth RV for a new trailer at a cost of \$3,688.00 and a quote from PJs at a cost of \$4,200.00. Supervisor Schack was reminded that the board's direction from May 25, 2022 was to obtain quotes for repair, as it had been previously determined that the trailer (in question) would not be used that much, therefore, a new trailer was not needed.

Supervisor Schack stated that he felt that the tailgate/ramps from one trailer may fit on the second trailer.

A motion was made by Chair Clayton and seconded by Supervisor Schack to table the trailer repair to the July 27, 2022 P and D Meeting, and provide a written quote on costs associated with the ramp replacement or trailer repair. Absent-Supervisors Davies and Gilbert. Ayes-3; Nays-0. Motion carried.

Old Business

No old business.

New Business

CW Care Cybersecurity Solutions

Chair Clayton discussed the email and information (in the packet) regarding cybersecurity solutions from CW Technology. CW Technology is changing their cybersecurity solutions and they had recommended that Harris strengthen our security and replace the antivirus on our laptops, with advanced EDR, and also include credential monitoring and training. The township currently has a contract with CW Technology to provide antivirus monitoring and upgrading of our laptops on a monthly basis.

The board has acknowledged that cybersecurity is getting out of hand and is becoming a large threat. Chair Clayton stated that she did talk with Julie with CW technology regarding the need for the advanced EDR to replace antivirus, but that the township did not need the credential monitoring or the training as we are a smaller group of supervisors and employees.

CW Technology did agree and recommended that the township move forward with the Advanced EDR in lieu of antivirus. Cost associated with Advanced EDR (per laptop) would be \$7/monthly, as opposed to the \$8/monthly we are currently paying for anti-virus.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to move forward with replacing antivirus with Advanced EDR are at a cost of \$7/monthly. Absent-Supervisors Davies and Gilbert. Ayes-3; Nays-0. Motion carried.

Emergency Mgmt Training

Chair Clayton discussed a recent invite received from John Linder, Emergency Mgmt Coordinator, regarding senior official training on emergency mgmt, There are 4 modules which will be held over the next few months. The first module is scheduled for Wednesday, June 29. That module is entitled "Roles and Responsibilities". There are two sessions one can choose from: 1:00 pm to 3:30 pm or 6:00 pm to 8:30 pm, and to be held at the Itasca County Emergency Communications and Operations Center at the old Itasca County Grand Rapids Airport Terminal. Chair Clayton asked if any supervisors would be interested in attending.

A motion was made by Chair Clayton and seconded by Supervisor Kelley to approve the attendance of Supervisor Schack to the "Roles & Responsibilities" training to be held on Wednesday, June 29, 2022 from 1:00 pm – 3:30 pm. Absent-Supervisors Davies and Gilbert. Ayes-3; Nays-0. Motion carried.

Federal Mileage Rate

Chair Clayton told the board that the Federal Mileage Rate will be increasing on July 1, 2022 from .585/mile to .625/mile. Pay requests beginning July 1, 2022 and turned in at the end of July 2022 will reflect that increase.

Bills

Approve the Payment of Bills

Treasurer Kopacek told the board that an adjustment was made to the maintenance pay request from the June 8, 2022 Board Meeting maintenance pay request. On June 3, 2022, there appeared to be 3 hours of PTO taken. These 3 hours were inadvertently added instead of deducted from the total hours worked for that day, on that pay request. The treasurer did make the adjustment, and also added a "PTO column" on the original maintenance pay request.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the claims #20571 thru #20583, and EFTs 622201 thru 622209, and EFT 5272201, in the amount of \$18,538.55. Absent-Supervisors Davies and Gilbert. Ayes-3; Nays-0. Motion carried.

Public Input

No public input.

UPCOMING Events/Meetings

	Work Session Re: Boat Landings, ARPA,	
	Land Sale, Blandin Grant, City of GR	6:00 pm Town Hall
June 29, 2022	Comprehensive Plan Review Meeting	5:00 pm Town Hall
July 11, 2022	Township Association Meeting	7:00 pm Town Hall
July 13, 2022	Regular Board Meeting	7:30 pm Town Hall
July 27, 2022	P and D Board Meeting	7:30 pm Town Hall

Adjourn

Prepared by:


Peggy Clayton, Interim Clerk

Signed by:


Peggy Clayton, Chair

