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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.

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**Work Session**  
**MATIT, Admin Policy, Resolution 2008-004, and Hall Addition Discussions**  
**March 27, 2023**  
**6:00 pm Harris Town Hall**

**Present:** Madam Chair Clayton, Supervisors Schack, Davies, Gilbert & Kelley

The purpose of the Work Session was to discuss the MATIT Policy Coverage, Admin Policy, Resolution 2008-004, and Hall Addition Discussions.

The work session was called to order at 6:00 pm by Madam Chair Clayton.

The pledge to the flag was conducted.

**MATIT Insurance Coverage**

Chair Clayton reviewed the updated MATIT insurance policy provided by Sarah Turek. There are many items on the list that may not need to be covered as they may fall under "contents" within a building. Discussion followed.

Supervisor Kelley suggested reaching out to MATIT on arranging a visit (from MATIT) to review the policy and all of the properties and equipment listed under the policy. Chair Clayton stated that the township does not need to go through MATIT, as many other townships go through different insurance companies, and it's not uncommon for that to take place. Supervisors were in agreement to obtain quotes from local insurance companies within the Grand Rapids/County area.

After considerable discussion, Supervisor Kelley and Chair Clayton will reach out to a few insurance companies to obtain quotes, while utilizing the quote received from MATIT. Once quotes are received, additional work session(s) will be scheduled.

A motion was made by Supervisor Davies and seconded by Supervisor Kelley authorize the Chair and Supervisor Kelley to obtain quotes on insurance coverage of properties, buildings, equipment, etc. for the Township. Ayes-5; Nays-0. Motion carried.

**Admin Policy**

Chair Clayton reviewed Resolution 2023-002 Administrative Policy regarding two updates which should be made. The first update was to add Resolution 2023-010 (regarding board add-ons) under 6.2 as C: Board Add-Ons. Supervisors were in agreement to add that to the admin policy.

The second update would be to include under Appendix C, (Board Supervisor Duties) item 2. (Duties covered under the supervisor stipend) "the inspection of rinks". Supervisors were in agreement to add that to the admin policy.

This will be brought forward to the Board for approval, as Resolution 2023-002A.

## **Resolution 2008-004**

Chair Clayton reviewed Resolution 2008-004 (donation or contribution request policy) that was pulled together by the board back in May 2008. It was believed to be the intent back in 2008 that the board pulled together this resolution, for the purpose of only contributing to the historical society, and the agricultural fair board, at annual township meetings. This resolution has not been followed for years.

Chair Clayton discussed Resolution 2008-004 with MAT Attorney Steve Fenske, back in 2021. It was the recommendation by Steve Fenske that the board has a few options. The board can revoke the resolution, or they can update that resolution. If the board doesn't want to make contributions, the board can deny them by stating the denial is consistent with the 2008 resolution. The reply to constituents would be that the board didn't follow the resolution in the past, so why follow it now. The best approach would be to set a new policy and resolution, which would be to revoke the current resolution 2008-004 and consider every request on a case-by-case basis in the future, as per a new resolution. Considerable discussion was held. It was the consensus of the board to have the chair pull together a new resolution, which would revoke resolution 2008-004, and then include language, consistent with expenditures, contributions, and donations, as authorized by statute. Chair Clayton will pull together a resolution for placement on the April 12, 2023, Board Meeting.

### **Hall Addition Discussion:**

Chair Clayton reviewed a list of her reasons for a hall addition. The contents of the list included, adding a board room and an office. The current office is not large enough for two people to sit in, much less than walk in when two people are seated. Chairs, tables, and walls are taking a beating due to moving constantly to set up for board meetings and events in the hall. The office floor has a considerable number of cracks, it's difficult to get the sound system in and out of the office and into the hall (without banging into a wall). \* Maintenance had to install a bar on the sound system panel in order to get the sound system in and out of the office. The Caretaker supplies are in a very small/tight closet, with shelving so high, she needs a stool to reach them.

Harris Township is growing by leaps and bounds. The board is expanding landings for more parking for our constituents, yet there is nothing being done for the hall, which is our center and focal point for the township. Considerable discussion was held. Other townships, much smaller budget-wise and constituent-wise, all have halls for events, along with large offices and separate board rooms.

Note: The Chair will be obtaining quotes for replacement blinds in the hall because they have not been replaced since the board purchased the building and are in rough shape.

The board was in agreement with the necessity described by the Chair. It's not something that will be done tomorrow but planning and budgeting could start today.

Supervisors agreed that the board could start working on this, via budget time every year, and funding was a possibility via a grant, if possible. Road work will simmer down in a few years, and monies could be used for any addition to the hall.

Chair Clayton ask the board their thoughts on taking the money from the sale of parcel one and two, which is approximately \$73,000 and placing in a dedicated fund for an addition. Supervisors were in agreement to place those funds toward any addition.

Future meetings/discussions will take place when necessary. Chair Clayton will contact CEDA about any possible grants relative to a hall addition.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to adjourn the meeting at 7:25 pm.

Submitted by:   
Peggy Clayton in lieu of Clerk

Signed by:   
Peggy Clayton, Madam Chair

