

Madam Chair Peggy Clayton
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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 Lori Kent 244-1811

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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

www.harristownshipmn.org

Regular Board Meeting March 8, 2023 Minutes

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

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

Oath of Office

Madam Chair Clayton conducted the oath of office to incoming Clerk Lori Kent. The board welcomed Lori Kent to the Harris Township Board.

Approve the Minutes

Minutes of February 8, 2023, Regular Board Minutes

A motion was made by Supervisor Gilbert and seconded by Supervisor Schack to approve the minutes of the February 8, 2023. Ayes-5; Nays-0. Motion carried.

Minutes of February 27, 2023, Closed Work Session Re: Performance of Employees under Board Direction

A motion was made by Supervisor Schack and seconded by Supervisor Kelley to approve the minutes of the February 27, 2023, Closed Work Session Re: Performance of Employees under Board Direction. Ayes-5; Nays-0. Motion carried.

Additions and Corrections

Madam Chair Clayton requested tabling item 1A Flowers for Pollinators (Business from the Floor) to the March 22, 2023, P and D Meeting, and moving item 5A Itasca County Five Year Road Plan (Roads) to Correspondence as 9E.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve tabling item 1A Flowers for Pollinators (Business from the Floor) to the March 22, 2023, P and D Meeting, and moving item 5A Itasca County Five Year Road Plan (Roads) to Correspondence as 9E, and the approve rest of the Regular Agenda. Ayes-5; Nays-0. Motion carried.

Business from the Floor

There was no business from the floor.

Consent Agenda

Gavel Cemetery Deed

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

Roads

There were no items under Roads.

Recreation

There were no items under Recreation.

Mowing Contract

Chair Clayton reviewed the Lawn Services posting and publication, and the Lawn Care and Ground Maintenance Contract with the board. The contract is for lawn services at Wendigo Park, Crystal Park, Harris Town Hall, and Harris Cemetery. Chair Clayton will remove the Harris Town Service Center, and boat landings from the contracts, as Township maintenance will take care of the service center and landings.

Bids will be accepted from March 11 through March 22, 2023. The posting will be published in the Grand Rapids Herald Review in the March 11, 15, 18, and 22nd editions of the Herald and will be placed on the FB page and website.

Those interested in bidding can obtain a copy of the draft contract by the Harris Town Chair via email to: supervisorchtp@gmail.com, and can turn in their bid to the same Emil, or send to the Harris Town Chair, 20876 Wendigo Park Road, Grand Rapids, MN 55744.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the posting and publishing of the Lawn Care and Ground Maintenance Contract. Ayes-5; Nays-0. Motion carried.

Correspondence

Intergovernmental Meeting Minutes of February 22, 2023

Informational.

Itasca County Township Association Minutes of February 13, 2023

Informational

Trails Task Force Minutes of February 9, 2023

Informational

Northwest Gas Joint Powers Board Minutes of February 17, 2022

Informational

Itasca County Five Year Plan

Informational

Old Business

There was no old business.

New Business

Schedule Work Session Re: Boat Landings, Tennis Courts, Basketball Courts, Grants

Madam Chair Clayton discussed the need to schedule an additional work session on boat landings, tennis and basketball courts, and grants. Supervisors are to obtain updated quotes on the above.

Discussion held on contractors not being able to provide updated quotes with the quantity of snow, and likewise, updated quotes need to be presented at the next scheduled work session.

It was decided to hold off on scheduling another work session.

Schedule Closed Work Session: Appraisal of Maintenance, Performance/Duties of Treasurer

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to schedule a closed work session for Monday, March 20, 2023, at 6:00 pm regarding the appraisal of Maintenance, and the Performance/duties of the Treasurer. Ayes-5; Nays-0. Motion carried.

The Clerk will post the work session.

Resolution #2023-010 Re: Board Agenda Add-Ons

Madam Chair Clayton stated that in following the transparency of the Harris Town Board, Resolution 2023-010 Re: Board Agenda Add-ons was created and read in its entirety.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve Resolution 2023-010 re: Board Agenda Add-Ons. Roll Call: Supervisor Kelley-yes, Supervisor Gilbert-yes, Supervisor Davies-yes, Supervisor-Schack, Chair Clayton-yes. Motion carried.

Multifunction Printer/Scanner for Treasurer

Madam Chair addressed the decision to get a few bids on a multi-function printer for the Treasurer. Treasurer Kopacek recently submitted her resignation as the Treasurer of the Board, due to her conflicting schedules, and changes. The Chair met with the Treasurer, and a potential agreement was put into motion, with the decision to get quotes on a multifunction copier for the Treasurer to utilize for Township work, etc.

Discussion held on the pros and cons of the Canon Image Class C vs. the Brothers Monochrome multifunction printer. The Loffler Rep will install, and maintain the Canon, and there will be no charge to the township for toner purchases.

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to purchase the Canon Image Class X for the Treasurer. Ayes -5; Nays-none. Motion carried.

The chair will contact the Loffler Rep. (formerly Xerox, and get the machine ordered, etc., (and she will also tear up the letter of resignation from the Treasurer).

Annual Township Association Dinner/Meeting

Madam Chair discussed the upcoming Township Association Annual Dinner/Meeting which will be held on Monday, April 10, 2023. Registration starts at 5 pm, dinner is at 6:00 pm, with the program and meeting to follow.

A head count needs to be turned in, as all spouses, guests and significant others are also invited to attend. The cost is \$25/person. The chair will gather information after the meeting.

Door prizes are awarded at the annual meeting, and townships are asked to bring a gift for the door prizes.

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to authorize the Chair to purchase a door prize, up to \$50.00. Ayes-5; Nays-0. Motion carried.

Treasurer's Report
Treasurers Report

Treasurer Kopacek presented the February 1, 2023, Cash Control Statement, Outstanding Checks and Deposits, and the Statement of Receipts, Accrued Interest, Disbursements, and Balances (Schedule 1-a).

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the Treasurer's Report in the amount of \$2,990,841.82. Ayes-5; Nays-0. Motion carried.

Payment of Claims

Treasurer Kopacek reviewed the February 1, 2023, Claims List in the amount of \$19,876.01.

A motion was made by Chair Clayton and seconded by Supervisor Schack to approve the Claims List #20895 through #20896, EFTs 382301 through 382305, EFT 01252302, and EFTs 2282301 through 2282304 in the amount of \$19,876.01. Ayes-5; Nays-0. Motion carried.

Public Input

There was no public input.


UPCOMING Events/Meetings

March 13, 2023	Township Association Meeting	7:00 pm Town Hall
March 14, 2023	Annual Township Meeting	7:00 pm Town Hall
March 20, 2023	Closed Work Session re: Appraisal of Maintenance, and Performance of Treasurer	6:00 pm Town Hall
March 22, 2023	P and D Board Meeting	7:30 pm Town Hall
April 10, 2023	Annual Township Association Dinner/Meeting	5:00 pm Balsam Town Hall
April 12, 2023	Regular Board Meeting	7:30 pm Town Hall
April 26, 2023	P and D Board Meeting	7:30 pm Town Hall
April 27, 2023	Local Board of Appeal & Equal.	9:00 am 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 8:00 pm.

Prepared by: 
Lori Kent, Clerk

Signed by: 
Peggy Clayton, Madam Chair