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Harris Township
SINCE 1909



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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

**Treasurer and Maintenance Employee Appraisals, Boat Landings Work Session Minutes
March 5, 2021
3:30 pm Harris Town Hall**

Present: Madam Chair Clayton, Supervisors Gilbert, Kelley and Schack; and Clerk Roxanne Christie

The meeting was called to order at 3:30 pm by Madam Chair Clayton.

The pledge to the flag was conducted.

The purpose of the work session was to conduct the appraisals of both the Treasurer and Maintenance Employee, and discuss boat landings.

Employee Performance Appraisals

Maintenance Employee Performance Appraisal

This appraisal was open vs closed.

The Board and maintenance employee reviewed the overall performance appraisal, and discussed goals for the year.

The board approved \$1.00 per hour increase from \$21.85 to \$22.85, which will be effective on April 1, 2021. An increase in wages will be effective 4/1/2021.

Treasurer Performance Appraisal

This performance appraisal was open vs. closed.

The Board and Treasurer reviewed the overall performance appraisal. The job description was reviewed and minor changes were made to some of the duties. The updated job description will be approved as part of the Administrative Policy.

The board approved a \$50.00 increase to the monthly stipend from \$750.00 to \$800, which will be effective on April 1, 2021. Meeting stipend and hourly rates will remain in place.

A motion was made by Supervisor Schack and seconded by Supervisor Kelley to adjourn the employee appraisal portion of the meeting at 6:00 pm.

Boat Landings

The board reviewed work/repairs needed at the landings, so they could pull together the "Letter of Support" to be sent to the DNR. The DNR will provide assistance in ramp access at our landings, therefore, each landing was discussed as to what work could be included in the Letter of Support.

Mishawaka Landing

The board stated that ramp access work should be completed. Discussion held on allowing for two ramp accesses vs. one. Riprap could be added in and around the two accesses.

Casper Landing

Lakeshore stabilization was discussed. The board discussed the need for assistance in ramp access maintenance, and riprap from the boat ramp access and around to the west side swimming/houseboat access area. Further discussion held on moving forward with a beach/swimming area on the west side.

LaPlant Landing

The board discussed the need for assistance in ramp access at this landing.

Robinson Landing

The board discussed the need for assistance in ramp access, as the landing is narrow and smaller than the other landings, so there is not a lot of room for additional work.

Madam Chair Clayton will create a draft "Letter of Support" send the draft to Sarah Carling/IEDC for her review. Once this has been completed, the Letter of Support will come before the board for final approval, and then sent to Kacie with the DNR.

There were no further boat landing discussions held.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to adjourn at 6:30 pm.

Submitted by: Roxanne Christie 3-7-21
Roxanne Christie, Clerk

Signed by: Peggy Clayton
Peggy Clayton, Madam Chair