

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 Kelly Derfler 244-1811

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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

PLANNING & DEVELOPMENT MEETING November 21, 2023 MINUTES

Present: Madam Chair Clayton, Vice Chair Schack, Supervisors Davis, Kelley, and Gilbert; Treasurer Kopacek, Clerk Derfler

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

Approve the Minutes

Minutes of October 25, 2023, P & D Meeting

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the minutes of the October 25, 2023 P & D Meeting. Ayes-5; Nays-0. Motion carried.

Additions and Corrections

Chair Clayton proposed to table item 12B (Resolution 2023-022 re: Approving State of Minnesota Joint Powers Agreement) and 12C (Court Data Services Subscriber Agreement to CJDN Subscriber Agreement) to the December 13, 2023 meeting. She also proposed removing items 5A (Zoning Land Use Permits) and 5B (SSTS Permits) and replacing with new copies, removing item 9A (Town Hall Report for October 2023) and replacing with an updated copy, and adding Resolutions 2023-023 (Closing Sunset Drive) and 2023-024 (Closing Sunset Lane) under item 6B (Sunset Lane/Sunset Drive).

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to approve tabling item 12B (Resolution 2023-022 re: Approving State of Minnesota Joint Powers Agreement) and 12C (Court Data Services Subscriber Agreement to CJDN Subscriber Agreement) and removing items 5A (Zoning Land Use Permits) and 5B (SSTS Permits) and replacing with new copies, removing item 9A (Town Hall Report for October 2023) and replacing with an updated copy, and adding Resolutions 2023-023 (Closing Sunset Drive) and 2023-024 (Closing Sunset Lane) under item 6B (Sunset Lane/Sunset Drive) and approve the agenda. Ayes-5; Nays-0. Motion carried.

Business from the Floor

There was no business from the floor.

**Consent Agenda
Zoning Land Use Permit
SSTS Permits
Ward Cemetery Deed
Thorson Cemetery Deed
Paulley Cemetery Deed
Toback Cemetery Deed
Engstrom Cemetery Deed**

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

Roads

Roads Update

Supervisor Kelley stated that the major gravel roads have been graded.

The Driftskippers snowmobile club contacted Supervisor Kelley about installing signage on Sunny Beach Rd where the trail will be rerouted. Supervisor Kelley stated that the club will determine the placement of signs and the township will install them.

Supervisor Kelley has been in discussions with Blackberry Township regarding Jess Harry Rd. 0.12 miles of Jess Harry Rd is in Harris Township, but there are 1.4 miles of the road that is unclear on whether it belongs to Harris Township or Blackberry Township. Blackberry Township has maintained the road to date but is interested in Harris Township assisting in the maintenance. Supervisor Kelley suggested contacting SEH to survey the road to determine ownership. Blackberry Township has expressed interest in paying one third of the \$1,000.00 fee for SEH, with Harris Township paying the rest of the cost. Discussion followed.

A motion was made by Supervisor Schack and seconded by Chair Clayton to approve the 2/3 fee of \$1,000.00 to have SEH perform a survey to determine ownership of Jess Harry Rd. Ayes-5; Nays-0. Motion carried.

Supervisor Kelley was contacted by the county with concerns about a fence that was installed at the turnaround at the end of Root Rd, where snow is pushed. Supervisor Kelley contacted the owner of the fence, who stated that he is willing to take care of the snow and has the equipment to do so.

Supervisor Kelley stated that the county has a website where those who have the login credentials can see which roads have been plowed and where the plows are located. He has requested access to the website and asked the board if they would also like to request access. Supervisor Kelley will submit requests for all the supervisors to gain access to the website.

Supervisor Kelley has been searching for documentation of previous maintenance that has been completed on Bear Creek Rd to determine maintenance responsibility. The homeowner at the end of the road believes that the township snow plowed beyond the point where the township currently maintains. Supervisor Kelley stated that he has spoken with the county to research previous road mileage certifications. There was road work completed at the end of Bear Creek Rd to fix drainage problems in 2009 and in 2012. Supervisor Kelley will search for easement information at the Records Dept. and report back at the December meeting.

Sunset Lane/Sunset Drive

Normally both Sunset Lane and Sunset Drive are closed during the winter months, by Resolution. Supervisor Kelley stated that he spoke with the owner of the new house on Sunset Drive about the concern of whether the township should keep the road open for plowing for safety reasons. After discussion, the board decided to close both Sunset Lane and Sunset Drive and move the barricades on Sunset Drive beyond the new homeowner's driveway and plow to the barricade.

Chair Clayton read Resolutions 2023-023 re: Closing Sunset Drive and 2023-024 re: Closing Sunset Lane, in their entirety.

Madam Chair Clayton called for a Roll Call for both Resolution 2023-023 and 2023-024:

Supervisor Kelley:	Yes for both
Supervisor Gilbert:	Yes for both
Supervisor Davies:	Yes for both
Supervisor Schack:	Yes for both
Madam Chair Clayton:	Yes for both

A motion was made by Supervisor Gilbert and seconded by Supervisor Davies to approve Resolution 2023-023 re: Closing Sunset Drive and Resolution 2023-024 re: Closing Sunset Lane. Ayes-5; Nays-0. Motion carried.

Recreation

Park and Cemetery Inspection Reports for October 2023

A motion was made by Supervisor Schack and seconded by Supervisor Gilbert to approve the Park And Cemetery Inspection Reports for October 2023. Ayes-5; Nays-0. Motion carried.

Rink Attendant Interviews

Chair Clayton and Supervisor Kelley will be interviewing four candidates from Personnel Dynamics on November 27, 2023 at 4pm. Most attendants are coming back from previous seasons. Volunteers are in place for rink flooding. One more volunteer for rink flooding could be useful for the Wendigo Rink.

Trails Task Force Update

Supervisor Schack stated that as of November 13th, the clubs are still searching for insurance. This will affect a lot of trails (walking, skiing, snowmobiling, ATVs). As new information becomes available, he will update the board and constituents.

Correspondence

Grand Rapids Area Cable Commission Minutes of September 11, 2023

Informational.

Town Hall

Town Hall Report for October 2023

A motion was made by Supervisor Davies and seconded by Supervisor Schack to approve the Town Hall Report for October 2023. Ayes-5; Nays-0. Motion carried.

Maintenance

Maintenance Report for October 2023

A motion was made by Chair Clayton and seconded by Supervisor Gilbert to approve the Maintenance Report for October 2023. Ayes-5; Nays-0. Motion carried.

Old Business

No items.

New Business

Resolution 2023-021 re: Designating Polling Place

Chair Clayton read Resolution 2023-021 re: Designating Polling Place in its entirety.

Madam Chair Clayton called for a Roll Call for Resolution 2023-021:

- Supervisor Kelley: Yes
- Supervisor Gilbert: Yes
- Supervisor Davies: Yes
- Supervisor Schack: Yes
- Madam Chair Clayton: Yes

A motion was made by Supervisor Gilbert and seconded by Supervisor Schack to approve Resolution 2023-021 re: Designating Polling Place. Ayes-5; Nays-0. Motion carried.

RAMS Notice of Nominations

Chair Clayton stated that she received a letter regarding RAMS elections and nominations. She explained that since Harris Township is now a voting member of the RAMS organization, the township can nominate directors for their board. Discussion followed.

A motion was made by Supervisor Gilbert and seconded by Chair Clayton to approve the nomination of Supervisor Davies for the RAMS Board of Directors. Ayes-5; Nays-0. Motion carried. Chair Clayton will send in the nomination of Supervisor Davies to RAMS.

2024 Harris Town Board Meeting Schedule

Chair Clayton reviewed the 2024 Harris Town Board Meeting Schedule with the board. The schedule will be posted on the bulletin board as well as the Harris Township Website. The Annual Town Meeting will be held on Tuesday, March 12, 2024 at 7pm. In case of inclement weather, the Annual Town Meeting will be held on Tuesday, March 19, 2024 at 7pm.

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to approve the 2024 Harris Town Board Meeting Schedule as presented. Ayes-5; Nays-0. Motion carried.

Schedule Closed Work Session re: Performance of Employees Under Board Direction and Closed Work Session re: Security

A motion was made by Supervisor Gilbert and seconded by Supervisor Kelley to schedule a Closed Work Session re: Performance of Employees Under Board Direction and a Closed Work Session re: Security immediately following the Closed Work Session re: Performance of Employees Under Board Direction on December 7, 2023 at 5pm. Ayes-5; Nays-0. Motion carried.

Bills

Payment of Bills

Treasurer Kopacek reviewed the November 21, 2023 Claims List.

A motion was made by Supervisor Schack and seconded by Supervisor Gilbert to approve and pay the bills, claims #21219 through #21237, and EFTs 11212301 through EFT 11212308 in the amount of \$21,886.27. Ayes-5; Nays-0. Motion carried.

Public Input

There was no public input.

UPCOMING Events/Meetings

December 7, 2023	Closed Work Session re: Performance of Employees Under Board Direction	5:00pm Town Hall
December 7, 2023	Closed Work Session re: Security	Immediately Following Closed WS at 5pm
December 11, 2023	Itasca County Township Association Potluck & Meeting	6:00pm Town Hall
December 13, 2023	Regular Meeting	7:30pm Town Hall
January 8, 2024	Itasca County Township Association Meeting	7:00pm Court House Jail Tour
January 10, 2024	Regular Meeting	7:30pm Town Hall

** No P&D Board Meeting on December 27, 2023 **

Adjourn

There being no further business to come before the board, a motion was made by Supervisor Schack and seconded by Supervisor Gilbert to adjourn the meeting at 8:03pm.

Prepared by:


Kelly Derfler, Clerk

Signed by:


Peggy Clayton, Chair

