



NEIGHBORS, SHORES & MORE

Supervisor Dennis Kortekaas 326-1882  
Supervisor Peggy Clayton 259-1551  
Supervisor Jim Kelley 327-0317  
Supervisor Mike Schack 340-8852  
Treasurer Nancy Kopacek 398-3497  
Clerk 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](http://www.harristownshipmn.org)

## PLANNING AND DEVELOPMENT MEETING NOVEMBER 24, 2020 MINUTES

**Present:** Chair Ken Haubrich, Vice Chair Peggy Clayton, Supervisors Jim Kelley, Dennis Kortekaas, Mike Schack; Treasurer Nancy Kopacek

1. **Pledge of Allegiance** – The Pledge of Allegiance to the flag was conducted, followed by the reading of the township mission statement.

2. **Approve the Minutes**

**P and D Meeting Minutes of October 28, 2020**

A motion was made by Supervisor Kortekaas and seconded by Supervisor Kelly to approve the minutes of the October 28, 2020 P and D Board Meeting. Motion carried.

**Board of Canvass Minutes of November 10, 2020**

A motion was made by Supervisor Clayton and seconded by Supervisor Kortekaas to approve the Board of Canvass Minutes of November 10, 2020. Motion carried.

**Clerk Interview Session Minutes of November 16, 2020**

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the Clerk Interview Session Minutes of November 16, 2020. Motion carried.

3. **Additions and Corrections**

Chair Haubrich requested adding Harbor Heights Street Light to the agenda.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to add Harbor Heights Street Light under Business from the Floor, and approve the rest of the P and D Agenda. Motion carried.

4. **Business from the Floor**  
**Harbor Heights Street Light**

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to table this item to the December 9, 2020 Board Meeting so that the Board can view the area (in question) during evening hours. Motion carried.

5. **Consent Agenda**  
**Zoning/Itasca Land Use Permits**  
**SSTS Permits**

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to approve the consent agenda, as delineated above. Motion carried.

## **6. Roads**

### **Sunny Beach Road Mailbox (tabled from November 10, 2020 meeting)**

Supervisor Kelley reported that the party on Sunny Beach Road removed their current mailbox and installed a new mailbox. Maintenance can remove the old mailbox post in the spring, so no damage is sustained to the culvert.

### **Road Inspections**

Supervisor Kelley reported that roads are looking good.

A motion was made by Supervisor Haubrich and seconded by Supervisor Kortekaas to approve the road inspection report of November 22, 2020. Motion carried.

### **Precision Pipeline/Mishawaka Road Update**

Supervisor Kelley reported the Precision Pipeline Foreman contacted him if there were concerns or issues with regard to trucks hauling on Mishawaka Road. The hours of operation are being followed, as per the variance. Roads may become slick in the area of Mishawaka and Hwy 169, therefore, he encouraged travelers to drive with caution, and if there are any road issues, please contact a supervisor.

### **Application for Utility Permit on Gary Drive**

A motion was made by Supervisor Kortekaas and seconded by Supervisor Kelley to approve and sign the Application for Utility Permit on Township ROW for Gary Drive. Motion carried.

The signed and approved permit will be submitted to Telcom Construction.

### **Property Deed**

Supervisor Clayton reported that Wendy Gunderson, 19704 Root Road, has a parcel of land (#19-015-3301) that runs through a portion of Sunny Beach Road, by Forest View Trail, which she has no use for, and is inquiring if the township has an interest in said parcel. Discussion followed.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to deny the purchase of parcel #19-015-3301. Motion carried.

Supervisor Clayton will contact Wendy Gunderson on the board's decision.

## **7. Recreation**

### **Park and Cemetery Inspection Report for October 2020**

A motion was made by Supervisor Haubrich and seconded by Supervisor Clayton to approve the Park and Cemetery Inspection Report for October 2020. Motion carried.

### **Trails Task Force**

Supervisor Schack reported they are getting ready for winter and are hoping for colder weather to freeze the swamps. The DNR provides some support, but each club grooms their own trails, etc.

### **Rinks**

Supervisor Kelley stated that Wendigo rink volunteers are readying themselves to hopefully start flooding. With the closing of the IRA and skating programs, outdoor rinks are going to be the commodity for skaters.

The City of Grand Rapids will not have their warming shacks open, but will have rinks up and running for outdoor skaters. Supervisor Kelley suggested the township follow the City of Grand Rapids lead. Discussion followed. Once our rinks are flooded, lights will be on until 8:00 pm Monday – Sunday.

Signs will be placed at both Wendigo and Crystal denoting that "warming shacks will be closed and skaters will be at their own risk."

**8. Correspondence**  
**Network Opportunities Team Meeting Minutes of October 28, 2020**  
Informational only.

**9. Town Hall**  
**Maintenance Hall Projects**

Supervisor Schack reported that Maintenance is pulling together a list of winter projects. The town hall kitchen will be painted, shelving will be removed from her office, and new shelving will be installed in the basement. The office is very small, and old files, etc need to be moved to free up space. Discussion followed on shelving, costs, etc.

A motion was made by Supervisor Kortekaas and seconded by Supervisor Haubrich to purchase one-36x54 shelving unit at a cost of \$54.98. Motion carried.

Supervisor Schack will purchase the shelving at Home Depot.

**10. Maintenance**  
**Maintenance Report for October**

A motion was made by Supervisor Clayton and seconded by Supervisor Kortekaas to approve the maintenance report for October 2020. Motion carried.

**Tire Quote**

Supervisor Schack provided a quote on 6 tires for the maintenance dump truck, from Acheson Tire at a cost of \$1,600.00. Discussion followed.

A motion was made by Supervisor Haubrich and seconded by Supervisor Kelley to table this item to the January 13, 2021 Regular Board Meeting. Motion carried.

**11. Old Business**  
**Hiring of Clerk**

Chair Haubrich introduced the new Township Clerk, Roxanne Christie. Roxanne will begin on January 13, 2021.

**Resolution 2020-025 Board of Canvass Certification**

Supervisor Clayton read Resolution 2020-025 in its entirety.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to adopt Resolution #2020-025: November 3, 2020 Harris Township Election Results. Motion carried.

**CARES Act Reporting/Laptop Update**

Supervisor Clayton reported that the final CARES Act Report was submitted on Monday, November 23, 2020.

Laptops are still on back order, but if the Board is interested, Computer Enterprises has a back up option. Replacement laptops could be ordered and received within a week, but would have a few differences. The screen would be smaller and there would be no 10 keypad. Discussion followed. The board was unanimous to wait until (the back ordered) laptops are in stock.

**12. New Business**

There was no new business.

**13. Treasurer's Report**

**Treasurers Report for October 2020 (tabled from November 10, 2020 Mtg)**

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve the Treasurers Report for October 2020 in the amount of \$1,202,532.78. Motion carried.

**Approve the Payment of Bills**

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to approve the claims #19675 through #19688 and EFTs #1124201 through #1124209 in the amount of \$60,908.82. Motion carried.

**14. Public Input**

There was no public input.

**15. UPCOMING Events/Meetings**

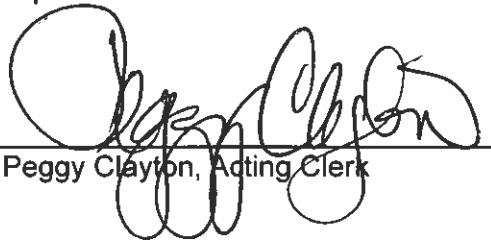
December 9, 2020	Regular Meeting	7:30:pm Town Hall
January 13, 2020	Regular Meeting	7:30 pm Town Hall
January 22, 2020	P and D Meeting	7:30 pm Town Hall

- Reminder: there will not be a P and D Meeting in December

**16. Adjourn**

A motion was made by Supervisor Korketaas and seconded by Supervisor Kelley to adjourn the meeting at 8:25 pm.

Prepared by:



Peggy Clayton, Acting Clerk

Signed by:



Ken Haubrich Chair