

Madam Chair Peggy Clayton
20356 Wendigo Park Road
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 244-1811

harristownshipclerk@gmail.com

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

Planning and Development Meeting October 26, 2022 Minutes

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

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

Approve the Minutes

September 28, 2022 P and D Meeting Minutes

A motion was made by Supervisor Gilbert and seconded by Supervisor Davies to approve the September 28, 2022 P and D Meeting Minutes. Ayes-5; Nays-0. Motion carried.

Additions and Corrections

Chair Clayton requested to add Mediacom, Cell Phone Service, Clerk, and ElderCircle to the "Schedule Work Session", under New Business 12A. Supervisor Schack requested to pull agenda item 11A. Culvert Order Form, and also add that item to the work session to be scheduled under (12A).

A motion was made by Supervisor Schack and seconded by Supervisor Davies to add Mediacom, Cell Phone Service, Clerk, and ElderCircle to the "Schedule Work Session", under New Business 12A. Supervisor Schack requested to pull agenda item 11A. Culvert Order Form, and also add that item to the work session to be scheduled (12A). Ayes-5; Nays-0. Motion carried.

Business from the Floor

There was no business from the floor.

Consent Agenda

Zoning/Land Use Permits

SSTS Permits

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

Roads

Sunny Beach Road Reclamation SAP

Supervisor Kelley reviewed the Braun Intertec Letter of Transmittal regarding the Sunny Beach Road reclamation. Informational only.

Sunny Beach Road Pay Request

Supervisor Kelley briefly reviewed Hawkinson Construction Sunny Beach Pay Request #3. Informational only.

Sunny Beach Road Census Project Report

Supervisor Kelley stated that as part of the LRIP, a construction progress reporting survey was required to be completed. Supervisor Kelley stated that there may be more than one of these progress report surveys that will need to be completed prior to June 2023, which is the expected completion date.

Southwood Road

Supervisor Schack gave an update on the re-occurring Southwood road issue. An individual or individuals are continuing to dump their leaves/grass clippings into the ditch, aligning with the culvert, which is causing issues with drainage. Supervisor Schack said that if this does continue, letters will need to be sent out to those residents living in that area.

Road Miles Certification

Supervisor Kelley discussed the 2022 Township Road Certification for 2023. Currently, there are no changes on the list of roads. There may, however, be changes regarding a few of the roads in the near future, and if that does occur, Supervisor Kelley will contact the Transportation Accountant to advise her of those changes. Chair Clayton will sign off on the road certification and get that to the Transportation Accountant.

Paved and Gravel Road Report

Supervisor Kelley reviewed the paved road and gravel road inspections, which were conducted on October 22, 2022. The roads are in pretty good shape. Mishawaka Shores Trail, and Sunny Beach Addition Road are on the township five-year road plan, and scheduled to have work completed in 2023. Sunny Beach Road work is done for the year, with a final completion date of June 2023.

A motion was made by Supervisor Davies and seconded by Supervisor Kelley to approve the October 22, 2022 Paved and Gravel Road Inspections. Ayes-5; Nays-0. Motion carried.

Resolution #2022-019 Closing Sunset Drive

Chair Clayton read Resolution 2022–019 regarding Closing of Sunset Drive for Maintenance, in its entirety. Blockades will be placed when the weather brings us snow!

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve Resolution 2022–019 regarding Closing of Sunset Drive for Maintenance. Roll Call: Ayes-5; Nays-0. Motion carried.

Resolution #2022-020 Closing Sunset Lane

Chair Clayton read Resolution 2022–020 regarding Closing of Sunset Lane for Maintenance, in its entirety. Blockades will be placed when the weather brings us snow!

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve Resolution 2022–020 regarding Closing of Sunset Lane for Maintenance. Roll Call: Ayes-5; Nays-0. Motion carried.

Recreation

Park and Cemetery Inspection Reports for September 2022

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to approve the Park and Cemetery Inspection Reports for September 2022. Ayes-5; Nays-0. Motion carried.

Upper Mississippi/Grand Rapids Watershed

Chair Clayton received an email from Matt Gutzman, from the Itasca Soil and Water Conservation District, regarding a program called One Watershed One Plan. The purpose of the program is to align local water planning efforts on a watershed wide scale. In August 2022 a grant proposal for the Upper Mississippi River Grand Rapids Watershed was accepted, and ISWCD would like to start planning efforts for 10 year watershed management plan. According to Matt, around 40 to 55% of Harris Township is in the Upper Mississippi Grand Rapids Watershed, and the other half of Harris is part of the Upper Mississippi Headwaters Watershed. As part of the process they are reaching out to all local government units to see if they would like to participate with planning efforts.

There are three options available for local government units as follows: 1. Harris can participate with planning efforts on some level and would include one staff member participating in those planning efforts; 2. Harris is not interested in participating with planning efforts but still would like to receive updates on planning efforts; or 3. Harris is not interested in participating or receiving updates with planning efforts. Short discussion followed.

A motion was made by Supervisor Kelly and seconded by Supervisor Davies to move forward with option 2 (Harris is not interested in participating with planning efforts but still would like to receive updates and planning efforts). Ayes-5; Nays-0. Motion carried.

Chair Clayton will contact Matt, and advise him that Harris Township is not interested in participating with planning efforts, but would still like to received updates on planning efforts.

Pay for Rink Attendants

Supervisor Kelley reported that the majority of the rink attendants from last season have contacted him and are interested in coming back for the 2022-2023 season. The subject of pay was discussed. Last season the rink attendants were receiving \$11 an hour. The City of Grand Rapids and other entities are paying their rink attendants \$14-\$15 per hour, therefore, Supervisor Kelley suggested the Board increase that pay.

A motion was made by Supervisor Davies and seconded by Supervisor Schack to increase the pay for rink attendants for the 2022-2023 season to \$14.00/hour. Ayes-5; Nays-0. Motion carried.

Chair Clayton will contact Personnel Dynamics with the new rate of pay (\$14/hour).

Correspondence

There was no correspondence.

Town Hall

Town Hall Reports for September 2022

A motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to approve the Town Hall Reports for September 2022. Ayes-5; Nays-0. Motion carried.

Maintenance

Maintenance Reports for September 2022

A motion was made by Chair Clayton and seconded by Supervisor Davies to approve the Maintenance Reports for September 2022. Ayes-5; Nays-0. Motion carried.

Old Business

There was no old business.

New Business

Schedule Work Session Re: Maintenance, Mowing Contract, Mediacom, ElderCircle, Culvert Order Form, Cell Phone Service, and Clerk

A motion was made by Supervisor Schack and seconded by Supervisor Kelley to schedule a work session regarding maintenance, mowing contract, clerk, mediacom, cell phone service, ElderCircle, and culvert order form, for Thursday, November 3, 2022 at 5:30 pm at the Town Hall. Ayes-5; Nays-0. Motion carried.

Chair Clayton will post the work session.

Bills

Approve the Payment of Bills

Treasurer Kopacek reviewed the Claims List dated October 26, 2022. Short discussion held.

A motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to approve paying the bills, claims #20718 through #20728, and EFTs #10262201 through #10262208 in the amount of \$69,817.56. Ayes-5; Nays-0. Motion carried.

Public Input

Chair Clayton reminded the supervisors of the BOAE training to take place from 8 AM to 9 AM on November 3rd at Timberlake Lodge.

Chair Clayton also stated that the Auditor Department is holding Clerk, and election judge training on November 2nd. This training is being provided as a refresher, and to tighten up our current election process. Chair Clayton told the Board that all of the areas that will be covered, are areas that Harris Township has been following.

UPCOMING Events/Meetings

November 3, 2022	Work Session re: Clerk, Maint, Mediacom, Cell Phone Service, ElderCircle, Mowing Contract, Culvert Order Form	5:30 pm Town Hall
November 7, 2022	Hall Election Set-up	10:00 am -12 Noon T. Hall
November 8, 2022	Elections	7:00 am - 8:00 pm T. Hall
November 9, 2022	Regular Board Meeting	7:30 pm Town Hall
November 14, 2022	Township Association Meeting	7:00 pm Town Hall
November 22, 2022	P and D Board Meeting	7:30 pm Town Hall

- Special Note: November P and D Meeting will be held on Tuesday, November 22, 2022 instead of Wednesday, November 23, 2022, due to Thanksgiving week!

Adjourn

There being no further business to come before the board, a motion was made by Supervisor Kelley and seconded by Supervisor Davies to adjourn the meeting at 7:58 PM.

Prepared by: 
Peggy Clayton, Interim Clerk

Signed by: 
Peggy Clayton, Chair