

Madam Chair Peggy Clayton  
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Supervisor VC Mike Schack 340-8852  
Supervisor  
Supervisor Dan Gilbert 259-4967  
Supervisor Jim Kelley 327-0317  
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)

**MAY 4, 2021 6:00 pm  
Clerk Position, Reorganizational Committees, IEDC Work Session  
Minutes**

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

Madam Chair called the meeting to order at 6:00 pm.

Pledge to the Flag was conducted.

The purpose of the work session was to discuss and decide on the Clerk appointment, amend the Reorganizational Committees, and review the Harris priority projects from IEDC.

#### **Clerk Position**

Chair Clayton stated that one of the candidates, Carol Shurson, pulled her resume due to the length of time needed for her to pull together minutes, etc. Beth Riendeau and Melissa Adams were the other two candidates which the supervisors would be discussing.

Supervisors were pleased with the minutes each candidate completed. Either candidate would be able to fulfill the position and were deemed to be trainable. Pros and cons of the formats used, and attention to detail of minutes provided from each candidate, along with the interview materials all were discussed. This information was used to determine the candidate best suited for the position. After considerable discussion and input made by each supervisor a decision was made.

A motion was made by Supervisor Schack and seconded by Supervisor Kelley to appoint Beth Riendeau to the Clerk position. Motion carried.

Beth will be offered the position at \$19.00/hour and will serve a 6 month probation. If accepted, Beth will take the Oath of Office at the May 12, 2021 Regular Board Meeting. Chair Clayton will contact Beth and offer her the position. Melissa Will also be contacted by chair Clayton on the decision made, along with the letter as follow up.

#### **IEDC**

Chair Clayton opened up the discussions with the most recent list of priority projects for the township. Priorities were originally: Township Road Improvements, Township Security Systems, Township Signage, Commercial Business Recruitment Program, VRBO Ordinance, and Boat Landing Updates. The supervisors noted that the security system could be removed as security has been installed; township signage is moving forward and that could also be removed, along with Commercial Business Recruitment Program and VRBO Ordinance. Discussion also held on the American Rescue Act Plan funds forth coming, along with a potential of additional funds from the county.

Supervisor Kelley suggested tennis courts/ball fields be added as a township priority project. Supervisors were all in agreement to add the project to the overall priority list.

After thorough discussion, the board decided on and prioritized the following projects: 1-boat landing updates/beaches, 2-parks/tennis courts/ball fields, and 3-township road improvements. Township road improvements are always front and center, but recreation currently needs to take a front seat.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the Harris Township Priority Project list. Motion carried.

### **Reorganizational Committees**

Chair Clayton stated that the Reorganizational Committees needed to be amended with the addition of Supervisor Ryan Davies to the board, and the resignation of Supervisor Ken Haubrich.

The following committees were reviewed and updated, along with an additional designation made, and a committee added as follows:

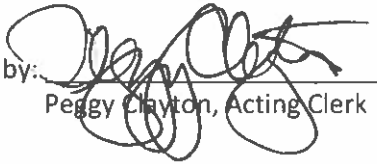
#### **Amended Reorganizational for 2021-2022:**

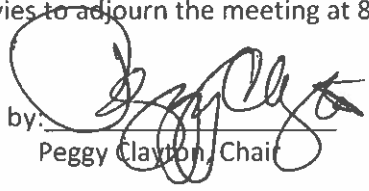
- ◆  Elect Chairman – Peggy Clayton was elected Chair
- ◆  Elect Vice Chairman – Mike Schack was elected Vice Chair
- ◆  Appoint Deputy Clerk – Newly appointed Clerk Beth Riendeau will pursue finding a Deputy Clerk, therefore, a Deputy Clerk was not appointed at this time.
- ◆  Appoint Deputy Treasurer – Becky Adams was appointed Deputy Treasurer
- ◆  Designate official newspaper – Grand Rapids Herald Review was designated as the official newspaper.
- ◆  Designate a township attorney – Andy Shaw was designated as the Township Attorney.
- ◆  Designate a township road engineer – SEH was designated as the Township Road Engineer.
- ◆  Designate a bank as the town depository – Grand Rapids State Bank was designated as the Township Depository.
- ◆  Designate official posting sites – Harris Town Hall was designated as the official posting site
- ◆  Authorize the Treasurer to set up automatic payments/EFTs from the Bank Account:
  
- ◆  Affirm / appoint members to committees/boards:
  - A. Weed Inspector – Dan Gilbert was appointed as the Weed Inspector; Mike Schack as Alt.
  - B. Network Opportunities (aka Local Collaborative) – Peggy Clayton was Appointed as Rep; Ryan Davies Alt.
  - C. Trails Task Force – Mike Schack was appointed as Township Representative.
  - D. Maintenance Crew Leader –Mike Schack was appointed as crew leader, with Dan Gilbert as backup.
  - E. Safety Representative – Mike Schack and Dan Gilbert were appointed as Safety Representatives.
  - F. Human Resource / Personnel Rep - Peggy Clayton was appointed as HR/personal rep, Mike Schack as Alt.
  - G. Cable Commission Representative – Peggy Clayton was appointed as CableCommission Rep, Dan Gilbert Alt.
  - H. County Planning Commission/Environmental Services Representative (to attend meetings) – Peggy Clayton as appointed as Cable Commission Rep, with Jim Kelley as Alt.
  - I. Northwest Gas Joint Powers Board (Resolution 2013-007-2 Repts) – Peggy Clayton is Rep, with Ryan Davies as Alt.
  - J. FireWise – Mike Schack was appointed as Rep.
  - K. Rinks (Wendigo an Crystal-winter) – Jim Kelley
  - L. Road Inspections – Jim Kelly, Mike Schack, and Dan Gilbert were appointed
  - M. Park/Cemetery Inspections – Peggy Clayton was appointed, and Dan Gilbert is Alt.
  - N. Boat Landings – Mike Schack was appointed, and Dan Gilbert is Alt.
  - O. Security Liaison – TBD

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the amended Reorganizational Committees as delineated above.

**Adjourn**

A motion was made by Supervisor Schack and seconded by Supervisor Davies to adjourn the meeting at 8:00 pm.

Prepared by:   
Peggy Clayton, Acting Clerk

Signed by:   
Peggy Clayton, Chair