

**MINUTES from the REGULAR Meeting
Harris Township Board
Wednesday, September 8, 2010 at 7:30pm**

The Regular Meeting of the Harris Town Board was held on Wednesday, September 8, 2010. The meeting was called to order at 7:30pm, at the Harris Town Hall, with the following officers present: Supervisors Larry Key, Dennis Kortekaas, and Gary Rosato; Clerk Michele Smith and Treasurer John Jokela. Absent: None.

Also in attendance: Julie Kennedy – SEH Road Engineer for the township, and Andrew Shaw – township attorney.

1. **Pledge to the flag**, followed by the reading of the township mission statement
2. **Discuss property closing** (Attorney Shaw / Blaines)

See attached minutes from the 7:00pm 9/8/10 work session, held just prior to tonight's Regular Meeting.

3. **Discuss easement for Underwood Road turnaround snow removal** (Attorney Shaw)

Attorney Shaw recapped that the township passed a motion in the spring of 2010 to abandon an unused portion of road ROW, at the end of the Underwood Road, under the condition that an easement was needed for snow placement.

Shaw has drafted such an easement, and after talking several times with resident Doug Gunderson, has gotten it executed by Gunderson. The easement will be exclusively for snow placement only; it will *not* open to the public.

A resolution drafted by Shaw for the Underwood Road ROW abandonment was thought to have been previously presented and passed by the board, contingent on the easement. However, Clerk Smith will verify if it actually came before the board. Once confirmation, or execution, is received, a certified copy will be sent to Attorney Shaw.

4. **Approve the minutes** of the Regular Meeting on August 11 and the P&D Meeting on August 25, 2010.

A motion to approve the minutes as presented was made by Supervisor Key, and seconded by Supervisor Rosato. Upon roll call, motion carried.

5. Roads

- Julie Kennedy – project updates

- Sunny Beach Culvert:

This project has been completed.

- Contracts for Underwood Road:

The contract for the Underwood Road turnaround project, awarded to Casper Construction, was shared with board. The easement has been received from Gunderson for snow placement, and the abandonment was approved by the board, contingent on that. Once the board signs the contracts, and the notice to proceed, Julie will issue them to Casper, who will start work next week. Julie will send notices out to the neighborhood residents, so that they are aware of what will be happening when.

- Salo's driveway

Salo's driveway, located on Wendigo Park Road, will be fixed, as a part of the Underwood Road turnaround project. The grade of the driveway entrance will be tapered, from the overlay done in 2009.

- Bear Creek :

The turnaround area of Bear Creek has been surveyed. Julie commented that they are looking at a redesign that will fit the lot. After the proposed design is done, Julie will meet with residents to discuss the plan with them, and see how they feel about it. Julie commented that they will likely need to reshape the cul de sac.

- **Stony Point Road:**
There is currently a large washout on Stony Point Road, resulting from heavy rain. Black top in the washout area has caved in. Due to the size and span of the washout, this has become a safety issue, per Supervisor Key. The washout is on a hill, right off the main road. The maintenance guys are unsure how they can fix this area. Julie Kennedy agreed to go look at it, as the board agreed they need to make it safe to drive on.

The board discussed getting a maintenance agreement from Bass Brook Township, for the small portion of Stony Point Road that is just outside the Harris Township's boundary line. The board questioned whether or not the road portion in Bass Brook Township is in a different taxing jurisdiction. Julie will do some research. The board was not aware of Bass Brook doing any snowplowing or improvements on their portion of Stony Point Road. It was noted that Harris Township plows the entire road.

6. Treasurer's Reports: August 2010 Financials

- Treasurer Jokela recapped the Treasurer's Report of August 2010 financials, noting specific fund balances, and a total balance of all funds: \$1,289,940.01

Supervisor Key made a motion, seconded by Supervisor Rosato, to approve the August 2010 financial report, as presented by Treasurer Jokela. Upon roll call, motion passed.

7. Business from the Floor

None

8. Recreation

- Herbicide was applied to both Wendigo and Crystal parks, Harris cemetery and Harris Town Hall today, as previously approved by the board.

9. Correspondence

Board Action items:

- 2011 Property Tax Levy Certification for Itasca County; consider approval of Resolution #2010-006, *A Resolution Adopting the Levy Collectable in 2011.*

The board discussed if a change to the levy was needed, before acting on the resolution. It was recently brought to the board's attention that we historically only collect about 90% of our proposed levy. That means that approximately 10% of the 2011 levy – or \$85,000 - will not be collected. And the likelihood of collecting the back taxes depends on when they are paid; the timing is not known. However, it was noted that while we may only collect 90% of the current levy, it's likely that we are also collecting back taxes from previous years, and so the two may very well offset each other. Overall, the board did not have any concern over the levy being potentially short by 10%, given their healthy fund balances.

Supervisor Key made a motion to approve Resolution 2010-006, "A Resolution Adopting the Levy Collectable in 2011", which approved the \$849,328 levy, as voted on during the March 2010 Annual Town Meeting, with no change. Upon a second by Supervisor Rosato, the motion carried unanimously.

Noteworthy items:

- Notice from MN Dept. of Health of Safe Drinking Water Act Revision to the Total Coliform Rule (website link)
- Notice of annual Local Weed Inspector field tour for summer 2011 (tours are on a biannual basis from now on)
- MN Association of Townships District 11 Meeting Notice: 6 p.m. Sept 22, 2010 at Chase on the Lake/Walker, MN

10. Consent Agenda

- a.) Consider approval of cemetery sites sold to Olivemae Gebhart: Section 3, Block 18, Lot 2, Sites 1 & 2

A motion was made by Supervisor Rosato, seconded by Supervisor Key, to approve the consent agenda item a. as listed above. Upon roll call, motion carried.

11. Old Business

- **The crop planted at cemetery** has been plowed up and rolled/baled. Johnson's are getting ready to haul them away, to use for livestock bedding. When asked why so many thistles came up, Johnson said he was not surprised as it's very common with new soil, and burned areas. Supervisor Key commented that the undergrowth looks good – clover and timothy – so there should be a good crop next year.
- **A new Deputy Treasurer** has been appointed by Treasurer Jokela: Christopher Jenkins. He also is a CPA, with his own business. The board had no objections. Jokela requested, and was granted, permission by the board to pay Jenkins a couple hours at his going rate, to familiarize him with the township treasurer's process.
- **The new laptop computer**, printer, and mouse have been delivered to Service Center for the Maintenance Crew, per Clerk Smith.
- **The round table meeting** was attended today by Supervisor Rosato, which was a spin off from the former South Central meetings. Attendees were the City of LaPrairie, Arbo Twp, the City of Grand Rapids, Harris Twp, and ISD #318 (any government agency was welcome to attend).

The new GIS (geographical information system) was discussed for cemeteries, and which is currently being implemented by the Grand Rapids cemetery. Once the project has been completed, Shawn Gillen, city administrator, will share more information about it with townships.

The name for this new round table group has not yet been determined. The next meeting will be held at Bixby's in October, the first Wednesday of the month.
- **Grave heater update:** Supervisor Key said that he had an agreement with a company that we would purchase a used grave heater they had for sale, if they can get it up here (from Savage, MN). However, it still has not been delivered. The cost for the grave heater is approximately \$13,000. The current heater will be kept as a backup.
- **Grader for sale on Craig's list update:** John Jokela has gotten photos of the old grader from maintenance crew, but is waiting on the description before posting. He hopes to list it this week on Craig's list for the agreed sale price of \$5,000.

12. New Business

- Erick Shran called Supervisor Key about a **second culvert**. Key has not yet gotten back to him, so his address and road are unknown.

13. Approve payment of bills

The bill list for September was given to the board for review, totally \$42,009.19. Treasurer Jokela commented on the larger invoices, but the majority of claims were primarily for month to month operations.

A motion was made by Supervisor Rosato, seconded by Supervisor Key, to approve payment of the bills as listed on the attached bill list, entitled "September 2010 Bill Listing go Board", in the amount of \$42,009.19. Upon roll call, motion carried by a unanimous vote.

14. Adjourn

A motion was made by Supervisor Key, seconded by Supervisor Rosato to adjourn tonight's meeting at 8:14pm. Meeting adjourned.

Respectfully submitted,
Michele Smith, Clerk of Harris Twp