

**MINUTES from the P&D Meeting  
Harris Township Board  
Wednesday, January 26, 2011 at 7:30pm**

The P&D Meeting of the Harris Town Board was held on Wednesday, January 26, 2011. The meeting was called to order at 7:30pm, at the Harris Town Hall, with the following officers present: Supervisors Dennis Kortekaas, Gary Rosato, and Larry Key, and Clerk Michele Smith. Absent: Treasurer John Jokela.

Also at tonight's meeting: Julie Kennedy – township Road Engineer from SEH,

**1. Pledge to the flag**

**2. Service Center/Community Complex plan update - Julie Kennedy**

- Julie updated the board, as the students were not ready with the long semester break they were just coming back from. However, they are currently developing costs for various concept plan options. The costs will be in a variable format so that adjustments can more easily be made. The students will attend the February P&D meeting to present their findings to the board.

**3. Recreation**

- Per Supervisor Key, attendance at the skating rinks has been up & down, as the cold weather has had them shut down for 3 days. However, there has been activity at both Crystal and Wendigo Rinks when the weather permits.

**4. Business from the Floor**

- None

**5. Roads**

Updates by Julie Kennedy – SEH:

- Mishawaka Road: Notice for the Mishawaka Road neighborhood meeting has been sent out, and is scheduled for Wednesday, February 2<sup>nd</sup>. At that meeting, Julie plans to share the road reconstruction project options, and find out what the residents of that road would like to see, and which areas are the most troublesome.

The City of Grand Rapids may be delaying their reconstruction plans for this road, as their residents have requested adding a walking trail to their portion. The township could consider adding on to the trail, but would need to apply for funding.

If city does delay their project, from 2011 to 2012 (likely), the township would not necessarily need to wait. Preliminary results from the soil borings look good – with lots of sand, except for a few areas (especially near the culverts). The final report will be done this week.

The Board thinks they would like to continue plans to improve their portion of Mishawaka Road this coming summer of 2011. However, a formal decision will not be made until after the neighborhood meeting with road residents on 2/2/11.

- Underwood Road: The board asked if payment for the Underwood Road turnaround project had been finalized in 2010. Julie commented that while the majority of the project costs have been paid, the final retainage has not. Julie wants to wait until spring to see how the road holds up, and if any problems arise. In addition, mailboxes still need to be installed. Julie will verify what the project balance is, for budgeting purposes, and advise the board of that amount.
- Mornes Road: "Notice of Intent" from attorney Andy Shaw  
The board reviewed the "Notice of Intent" as received from attorney Andy Shaw, which would be published in the Sunday 1/30/11 edition of the Herald Review newspaper. They discussed the township putting in their own ad, adjacent to the "orderly annexation" notice, to clarify that

this was being done for ROW acquisition only. However, they opted not to, as there was no guarantee of placement in the paper, and that it may actually draw more attention to the notice.

Instead, the board opted to request that clarifying wording be added to the notice. Andy Shaw was called during the meeting, and he said he would check with the city attorney, but thought it should be fine. The line to be added was agreed to be: *“This annexation is for the sole purpose of road right acquisition only.”* It was to be added as a standalone second paragraph.

It was also discussed that the entire cost of the ad should be paid for by the City, as agreed to by Tom Pagel, rather than split with the township as stated in Shaw’s letter to the board.

***Supervisor Key made a motion to approve the publication of the “Notice of Intent” as amended to include a second paragraph stating “This annexation is for the sole purpose of road right acquisition only.”, and to add this joint resolution consideration to the agenda for the P&D Meeting on February 9<sup>th</sup>, 2011. The motion was seconded by Supervisor Rosato for discussion.*** It was clarified that at the Feb 9<sup>th</sup> meeting, the board will hear from interested parties of Mornes Road and then vote on the resolution. There would be public input, but this was not officially a public hearing. The board asked if mailed notice of the meeting would be going out, in addition to the published notice by the City. Julie agreed to check into this, as it did seem strange that they wouldn’t mail notice to the affected landowners. ***Roll call was then taken, and the motion passed by a unanimous vote.***

#### **6. Town Hall Report for Dec 5, 2010 – Jan 5, 2011**

- The report that was prepared by the Town Hall Caretaker was reviewed by the board. There were 7 rentals, and \$250 collected. There were no injuries or accidents to report.

#### **7. Maintenance Reports for November and December 2010**

- The report prepared the by the Township Maintenance crew was reviewed; there we no injuries or accidents reported. The board discussed budgeting for a contractor to shoulder the roads, as a lot of labor hours are needed for this ongoing work. The Southwood Road needs work, as does Sunny Beach Road, but the two-man crew cannot keep up with the demands.

#### **8. Old Business**

- Set date for the next budget work session: The next budget meeting was set for **Thursday February 10<sup>th</sup> at 7:15pm at the Blandin Foundation**. The clerk will post proper notice for this meeting.
- Comprehensive Plan: John Powers helped the board create the township’s original Comprehensive Plan. Upon request by the board, Julie contacted him for an estimate to revised/update the plan. Mr. Powers asked if the board would want a survey done, and suggested it would probably be a good idea. With regards to timing, Powers said that later this spring 2011 would work for him. The board agreed they liked the idea of another resident survey, and that spring would be a good time for the board as well, to work with Powers on updating the plan.

Estimated cost for Powers work would be apx \$6,500, plus another \$3,200 if we do a survey mailing. In comparison, Power’s cost to develop the first plan was \$14,000.

Julie added that she would like to have Powers meet with her and the student interns to discuss the proposed Service Center concept plan considerations.

- Blaine home, recently deconstructed by the Habitat for Humanity after purchase by the township, has been boarded up, except for the garage door area – the doors are gone, but the openings remain open. The board discussed if there were any safety concerns in leaving the garage doors open, but it was agreed that there were no concerns, and that it would be okay to leave them un-boarded.

## 9. New Business

- ICTV Annual Meeting invitation – Tuesday, February 8<sup>th</sup> 11:30 a.m. at Timberlake Lodge (\$15)  
The board agreed that they would like to send the township's cable commission representative, John Jokela, to the meeting if he was available. In addition, the former commission representative, Gary Rosato, was also recommended to attend.

***A motion was made by Supervisor Key to approve meal/meeting cost reimbursement for Supervisor Rosato and Treasurer Jokela to attend the ICTV Annual Meeting on February 8<sup>th</sup>. The motion was seconded by Chairman Kortekaas and upon roll call, motion carried.***

- Consider approval of the RBA, for election judges for the 2011 township election.  
After review of the Request for Board Action as prepared by the township clerk, there were no questions or concerns of the board regarding the judges or their rates of pay.

***A motion was made by Supervisor Key to approve the RBA for March 2011 election judge appointments as presented. The motion was seconded by Supervisor, and upon roll call, motion carried.***

## 10. Adjourn

***A motion was made at 8:46pm by Supervisor Key to adjourn tonight's meeting. The motion was seconded by Supervisor Rosato and the meeting was adjourned.***

Respectfully submitted,

Michele Smith, Harris Twp Clerk