

**MINUTES from the P&D Meeting
Harris Township Board
Wednesday, June 22, 2011 at 7:30pm**

The regularly scheduled P&D Meeting of the Harris Town Board was held on Wednesday, June 22, 2011. The meeting was called to order at 7:30pm by Vice Chairman Key, at the Harris Town Hall, with the following officers present: Supervisors Dennis Kortekaas and Larry Key, Clerk Michele Smith, and Treasurer Becky Adams.
Absent: Supervisor Gary Rosato.

Also in attendance: Julie Kennedy, SEH Road Engineer and Mike Hendricks, Township Recreational Advisor

1. Pledge to the flag

2. Roads

- Consider approval of MasTec permit for buried telephone wire, Qwest Job #M011011029 on Westwood Rd
The town board reviewed sketch received from MasTec for the placement of buried telephone wire. They did not have any questions or concerns.

A motion was made by Supervisor Kortekaas to approve the MasTec permit for buried telephone wire, Qwest Job #M011011029; the motion was seconded by Supervisor Key and thus duly passed.

- Updates by Julie Kennedy – SEH
 - Mishawaka Road:
Julie is working with Anderson Brothers, who was awarded the road project contract for Mishawaka Road. The pre-construction meeting has been scheduled for June 29 2011 at 10:00am in the SEH office. The contractor does have 2 state jobs lined up, so if Minnesota goes on strike, it may change their construction schedule. Ideally, they would start work on July 11, but they cannot commit yet. More will be known by next Wednesday. Julie is also working on acquiring the easements needed from Mishawaka Road residents. Contracts will then be executed.
 - Underwood Road:
Julie is working to schedule placement of the final wear course on Underwood Road, in the area of the turnaround project.
 - Gravel Roads Project:
The bid packet for the 2011 gravel roads project is ready to go out to the contractors, per Julie, which includes all of the board designated roads, except Wagon Wheel – which was determined to not need any more gravel at this time, but rather needs to be shaped when graded. The project will be awarded at the Regular Meeting in July.
- Round Table Meeting with the City of Grand Rapids Staff (6/20/11):
The town board met with Rob Mattei and Tom Pagel from the city of Grand Rapids, for another round table work session. The meeting went well and various road project updates were shared, including the status of the city's road project for Mishawaka Road/Isleview/Horseshoe Lake roads. The city is putting in an 8' wide walking trail along the Isleview and Horseshoe Lake Road, and suggested that the township consider using the Cottage Grove easement for a walking trail that could connect. The board discussed tonight that this was a good idea that hadn't occurred to them before. However, they were not sure if the city's proposed walking trail extends down the city's portion of the Mishawaka Road, which connects the township's portion of Mishawaka Road to the city's. If it does, the township could qualify for a 50/50 grant for a trail through the DNR.

3. Business from the Floor

None

4. Recreation

Mike Hendricks was in attendance tonight, and updated the board regarding the annual park tour that he and Supervisor Key performed about a week ago, at Crystal and Wendigo parks. In general, the day to day maintenance is being done well. Key will point a few items out to the maintenance crew. They also identified some projects that would require use of outside contractors:

- ***Crystal Park improvements:***

- Additional sidewalk to picnic area from parking lot.
The board had previously discussed that they would like to add a sidewalk/trail between the parking lot to the pavilion for use by strollers, wheelchairs, pull behind coolers, wagons, etc. to be in better compliance with ADA requirements. Mike suggested using cement for a sidewalk, and putting the entrance near the skating rink which would require that another pass through be added to the fence. Mike volunteered to check into this project further, put together a plan, and provide quotes at next month's P&D meeting.
- Lost a major tree by parking lot. During a recent storm, a large tree was lost, near the Crystal parking lot. Replacing the tree was discussed, as it really adds to the entrance of the park. Mike suggested waiting and tying the tree replacement to when trees are ordered for the windbreak at Harris Cemetery.
- Baseball field improvements: Mike noted that some repair to the baseball backstop should be done, which includes stretching the fencing. This would require the use of a contractor. Also, for future consideration, there should be fences in front of the dug outs benches. They are now required, but those at Crystal were grandfathered in. However, there is a safety issue, and the board was encouraged to consider adding the fencing at some time.

- ***Wendigo Park improvements:***

- Fence damage: Mike is getting a quote for fence repair at Wendigo where one area was hit by a vehicle, and another was damaged by a tree. New posts/top rails were recommended, as was re-stretching the fence area.
- Hard surface game area: Mike commented that the hard surface is looking worse and worse. The board discussed taking it out, and what options they have for the area if a replacement is not feasible due to the lack of funds in the Recreational fund for 2011/2012.
- Tennis Court: Supervisor Key has received calls from residents, requesting that benches be put at the Wendigo tennis courts. There has never any been benches there, yet there are benches at Crystal Park. Mike did some research and found that a good sturdy bench would be apx \$300. The tennis court surfaces are getting bad; Mike did not suggest any repair efforts at this time. It should be okay for a few years, and then the board will need to look at full replacement.

With regards to the park inspections, Supervisor Key made a motion to approve that Mike Hendricks move forward on getting quotes for fencing work at Crystal Park to add a walk-through entrance and for adding a cement sidewalk from the parking lot to the pavilion; Key's motion also added approval of Mike ordering 2 benches for the Wendigo Tennis Courts for approximately \$300 each, which the maintenance crew could install. Upon a second by Supervisor Kortekaas, the motion passed.

Other comments that Mike had were as follows:

- Herbicide: Mike was fairly pleased with herbicide treatment in the park, from last fall.
- Wendigo Picnic Park: Mike never sees anyone using the Wendigo picnic park, despite recent improvements to the parking area, adding a portable bathroom, and fencing. He recommended the board consider selling the property – if possible. The time and money it takes to maintain this park could be used for other things. Larry will check into how the township acquired the park because if it was donated to the township for public use, it cannot be sold.

- Windbreak at cemetery: Mike commented that he and the board still need to get up to the cemetery to determine where exactly the wind break stakes/lath should go, especially with the lease agreement of the property to Johnson's for stumpage.

5. Town Hall Report for May 9 – June 4, 2011

The board reviewed the Town Hall report as submitted by the Town Hall Caretaker. There were 12 rentals, and \$425 collected. There were no accidents or damages to report.

6. Maintenance Report – for May, 2011

The maintenance report was reviewed by the board, as submitted by the Township Maintenance Crew. There were no questions by the board; Supervisor Key added that he did give the 2 summer interns the day off tomorrow, due to the recent rain this week, and the continued heavy rains in the forecast for Thursday.

7. Old Business

- Consider renewal of membership for MN Cooperative Purchasing Venture (CPV)

The board reviewed the renewal membership application, which continues at no cost to the township. Supervisor Key commented that they have saved money on numerous items by being a member and taking advantage of the government contracts.

Supervisor Key made a motion to approve renewing the CPV membership for Harris Township as presented. The motion was seconded by Supervisor Kortekaas and thus the motion passed.

Clerk Smith will email the renewal application to the state tomorrow.

- Request to remove window and boards from garage.

Clerk Smith received an email request from a resident who wanted to remove the windows and some boards from the garage at the Blaine property, which is waiting to be demolished.

Supervisor Key said that he was not in favor of allowing this, due to liability issues. Supervisor Kortekaas agreed. Supervisor Key agreed to contact the resident to explain the board's position and decision. It was noted that there was no demolition date known yet, due to continual rainy weather.

- MAT summer short course

Supervisor Kortekaas and Clerk Smith are planning to attend the MAT summer short course in Carlton, on Thursday, June 30th. Kortekaas added that they are having the annual weed inspector's meeting at this location, and he was looking forward to that.

8. New Business

- Supervisor Key received a call for a culvert on Riverview Road. He found that the township was short on bands and culverts, and so more were ordered by Key.

9. Adjourn

A motion was made by Supervisor Kortekaas to adjourn the June P&D meeting at 8:15pm. Upon a second by Supervisor Key, the meeting was adjourned.

Respectfully submitted,

Michele Smith, Clerk of Harris Township