

**MINUTES from the REGULAR Meeting
Harris Township Board
Wednesday, October 12, 2011 at 7:30pm**

The Regular Meeting of the Harris Town Board was held on Wednesday, October 12, 2011. The meeting was called to order at 7:30pm, at the Harris Town Hall, with the following officers present: Supervisors Larry Key and Gary Rosato, Clerk Michele Smith, and Treasurer Becky Adams. **Absent: Supervisor Dennis Kortekaas**

Also in attendance: Julie Kennedy – Twp Road Engineer from SEH, and 2 residents

1. **Pledge to the flag**, followed by the reading of the township mission statement
2. **Approve the minutes** of the Regular Meeting on September 14, the P&D Meeting on September 28, and the Lakeview Neighborhood Meeting work session on October 5, 2011.

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

3. **Business from the Floor**

None

4. **Roads**

Julie Kennedy – updates on current road projects:

- Bear Creek: Julie is seeking quotes for a culvert replacement on Bear Creek. She would like to see the work done by the end of November.
- Lakeview Drive: A total reconstruction project cost is being assembled for Lakeview, which will include the road surface, drainage correction and the topography of the entrance, which adjoins Hwy 169.
- Mishawaka: Julie and Supervisor Key drove Mishawaka, and found just a few remaining punch list items left to do, but overall, the road project work looked great. Julie hasn't received any negative comments from residents since the last roadwork was done. It was noted that the silt fence will be left up over the winter for erosion control, due to the road's close proximity of the lake.
- Underwood: There is one item remaining that Julie is asking the contractor to do regarding turf restoration. This project should be able to be closed out in November.
- End of Road Maintenance signs: Supervisor Key was informed that the township does *not* have to put "end of township maintenance" signs on roads that have cul de sacs. Also, only roads that continue on past the end of maintenance area will need a sign. Given this, Key commented that we will only have about 10 signs to add to our township roads, as required by Itasca County.

Other road items:

- Qwest buried telephone wire permit on Alicia Place – Qwest Job #MO1102401
The town board reviewed the sketch and information from Qwest for the telephone wire placement on Alicia Place. There were no concerns or questions.

Supervisor Rosato made a motion, seconded by Supervisor Key, to approve Qwest buried telephone wire permit #MO1102401 for Alicia Place. Upon roll call, motion carried.

5. **Treasurer's Report:** September 2011 financials

As discussed last month, Treasurer Adams had the money transferred from the township's savings account at American Bank to the township's Wells Fargo checking account, to cover the Mishawaka road project that was coming out of the Capital Improvement fund. The excess that is not yet needed, since the project will not be closed out until 2012, will be moved to a savings account at Wells Fargo.

Adams also commented that the Blue Cross/Blue Shield medical insurance renewal is coming up, for the full time maintenance crew. Minor increases to the rates are expected, but Adams suggested that for price comparison, they may want to look at other bids from other insurance carriers. And while the insurance benefits will be staying the same, the copay amount in 2012 is going up from \$25 to \$30. Adams noted that the insurance is renewed in January (on a calendar year basis), rather than April, when the employee performance reviews and budget planning is done. Therefore, any changes to coverage will need to be considered accordingly.

With no other questions or comments by the board, Supervisor Key made a motion to approve the Treasurer's report of September 2011 financials as presented. The motion was seconded by Supervisor Rosato and upon roll call, duly passed.

6. Recreation

Supervisor Key updated the board that the herbicide/fertilizer application will start tomorrow morning. It was going to be done last week, but the contractor's equipment broke so they had to postpone until this week.

7. Correspondence

Board Action items:

- None

Noteworthy items:

- Certification received for Gary Rosato, for training the Local Board of Appeal and Equalization Training, which was successfully completed September 21, 2011. It will expire July 1, 2015.
- Certificate of Liability Insurance was received and filed from Schwartz & Sons, for the gravel Road Project.
- An email was received regarding a township sign inventory management tool from "Grid Logic".

8. Consent Agenda

None

9. Old Business

- Consider approval of the revised Harris Cemetery Grave Opening Fee Schedule

After reviewing the letter to funeral homes and the adjusted wording on the grave opening fee schedule, Supervisor Key made a motion to approve the revised Harris Cemetery Grave Opening Fee Schedule as presented, which changed the overtime burial times option only during daylight savings time. The motion was seconded by Supervisor Rosato, and upon roll call, motion was duly passed.

- Roof repair quote for the Service Center garage

Supervisor Key received a quote from Tim Suya to repair the leaking roof at the Service Center, for \$630.00. The board discussed that Mr. Suya was a contractor, and had the appropriate insurance coverage.

A motion was made by Supervisor Rosato to approve the cost estimate of \$630.00 as submitted by Tim Suya to repair the roof on the Service Center garage. A second was made by Supervisor Key, and upon roll call, motion carried.

- Dugouts from Wendigo Park

Supervisor Key mentioned at a previous meeting that the dugouts were removed from Wendigo Park, and are currently at the Service Center. He let the board know that one is being used to store excess equipment in, and that the other will likely be used for storing road sand in. In their place at Wendigo, team benches will be installed, behind the fence.

- Variances/Conditional Use Permit updates:

Supervisor Rosato gave an update on the meetings that were held at the courthouse today, regarding the conditional use permits and variances that the township board reviewed at the P&D meeting in September:

- The Rodinsky septic placement variance passed
- The Myer's season campground conditional use permit passed – with special conditions

- The T&M Marine boat storage conditional use permit passed.
- The Hammerlund after-the fact variance on the gravel pit was tabled – but until when was not known.

10. New Business

- Audit Proposal

A proposal was received from Eikill & Shilling for the annual township audit of 2011. The fee will be based on actual hours worked but will not exceed \$5,500. The Treasurer and Clerk commented that this was basically the same amount as last year's audit, and they were very pleased with this audit firm.

A motion was made by Supervisor Rosato to approve the proposal from Eikill & Shilling for the 2011 audit, which is not to exceed \$5,500. The motion was seconded by Supervisor Key and upon roll call, duly passed.

- Homestead tax

Supervisor Key suggested that a good speaker for an upcoming meeting of the Itasca County Township Association would be Brian Connors, from the County Assessor's office. There is something happening with the homestead tax that is supposed to hit rural the hardest. Supervisor Rosato agreed to will follow up with Connors on this subject.

11. Approve payment of bills

The board reviewed the bill list as submitted by Treasurer Adams; there was nothing out of the ordinary on the list, and no questions were raised.

A motion was made by Supervisor Rosato, seconded by Supervisor Key, to approve the attached list titled "Oct 2011 Bill Listing to Board" in the amount of \$27,279.45. Upon roll call, the motion was duly passed.

12. Adjourn

After the list of upcoming meetings was read, a motion was made at 7:58pm by Supervisor Key to adjourn tonight's meeting. Rosato seconded the motion and the meeting was adjourned.

Respectfully submitted,

Michele Smith, Clerk of Harris Township