

**MINUTES from the REGULAR Meeting
Harris Township Board
Wednesday, August 10, 2011 at 7:30pm**

The Regular Meeting of the Harris Town Board was held on Wednesday, August 10, 2011. The meeting was called to order at 7:30pm, at the Harris Town Hall, with the following officers present: Supervisors Larry Key and Dennis Kortekaas, Clerk Michele Smith and Treasurer Becky Adams. **Absent: Supervisor Gary Rosato**

Also in attendance: Julie Kennedy – Twp Road Engineer from SEH, and Jerry Stejskal - Sunny Beach Road resident.

1. **Pledge to the flag**, followed by the reading of the township mission statement
2. **Approve the minutes** of the Regular Meeting on July 13, and the P&D Meeting on July 27, 2011.

After having reviewed the minutes as presented, Supervisor Kortekaas made a motion to approve the minutes as written. Supervisor Key seconded the motion, and thus the motion duly passed.

3. Roads

- Julie Kennedy – updates on current road projects, including (see memo):
 - Mishawaka Road (see memo/map)

Julie shared a letter with the board that she'd written to the MN Pollution Control Specialist in response to their inspection report dated 8-4-11. The report noted that 3 out of 6 items were either non-compliant or under review, and Julie's letter gave an update on those items, including culverts, and concerns regarding Soil & Water. A copy of the "Storm Water Permit Program for Construction Activity" was also included in Julie's memo to the board.

Other updates on Mishawaka Road included that the contractor has completed a substantial portion of the work, including:

- Reclaiming the existing bituminous
- Ditching
- Placing new bituminous - base and wear course- except where it's sub-cut, and only the base course has been done, due to the high water table and the water that's seeping up.
- Placing erosion control measures and turf establishment
- The remaining work items will be completed within the next month, including shouldering and driveway touch ups.

Speed humps: The 3 new speed humps have been installed, at height of about 1/8" to 1/2" short of the specified height. Julie and the Mishawaka residents felt they were not high enough, and therefore not effective. Julie stated they will need to have an additional lift done, up to the specified height.

Striping: The center and fog lines should be painted tomorrow, but the speed humps will not be striped yet, as more bituminous will be laid when the lift is added.

Julie reviewed, and submitted for approval, the first pay request to Anderson Brothers Construction for the Mishawaka Road work performed to date, in the amount of \$242,755.53. The Clerk noted that this amount should come from the Capital Improvement/Road Dedicated Fund as decided by the board during the Budget Work Session on Feb 18, 2010, and as noted in the annual town meeting report March 8, 2011.

It was recommended by Julie that another resident update be done; she offered to do a 1 page memo to send to Mishawaka Road residents. The Board agreed that this was a good idea, and thanked Julie for preparing the memo.

- Gravel Road Project

Schwartz Excavating has completed their work on the 2011 gravel road project which included Jane Lane, Vroman Road, Hughes Road, and Bear Creek Road. Density and gradation test results are now positive and meets the specifications required. Initially, the compaction test failed, as a roller had not been used (see

also Jane Lane gradation testing results and field notes from Braun Intertec, as included in the Board Agenda packets).

Julie reviewed and recommended approval of the pay application for the work performed by Schwartz Excavating, in the amount of \$41,971.72.

○ Underwood Road turnaround:

The contractor has completed the final punch list items for the Underwood Road Turnaround Project, including paving the bituminous wear course and placing the bituminous patch on Salo's driveway, located on Wendigo Park Road. Mailboxes were moved today.

Julie reviewed and recommended approval of the pay application to Casper Construction, in the amount of \$18,342.68. It was noted that this project will likely be closed by the September 14th regular meeting, when a final pay request will be submitted.

● ROW Mowing

Supervisor Key noted that the maintenance crew is currently doing ROW mowing along township roads.

4. Treasurer's Report: July 2011 financials

Treasurer Becky Adams noted that the first half of apportionments came in during July, which were levied in March 2010, and are reflected in the receipts and fund balances.

Supervisor Kortekaas made a motion to approve the Treasurer's report of July 2011 financials as submitted, and Supervisor Key seconded the motion. Motion passed.

5. Business from the Floor

Jerry Stejskal, a resident of Sunny Beach Road, wanted to publically thank Supervisor Key, and the rest of the town board, for clearing brush near the Woodtick public access entrance on Sunny Beach Road. Visibility leaving the access is much better now – though more clearing would be better - but is still much improved and safer. Supervisor Key thanked Stejskal for his comments, and noted that the township wished they could have cleared more, but that they have to closely watch the DNR restrictions regarding wet lands, and not tamper with, and/or get too close to, the water.

6. Recreation

No update given, but Supervisor Key commented that Mike Hendricks has some projects in progress, including the sidewalk at Crystal Park and the fence repair at Wendigo Park.

7. Correspondence

Board Action items:

- Survey from Office of the Legislative Auditor (OLA), due August 19th – regarding cooperative service agreements

The survey is to be filled out if we've done any cooperative service agreements or contracts – either written or via a handshake – with a township, city, county, or state. After some discussion, it was agreed by the board that the fire contract with the city of Grand Rapids, the law enforcement and Meds-1 ambulance service through the county, our road contract with the county, and the striping pricing with the city all qualified as "cooperative service agreements". As a result, the survey should be filled out.

A motion was made by Supervisor Key, seconded by Supervisor Kortekaas, to have Clerk Smith fill out to the survey to the best of her ability. Motion carried.

Noteworthy items

- Draft letter to J. Utecht regarding board action on her sponsorship request for Pokegama walkway
The draft letter was approved by Supervisors Key and Kortekaas, but requested that Supervisor Rosato review it before sending to Utecht. Clerk Smith will discuss the letter with Rosato before sending.

8. Consent Agenda

None

9. Old Business

- Paul Bunyan construction update

Clerk Smith contacted Paul Bunyan Cooperative (PBC) to ask about cable/internet/phone service availability in Harris Township. Based on the franchise checks the township is receiving, it was apparent that there were a few cable subscribers in the township.

Paul Bunyan supplied Smith with a map of the township, indicating which areas currently have active service (a very limited area), which areas have active service but PBC needs to do some work on yet, which areas are planned for construction in 2011, and which areas a date for construction has not yet been determined.

Overall, construction plans for 2011 include about the SW ¼ of Harris Township. In an email to Smith from Keith Hunt, Video Services Coordinator for PBC, he stated that residents will receive a letter prior to construction, along with a permit form for the homeowners signature to allow PBC to bury line to their house. He also gave a phone number for residents to call to inquire about their specific address, as there are many variables as to where service is available at this time.

Clerk Smith will post the map on the township's website, as well as the phone number to PBC.

- Summer Maintenance Interns update

Intern Dylan LaPlant did a great job for the township this summer, and will be finished Friday August 5th as he will be returning to Hibbing VoTech soon. The second inter, Matt Seivert, is also doing a great job, and will be working with until about August 20th, when he too returns to college.

- Rental cancelations

Supervisor Key was contacted by the Town Hall Caretaker, regarding recent rental cancellations without notice. It was determined by the board that this would be moved to the agenda for the August 24th P&D Meeting.

10. New Business

- None

11. Approve payment of bills

Treasurer Adams noted that the bill list for August includes payment to Schwartz Excavating for the Road Project, and to Anderson Brothers Construction for the Mishawaka Road project to date. However, the pay request for Casper Construction for the Underwood Turnaround Project was not received prior to the meeting, but will be added to the list, as requested by the board.

Also, Adams noted that the SEH payment is for 3 months work (April, May, and June), as invoiced.

A motion was made by Supervisor Kortekaas to approve the attached bill list titled "August 2011 Bill Listing to Board", with the addition of a payment to Casper Construction in the amount of \$18,342.68 for the Underwood Turnaround, for a revised bill total of \$358,691.36. The motion was seconded by Supervisor Key and thus duly passed.

12. Adjourn

Supervisor Kortekaas made a motion to adjourn tonight's Regular August Meeting of the Harris Town Board at 8:10pm. Key seconded the motion, and the meeting was adjourned.

Respectfully submitted,
Michele Smith, Clerk of Harris Township