

**MINUTES**  
**P&D Meeting and the Annual Town Road Meeting**  
**Harris Township Board**  
**Wednesday, April 25, 2012 at 7:30pm**

The Planning & Development Meeting and the Annual Town Road Meeting were both held on Wednesday, April 25, 2012. The meetings were held at the Harris Town Hall, with the following officers present: Supervisors Gary Rosato, Larry Key, and Dennis Kortekaas, Clerk Michele Smith and Treasurer Becky Adams. Absent: none.

Also in attendance: Julie Kennedy – SEH Road Engineer, Ray Nikkel, Judy Myers, Dan Butterfield, and 2 residents from Harbor Heights Road.

**1. Pledge to the flag**

**2. Annual Road Meeting**

Because no one was in attendance at 7:30pm for the Annual Road Meeting, as posted and published, Chairman Key moved down the agenda, until 7:15pm when ***Supervisor Rosato made a motion to recess the Regular Meeting to start the 2012 Annual Road meeting. Supervisor Kortekaas seconded the motion, and upon roll call, the motion passed and the Annual Road Meeting began.***

Julie explained that this was the fifth year using the “road prioritization process” whereby the township supervisors go out and inspect the roads, which are split up amongst the supervisors. The supervisors evaluate and rate their same roads using a priority index (1-3) for road condition and traffic volume. These two factors create a “priority index rating” or ranking. Drainage is also noted on the evaluation form. “Signage” was removed from the evaluation form, as a separate sign replacement plan is now in place due to new reflectivity standards.

The supervisors had not given their reports to Julie yet, so she asked that they give an oral report on the roads that they inspected:

**Supervisor Kortekaas:**

- Had not yet completed his road inspections, but would soon.

**Supervisor Rosato:**

- Westwood Road: Very Bad – as bad as Key View; dead end road; ditches are good.
- Pennela: Good
- Hauser: Gravel road; dead end road. In good shape.
- Verde Lane: No problems
- Sunny Lane: Residential; a lot of alligator cracking; low volume road; ditching is shallow
- Mishawaka Shores: Good road; no problems
- Mishawaka boat landing: No problems
- Mishawaka Road: First section, from 169 west, is very rough; both traverse and longitudinal cracking; in bad shape. Second section, from landing north, was just reconstructed last year. Rosato would like to see the speed limit reduced in this area (currently 30mph).
- Winnebago: Redone in 2007; no problems
- Apache: Redone in 2007; no problems
- Mohawk: Redone in 2007; no problems
- Chippewa: Redone in 2007; no problems
- Isleview: Traverse cracking, and some alligator cracking but basically a good road. Needs striping
- Birch: Road is ‘adequate’; transverse cracks are pretty bad; a little alligator cracking; culvert area was a problem, but it seems to be pretty stable.
- Pine Street: Short road, serving 2 houses; alligator cracks are bad, but a low volume road.

- Lake View Drive: Still the worst road in township; have met with residents and with their advice, will not to do anything until we have money to fix it, and the drainage, properly.

- Harbor Heights Road (There were 2 residents in attendance regarding this road):

Longitudinal cracks were okay, but the traverse cracking is very bad. Rutting okay; needs gravel at turn around – but the township does not own this. There is only a verbal agreement in place with the current land owner, Ernie Jacobson.

Residents would like to see this road repaved due to cracks and culverts that have sunk. Residents commented that the road is in really bad shape - as bad as Lakeview, just not as long – but serves about the same number of residents. Drainage is also bad; the old ditching and culvert system do not work anymore. Runoff currently drains into a resident’s yard. The residents added that Harbor Heights has been a bad road for 20 years.

The board and Julie discussed that Harbor Heights is 0.32 miles long. Ditching would be an expensive part of a project on this road. A very rough estimate for just the bituminous was \$67,000. And that price did not include any drainage correction or engineering costs.

From a feasibility standpoint for mobilization costs, it would make the most sense to look at improving Harbor Heights at same time as Lakeview Drive.

When compared to other roads, Harbor Heights was not considered to be that bad, per Rosato, and the volume doesn’t justify it being at the top of the list for maintenance. However, he recommended that Commercial Asphalt could help with the cracking.

Supervisor Key commented how 30 years ago, the town board bonded to pave all roads in the township. And now they are have/are going bad at the same time, making it very difficult to keep up. Plus, most of the roads were not repaired properly 30 years ago – as they blacktopped over sub standard roads.

- Woodland Park Road: Good
- Melody Lane: Good road
- Gary Drive: No major concerns; adequate road.
- Crystal Park: Good shape
- Little Crystal Lane: Dead end road; good shape
- Stony Point Road: Most of this road is in another jurisdiction, but it is not a good road. There are deep pot holes. However, this road hasn’t changed in several years.
- Tolerick Drive: New sink holes starting to appear, before turn around; asked maintenance guys to watch them.
- Pine Landing: Good road
- Southwood Road: This road has traverse cracks but they are not that bad, per Rosato, despite the calls received by the board. There is some aligatoring. Rosato still cannot rate as ‘bad’.
- Rough Shores: Bad; cracked up road, at .13 miles
- Sunny Beach: From Harris Town Road (1/2 way); was overlaid 10 years ago. Rough, but not that bad
- Forest View Trail: Gravel road; nice
- Winston Taylor Road: Good
- Alisha Spur: Very good road.
- Aspen Drive: Forgot to do

**Supervisor Key:**

- Cemetery: Drainage issues; will be fixing and doing a parking area near the maintenance garage on a trial basis; the roads in the cemetery are bad
- Hughes: Gravel road; good shape
- Vroman Road: Good
- Jane Lane: Good
- Bear Creek: Wash boarding, pot holes; lot of brush (maintenance will take care of; graded yesterday.)
- Wagon Wheel: Lot of pot holes; graded yesterday; good shape

- Woodbine: Okay – rated 2
- LaPlant Landing: Good
- Wendigo Heights Road: Will get gravel this year; in good shape
- Norway Road: Good; getting gravel this year
- Robinson Road: Rated a 1 all the way (bad); dirt is coming up – making it hard to tell if it’s even paved
- Robinson Road Boat Landing (across from Casper Landing). Trees are all dying.
- Schmidt Road: Ditching is poor; trees on south side are growing out into the road; will be graveled this year.
- Bay View Place: Rated a 3 for good.
- Metzenhuber Road: Rated a 2 – needs grading; will be graveled this year
- Roman Road: Rated a 2; has a sink hole;
- Breezy Lane: Good
- Sunny Beach Road: Intersection Park/Sunny Beach to 67 (shorter part of the road); rated a 2 on alligator and traverse cracking. Note: Will put all of Sunny Beach Road together next year; Supervisor Rosato will do the inspection.
- Nancy Drive: Good; needs brushing
- Casper Landing: Good, but still needs the road name changed. Sign still says “Badger Lane.”
- Sunny Beach Addition: Rated a 2; last portion will get gravel this year s the township has agreed to gravel it for use of the turnaround.
- Wendigo Picnic area: Needs some clean up; maintenance guys working on.

***With no other questions/comments from the audience, a motion was made by Supervisor Rosato to close the Annual Road Meeting at 8:41pm and reopen the P&D meeting; the motion was seconded by Supervisor Kortekaas and upon roll call, motion carried.***

### **3. Munzer Lake Cartway – Ray Nikkel (218-259-4722)**

Ray Nikkel came to the town board upon the recommendation of Bob Scheierl – the Real Estate Specialist for Itasca County Land Dept. He went to the county regarding his property on Munzer Lake, where the Township has a cartway partially back to his property, off LaPlant Road. However, the cartway ends at piece land that is “school trust” state property (tax forfeit). Because of this land type, the county could not help him with an easement, and referred him to the township.

Ray requested that the cart way be continued from the end of the township’s cartway to his property. He needs a cartway (easement) to get to his property. Ray had a copy of a survey that was done several years ago, and shared it with the board.

Per the survey, the township has a 33 foot cartway (2 rods in width), and ended where noted on the map. Nikkel said the old roadway that continues from here to his property is still there, but that no easement across the state land could be located.

Township Attorney Andy Shaw was contacted by Supervisor Kortekaas, as he has handled these types of situations before. The board was in support of Kortekaas continuing with his investigation with Shaw, as they didn’t know what the township’s responsibilities were in this case, and wanted to make sure it was handled correctly. Nikkel commented that he was willing to share in the costs for the investigation if needed.

### **4. Conditional Use Permit – B&L Properties of Itasca County (aka Casper Construction) | 29770 Harris Town Rd *This Conditional Use Permit would allow applicant to construct a proposed 60x96 commercial storage building to be used for commercial storage/equipment. Parcel is being used as an existing “grandfathered gravel pit”, which the new structure will be located, and also help provide additional screening of pit activities and storage use. Conditional Use is required for this type of use in a Farm Residential Zone.***

Lance Casper in attendance at tonight’s meeting, regarding this Conditional Use Permit Application. Casper provided the board with additional information from the County (Don Dewy), which indicated that Casper’s proposed use was appropriate for a conditional use permit, based on information shown. *(A copy will be attached to these minutes.)* Casper explained that he was proposing a metal storage building, similar to others

in the area. The purpose is to allow materials and equipment to be put under cover and secured, for reduced chance of vandalism & theft. No water or electric hook up was planned. Becoming a repair facility was not in the plan, per Casper.

The board then reviewed the Township's Facts of Finding form. All questions were answered in the affirmative, with number 5 being "N/A".

***A motion was made by Supervisor Kortekaas to recommend approval of the Conditional Use Permit Application from B&L Properties of Itasca County (aka Casper Construction) to construct a proposed 60x96 commercial storage building at their pit located at 29770 Harris Town Rd,. The motion was seconded by Rosato, and upon roll call, motion passed by a unanimous vote.***

#### **5. Variance Request – Keith and Judy Kackman | 30438 LaPlant Road**

*This Variance would allow the applicant to construct a new 24'x28' garage, to be located 72' from the center line of LaPlant Road. Because of the location of the existing cabin and power lines, the required setback of 110' cannot be met.*

The Kackmans were not able to attend tonight's meeting, as they live in Elk River.

Supervisor Rosato looked at the aerial photos of the area, and found no encroachment to Pokegama Lake. He saw the garage as an improvement to the property, with only one egress to LaPlant Road. He had no concerns, nor did the other board members.

The township's facts of findings form was reviewed. All questions were answered in the affirmative.

***A motion was made by Supervisor Rosato to recommended approval of the Variance Request Application from Keith and Judy Kackman | 30438 LaPlant Road, to construct a new 24 x 28' garage. The motion was seconded by Supervisor Kortekaas and upon roll call, motion passed by a unanimous vote.***

#### **6. Roads**

- Julie Kennedy / SEH Road Engineer: Project updates
  - Gravel road project: Since no concerns were noted for any gravel roads during the Annual Road Review meeting, Julie will proceed as instructed in getting quotes for the 2012 gravel project as previously discussed for 6 roads: Bay View Place, Metzenhuber Road, Norway Road, Schmidt Road, and Wendigo Heights Road, plus Sunny Beach Addition.
  - Bituminous road project: Julie is working to try and get cost figures down by doing a base bid and ad alternate bid. The base bid would be for a tight-blade and an overlay on all 3 roads: Keyview, part of Wendigo Park Road, and Mishawaka Road (east/west part only). The ad-alternate bid would be for a *reclaim* & overlay – as the reclaim adds 10 years life to the road, but for an additional cost – which is worth it, if affordable. Bidding option would allow the board to see the price difference between the two.

Julie clarified with the board where to stop construction on Wendigo Park Road; her original consideration was all the way to the intersection, but then realized that this would be farther than needed. The new shorter length is helping to reduce costs.

She also commented to the board that there will only be 2 foot wide shoulders along this portion of Wendigo Park Road - not 3 foot shoulders, as our design standards require for a new road. However, it was noted that 2' width is the same width as rest of Wendigo Park Road.

**The board approved that Julie bid the road project, with ad alt, as recommended so they can compare the prices between tight-blade and reclaim.** Julie hoped to have the bids ready by the June 11 meeting.

- Mishawaka Road: Julie received a call from Anderson Brothers Construction, asking if the board was ready to close out the Mishawaka Road project. She advised them that a meeting was held on the speed humps and that the board is still deciding what, if anything, needs to be done. If any adjustments are to

be done, Julie recommended that the board use the existing contractor – since the contract with them is still open.

Supervisor Rosato voiced that he felt adjustments needed to be made, as the speed humps are more of a bump than a hump. Perhaps tapering on each side of the existing hump would reduce their severity, and make them more of a ramp. He does not want to take them out, but felt they are too aggressive.

Supervisor Key agreed. The speed humps in Grand Rapids, near the Catholic Church, are only jarring if you go over them while going over the speed limit. They do not create a need to almost stop before proceeding over them. The board liked the idea of redesigning the speed humps for 30 mph, rather than the 15-20mph current design.

***The board also discussed signage in speed hump area. Supervisor Rosato made a motion to add 6 advisory speed placards to the existing speed hump signs, indicating a recommended speed of 15mph. The motion was seconded by Supervisor Kortekaas, and upon roll call, motion carried by a unanimous vote.***

Julie will contact the contractor. The maintenance crew can order the signs and install them. They will also move the “Speed hump ahead” sign farther north, as discussed.

***Regarding the speed humps design, a motion was made by Supervisor Rosato, seconded by Supervisor Kortekaas, for Julie to investigate revising the existing speed humps to a more gradual hump, for a 30mph zone. Upon roll call, motion passed with a unanimous vote.***

- Other road issues (if any):
  - Mishawaka Road: Supervisor Rosato received a call from a resident, that after the community meeting about the speed humps, a car blew its horn through the entire speed hump section. However, since then, it has stopped.
  - Schwartz is grading the gravel roads, per Key and they may have finished up today. After the winter, the roads graded last year by Schwartz look good; it was money well spent.

## 7. Recreation

- Benches: Key reported that the two tennis court benches came in for Wendigo, and that the two ball field dug out benches should arrive in soon.

## 8. Town Hall Report for March 12 – April 8, 2012

The board reviewed the town hall report, as prepared by the Town Hall Caretaker; there were 26 rentals and no accidents or injuries.

## 9. Maintenance Report for March 2012

- The board reviewed the Maintenance Report as prepared by the crew; there were no concerns noted.

## 10. Old Business

- Consider portable bathroom bids for boat landings, parks, and cemetery

Bids for portable bathrooms were received by Supervisor Kortekaas from Northland Portables and Portable John, for portable bathrooms at the following locations: Wendigo Park, Crystal Park, the Picnic Park, Harris Cemetery, LaPlant Landing, Mishawaka Landing, and Casper Landing

  - Portable John: (current provider): \$70/month for a regular size bathroom, and \$95/month for the handicapped accessible size bathroom. Prices includes service 1x/wk, hand sanitizer, delivery/pickup, and winter service charge.
  - Northland Portables: \$79 for 4 week/month, for a regular size bathroom, and \$99 for a 4 week month for handicapped. Prices include weekly cleanings, hand sanitizer, and are sprayed for insects, and

treated with mulberry deodorizer. Delivery/set up/pick up is also included, but the weekly winterization fees vary.

***A motion was made by Supervisor Kortekaas, seconded by Supervisor Rosato, to accept the Portable John quote for portable bathrooms at the parks, cemetery, and 3 landings (LaPlant, Mishawaka, and Casper); they had the lowest bid, and are the current provider, with good service experience. Upon roll call, motion carried by a unanimous vote.***

- Discuss email from Jennifer Utecht, regarding Pokegama Lake Bridge walkway  
Jennifer Utecht emailed Clerk Smith, with an update on the walkway project, and to request help. The board reviewed her emails, and had the following responses – which Clerk Smith will relay to Jennifer:
  - The board approved that a short article/notice be put in the upcoming newsletter (due out at the end of May), to let residents know that Jennifer is in need of volunteer workers, and hearty perennials for the walkway. Her contact information will be noted.
  - Regarding Jennifer’s request for help to set up a fund for donations, the Clerk was asked to share that the Grand Rapids Area Community Foundation (GRACF) may be able to help her do this. They are located in the Central Business District of Grand Rapids, in the old Wings & Willows and Soup to Nuts Gun Shop building, across the street from Old Central School.
  - As for helping with the watering of the gardens, this request was *not* approved by the board.
- Photos of Light Industrial areas  
Supervisor Rosato shared some photos that were taken along the Highway 169 corridor, of some light industrial areas – the gateway to the township – which look terrible. He shared these with the board as a reminder why it’s important to address this in the Comprehensive Plan, and to seek enforcement from the County when Conditional Use permits are not abided by.
- Updated 2012 Treasurers Reports  
Treasurer Adams provided the board with updated Treasurer’s reports for Feb – April, showing January, February, and March 2012 financial activity and month end balances. During the 2011 audit, adjustments between funds were made by the auditor, and so the revised reports reflect these adjustments. The *total of all* funds did not change – as the adjustments between funds had a zero net effect. The total of all funds, as of March 1, 2012 was \$1,210,910.85.
- Review Budget to Actual Reports – 1<sup>st</sup> Qtr 2012 (Becky)  
Reports were shared by Treasurer Adams, of the budget to actual figures as of March 31, 2012 (1<sup>st</sup> quarter 2012). There was one report for disbursements, and one for receipts. They listed the actual amounts received or spent by line item, and compared them to the budget set for each line item. A variance percentage and dollar amount were also shown on the report. Adams intends to share this report with the board on a quarterly basis, for their review of any areas that the township is especially over or under budget – especially in the 4<sup>th</sup> quarter. The board was very impressed by the reports, and thanked Adams for her hard work.
- New dump truck:  
Re-quotes for a replacement maintenance dump truck were received by Supervisor Key. All quotes were very close in price, though they were not all consistent with truck features. Key did recommend buying a truck *without* the plow, as he can get the plow cheaper from Dan Martin. The costs of most quotes for a truck were about \$31,000, after trade in. (The average trade in was \$10,000.). The best deal in this area was GM/Chevrolet: \$31,230 with trade. A snow plow from Dan Martin would be approximately \$5,500.

Key was not sure on availability of the truck, but did not have a problem in waiting as the current truck is working well.

***A motion was made by Supervisor Rosato to buy the GM dump truck as quoted, which has everything the maintenance crew needs (per Key), for \$31,231 after trade in. This was the lowest bid without a plow. Supervisor Kortekaas seconded the motion, and upon roll call, motion passed by a unanimous vote.***

## 11. New Business

- Road side clean up

Thanks to Supervisor Rosato and his 4-wheeler, roadside clean up along the town board's "Adopt a Highway" portion of River Road, is done. The board thanked Rosato for his efforts.

- Fair Board special levies – discuss payment status (Becky)

Treasurer Adams received a call from Brian Carlson shortly after the Annual Town Meeting, as he thought the township was "off" (behind), on their payments to the Fair Board for special levies approved at the annual meetings. After much research by the Clerk and Treasurer, and the Fair Board's treasurer, it was found that over the past 10 years, Harris Township *does owe* the Fair Board \$500. Adams clarified that going forward; the township will pay the Fair Board in full (not split in half, & paid when apportionment s come in), and will pay in the year that the levy was approved for. Adams will also request an invoice from the Fair Board, before payment will be processed.

***A motion was made by Supervisor Rosato, seconded by Supervisor Kortekaas, to approve the payment of the \$500 to the Fair Board, for an outstanding levy balance as determined by Treasurer Adams and supported by her spreadsheet of approved levies vs. payments made. Upon roll call, motion carried by a unanimous vote.***

- Lakes State Tree Service – Power Line Easement Maintenance Notice (response due by April 30)

A postcard was received requesting approval to perform power line maintenance along ROWs of Harris Township. There was a place to note any special concerns.

***A motion was made by Supervisor Rosato to approve the Lakes State Tree Service for power line easement maintenance. The motion was seconded by Supervisor Kortekaas, and upon roll call, motion carried.***

Clerk Smith will mail in the postcard accordingly.

## 12. Adjourn

***A motion was made by Supervisor Rosato, seconded by Supervisor Kortekaas, to adjourn tonight's meeting at 10:41pm. Motion carried.***

Respectfully submitted,

Michele Smith, Clerk