

**MINUTES from the REGULAR Meeting  
Harris Township Board  
Wednesday, October 10, 2012 at 7:30pm**

The Regular Meeting of the Harris Town Board was held on Wednesday, October 10, 2012. The meeting was called to order at 7:30pm, at the Harris Town Hall, with the following officers present: Supervisors Larry Key, Gary Rosato, and Dennis Kortekaas, Clerk Michele Smith, and Treasurer Becky Adams. Absent: none.

Also in attendance: Julie Kennedy – Twp Road Engineer from SEH, Dan Butterfield, Peter Lotti, and Judy Myers – township residents, and Biz Peterson – from Advocates for Family Peace.

1. **Pledge to the flag**, followed by the reading of the township mission statement
2. **Approve the minutes** of the Regular Meeting on September 12 and the P&D Meeting September 26, 2012.

*A motion was made by Supervisor Kortekaas, seconded by Supervisor Rosato, to approve the minutes as presented; upon roll call, motion carried.*

**3. Business from the floor**

- Biz Peterson – Proclamation for Domestic Violence Prevention Month

Peterson read a proclamation as the Director of the Advocates for Family Peace, and hopes to work with the county and townships to prevent domestic violence. She asked the town board to support October 2012 as official domestic violence awareness month.

*Supervisor Rosato made a motion, seconded by Supervisor Kortekaas, to support approval of declaring October as “Domestic violence awareness month” in Harris Township as well as Itasca County. Upon roll call, motion carried.*

**4. Treasurer’s Report:** Treasurer’s report for September 1 – 30, 2012

The monthly treasurer’s report was reviewed by the board; it was noted that the beginning balance as of Sept 1, 2012 was \$1,386,199.18, with receipts of \$3,571.54 and disbursements of (\$379,116.76), with an ending balance as of Sept 30, 2012 of \$1,010,653.96.

*A motion was made by Supervisor Rosato, seconded by Supervisor Kortekaas, to approve the treasurer’s report as submitted for September; upon roll call, motion carried by a unanimous vote.*

Moving funds:

Treasurer Adams recommended transferring funds from the township’s savings account to its checking account to cover bills for October. She recommended moving \$75,000, which would cover the bills plus leave a small balance in the checking account. The board agreed with the Treasurer’s recommendation.

*Supervisor Rosato made a motion to move \$75,000.00 from the township’s savings account at Wells Fargo to its checking account at Wells Fargo as recommended by the Treasurer. The motion was second by Supervisor Kortekaas and upon roll call, passed by a unanimous vote.*

**5. Roads**

- Julie Kennedy / SEH – project updates (see packet)

- **2011 Mishawaka improvement project**

All work has been completed by the contractor, Anderson Brothers. The IC-134's have been received and pay request has been submitted for \$23,536.25 and is on the bill list for consideration. This project can then be closed upon final payment.

- **Bear Creek - East end drainage**

All work has been completed by the contractor, Hammerlund Construction. The adjacent resident has approved of the grading the road in front of his property. Julie commented that it was critical that the township's grading contractor (Schwartz) be notified of the change of the crown on Bear Creek, to a cross slope. If the grader attempts to crown the road, it will damage all the work that was done. Payment to Hammerlund was recommended in the amount of \$6,120.08, which is on the bill list for consideration by the board.

- **2012 Mishawaka bituminous surfacing improvement project**

Hawkinson Construction will be completing the remaining shoulder repair work along an east/west stretch of Mishawaka Road later this week; the damage occurred after torrent rains washed away the shouldering gravel shortly after the road work was completed. Julie recommended partial payment of \$18,326.79, which is on the bill list for consideration. Julie noted that once proper documentation is received, and payment is issued, this project can be closed out.

- Other road issues

- **Norberg road crack fill**

A resident contacted Supervisor Rosato to report that he was very happy with the crack filling performed by Commercial Asphalt on traverse cracks of Norberg; he noted it has reduced the traffic noise from the road.

- **Commercial Asphalt**

Supervisor Key reported that there is just one road left for Commercial Asphalt to crack fill: Southwood Road. However, Key did not know when it would be completed.

## 6. Recreation

- Discuss garbage left at Crystal Park Pavilion after a reservation (see email/photos)

The board reviewed the pictures of some picnic type garbage left at Crystal Park Pavilion after a reservation, and discussed what could be done to prevent this from happening again. Key noted that there are signs posted at the entrance gates of the fenced park for people to take their trash with them, but agreed that adding signs right at the pavilion would be a good idea. It was noted that this was the first time garbage was left after a reservation, since they've been allowed – about 6 years. Clerk Smith agreed to try and remind people about the lack of trash cans at the park when they call her to make a reservation.

## 7. Correspondence

Board Action items:

- None

Noteworthy items:

- PowerPoint presentation from an Itasca County work session, given by City Administrator Shawn Gillian, regarding Ridgewood Road improvements near the fairgrounds

Dan Butterfield and Peter Lotti gave their position and concerns about a proposed road through the Itasca County fairgrounds, which they said is being reconsidered by the city and

county. The city has talked about several reasons why they need a road. This particular storm water PowerPoint presentation was presented as one of those reasons, and was done at a county work session – not a meeting. Because of this, Lottie and Butterfield had concerns with lack of transparency by the county board since attendance at the work session was low, and ICTV was not there to televise. They had further concerns when the county board voted at a regular September meeting to approve approximately \$250,000 for a storm water study of Crystal Lake – under the consent agenda, with no discussion.

Overall, Lottie and Butterfield were against building a road through the fairgrounds for any reason, because they felt the race track and fairground events bring a lot of money into the community – as well as bring business to the hotels and restaurants – and a road through there could be detrimental to this.

Rosato suggested that Butterfield bring this concern up at the next Itasca County comprehensive plan meeting, under “recreation”.

## 8. Consent Agenda

- None

## 9. Old Business

- Rescheduled meeting date confirmed for township/city staff/Northwest Gas: Dec 5, 2012, 7pm, Blandin Foundation

Clerk Smith noted that this was the date the board preferred to meet with the city and Northwest Gas, but she had needed to confirm that it also worked for Tom Pagel, Rob Mattei, and the representative from Northwest Gas. Smith said that all parties have now agreed to meet on Wed. 12/5/12 at 7pm at the Blandin Foundation.

- Itasca County Comprehensive Plan meeting

Supervisor Rosato attended the Itasca County work session on Oct 2<sup>nd</sup> regarding the update of the county’s comp plan. He commented that the agricultural and commercial industrial goals were reviewed, as was recreation and the highway 169 walking trail. The group started working on the transportation goal.

Rosato noted that he sent emails to the county group regarding the township’s views on the grandfathering of gravel pits, and of the overlay district – as noted in the township comprehensive plan.

The comp plan group meets next on October 16<sup>th</sup>.

- HSEM Application Briefing meeting for Wind Storm on July 2<sup>nd</sup>

Supervisor Key reported that he attended the September 28<sup>th</sup> meeting for those affected by the straight line winds that occurred July 2, 2012 – July 4, 2012, to discuss the forms needed to request assistance from Minnesota Homeland Security and Emergency Management (HSEM). Key noted that the report is almost done, and will have it submitted by the October 25<sup>th</sup> deadline. On the report will be the labor hours of the maintenance crew and interns to clean up debris after the storm, as well as the cost to have Plackner Tree Care remove trees on Harbor Heights Road, Wendigo Park Road, and the Wendigo and Casper landings.

- Update on the iPhones for the maintenance crew

The iPhones for the Dan and Derrick are supposedly in the mail, per Treasurer Adams, and will be sent directly to the service center. Due to the time it took to get the paperwork done and approved, both cell plans were eligible for upgrades, so the iPhones will be free.

## 10. New Business

- There's a Trails Task Force meeting tomorrow – Supervisor Kortekaas will try to attend.

## 11. Approve payment of bills for October 2012

***After reviewing the bill list, Supervisor Rosato made a motion to approve the bills as per the attached bill list titled "October 2012 Bill Listing to Board", in the amount of \$81,020.08. The motion was seconded by Supervisor Kortekaas and upon roll call, motion passed by a unanimous vote.***

After the motion above passed, Supervisor Key noticed that a payment to Dan Martin for the snow plow purchased for the new township pick up was not included on the bill list. (This purchase was approved at the September 26<sup>th</sup> P&D Meeting, under Old Business.)

***Supervisor Rosato then made a motion to add the bill payment to Dan Martin for \$5,500.00 for the snowplow, as it was not on the "October 2012 Bill Listing to the Board". The new total of bills for October would then be \$86,520.08. The motion was seconded by Supervisor Kortekaas, and upon roll call, the motion carried by a unanimous vote.***

## 12. Adjourn

***A motion to adjourn tonight's meeting was made by Supervisor Rosato at 8:31pm. Upon a second by Supervisor Key, the meeting was adjourned.***

Respectfully submitted,

Clerk Michele Smith

October 2012 Bill Listing to Board	Description	Amount
Larry Key	Mtgs, wages, labor, less withholding plus expenses	889.86
Gary Rosato	Mtgs, wages, labor, less withholding	507.16
Dennis Kortekaas	Mtgs, wages, labor, less withholding	464.62
Michele Smith	Mtgs, wages, labor, less withholding plus expenses	929.55
Becky Adams	Mtgs, wages, labor, less withholding plus expenses	568.32
Bonnie Key	Cleaning labor, showing, less withholding	660.97
Derrick Marttila	Labor less withholdings	1,875.89
Dan Key	Labor less withholdings	1,980.85
PERA	Payroll withholding	1,231.12
Anderson Brothers Construction	2011 Mishawaka Road Project	23,536.25
Bunes Septic Service	pump 3 tanks and disposal fee	490.00
Carquest	ID 233425	58.37
CenturyLink	phone bills for service ctr, rinks, town hall	288.32
Davis Oil	September gasoline invoices	295.57
Grand Rapids Public Utilities	Sept utilities; lights and town hall	178.72
Hammerlund Construction	Bear Creek Rd Drainage Improvement	6,120.08
Hawkinson Construction	Pavement Rehab Project	18,326.79
Hawkinson Construction	cold mix	108.93
Home Depot	online pmt:: concrete	15.00
Itasca County Recorder	cemetery deeds	46.00
Itasca County Highway Engineer	salt and sand: Nov 2011, Dec 2011, Jan 2012, Feb 2012, Mar 2012	18,848.00
L and M	September invoices: supplies	365.93
Lake Country Power	online pmt:: energy bill - service center, wendigo, crystal, cemetery	305.73
Range Water	cooler rental, 2 water gallon in store	83.83
Shaw and Shaw	Ray Nikkel services; call to Deb Filipovich	45.00
Stokes Printing	envelopes, ink cartridges	28.84
Verizon	cell phones through 10/12/12	125.35
Waste Management	3 yd rel on call	114.00
Commissioner of Revenue	Payroll withholding :: electronic payment	403.00
Wells Fargo Bank	Payroll withholding :: electronic payment	2,123.03
Wells Fargo Bank	checking account fee	5.00

Approval to pay :: September 12, 2012, Checks numbered 15747 through 15 **Total** \$ **81,020.08**

Larry Key

Gary Rosato

\* Add Dan Martin  
Dennis Kortekaas  
snow plow for  
pick up

5,500.00  
\$ 8,6520.08  
revised total