

**MINUTES from the REGULAR Meeting
Harris Township Board
Wednesday, April 11, 2012 at 7:30pm**

The Regular Meeting of the Harris Town Board was held on Wednesday, April 11, 2012. The meeting was called to order at 7:30pm, at the Harris Town Hall, with the following officers present: Supervisors Gary Rosato and Larry Key, Clerk Michele Smith, and Treasurer Becky Adams. **Absent: Dennis Kortekaas.**

Also in attendance: Julie Kennedy – Twp Road Engineer from SEH, and approximately 19 residents/interested people regarding Mishawaka Road speed humps (see #3 on agenda).

1. **Pledge to the flag**, followed by the reading of the township mission statement
2. **Approve the minutes** of the Annual Town Meeting on March 13, 2012 (*DRAFT only, as the minutes will not be approved until the 2013 Annual Meeting*), the Board of Canvass on March 13, the Regular Meeting on March 14, the Public Input Work Session on Hwy 169 Corridor on March 21, the P&D Meeting & Reorganization Meeting on March 28, and the Work Session for Employee Evaluation (a *closed* meeting), and Employee and Board Compensation (open meeting), on April 4, 2012.

A motion was made by Supervisor Rosato to approve all the minutes a presented; Supervisor Key seconded the motion, and motion passed.

3. Input on Mishawaka Speed Humps – Post Construction Review Meeting

Chairman Key explained that the board would like to hear feedback – both for and against – from those in attendance, on the speed humps recently constructed on Mishawaka Road. Julie Kennedy, Engineer from SEH, added that prior to construction, Mishawaka Road residents were asked for their input on traffic calming measures for the area, as a way to respond to the request for added safety in their densely populated neighborhood. The result was the installation of a specific striping plan and the construction of 3 speed humps. She and the board now wanted to hear the effects of the speed humps in the neighborhood. In addition, feedback would assist the board, should they consider using them again.

Supervisor Key noted that 12 emails were received; 8 in favor of the current speed humps and 4 who did not like them.

Supervisor Rosato clarified before opening the meeting to the floor, that tonight’s discussion was just to gather information and public input. No action would be taken tonight – nor did he know what action would be taken – if any.

Julie charted general responses as audience members made their comments:

Pro / In favor of humps	Cons / Don't like humps
<ul style="list-style-type: none"> • Several expressed they liked them • Reduced traffic by 50% and speed by 50% • Created a safer environment • Road was used as a cut-through, going 50-60mph, after Zorbaz closed, at 2am (to avoid Hwy 169) • Regarding semi truck traffic – hardly seem them at all any more (tanker truck and others) • Has modified road behavior – but agrees that reduced speed limit signs should be added • Safety has increased, and speed reduced • Even though they travel the road every 	<ul style="list-style-type: none"> • Travels daily, and when towing a trailer, the bumps are too severe / high • Signs are too close to the bump – not enough time to slow down (mostly one on the north end) • Reduced weight load limit can be imposed and thus reduce tanker trucks without a need for speed humps. • Skid marks on the road indicate either the people are going the right speed limit, or they're • Takes longer to get anywhere – have to speed up, slow down, speed up, slow down. • So distracted by the humps that they

<p>day, still get caught off guard – perhaps speed limit signage would help</p>	<p>don't kids, pets etc. in the road</p> <ul style="list-style-type: none"> • Would prefer to see a 25mph speed limit and remove the humps. • Reduce the speed limit, or reduce hump size/height. • If trying to slow the traffic down to 5mph, got it; but, think it should be less severe so traffic can go a little faster than 5mph. • Ambulances need to almost come to a complete stop travel over – which could cause delays in getting to their destination. It's also very hard on those patients traveling in the ambulance. In addition, supplies inside could fall / be tossed about. And it's hard on suspension of ambulance. Was told an ambulance crew will soon be put on the south side of Grand Rapids, and will be using Mishawaka Road. • These speed humps are more severe than those on Don Al addition. • Fire Department said they would need to slow way down to go over – causing delays. • Measured the humps, and the north end hump is 5" tall and 15 feet long; the south end one is 4' tall and 17 feet long. Not consistent. • Would prefer to install a "You're going XX m.p.h" sign, and remove the humps. Overall, in favor of reducing speed on Mishawaka Road but a sign would not tear up equipment/vehicles. • Even though Mishawaka is not supposed to be a thoroughfare, it IS a through road. And as such, it's not a place for speed humps. Instead, would prefer to see enforcement added. There and other roads that share the same problem – like Sunny Beach Road and LaPlant Road. • Would like to see the humps removed. • Has never seen them on such busy roads; they're odd – like roundabouts were. (Another resident disagreed; saw them a lot in his travels out east)
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The 12 emails received were recapped, noting that 8 would fall under the "Pro/in favor of" column, while 4 were "against/not in favor of" the humps.

Julie addressed some of the issues discussed:

- Uniqueness of Mishawaka Road. This road has no township right of way; they can only maintain from the edge of the road to the edge of the road. Also, the lanes are narrow - only 11 feet wide with 1 foot shoulder. As a result, speed humps made sense; on most other roads, they would not.
- Regarding speed hump design: There are a lot of different styles and sizes available; what is used depends on type of road, and desired speed. The speed humps installed on Mishawaka were designed for a 15-20 mph road zone, in a residential area.
- Regarding signage: Julie agreed signage improvements are needed, including adding a yellow, recommended speed placard on each speed hump sign.
- Placements of signage: The northern "speed hump" sign by design fell right on the curve – which couldn't be done, so opted to move north. However, could consider moving to the south.
- Discussed additional pavement markings, such as hash marks on road, of the approaching speed humps.

The board thanked everyone for their input and comments, and will take some time to digest all the information received, and relook at the speed humps during an upcoming meeting (no specific date given.).

4. Business from the floor

- Landings – lack of parking

A resident expressed his frustration with a lack of parking at the public landings – notably Mishawaka Landing, now that parking on the road was taken away (signs posted). He asked if the town board had considered purchasing land to make additional parking available.

The board explained that they did look at purchasing land across the road from the Mishawaka Landing, but it was lowland and was not worth investing in. Perhaps when the large, old trees die at the landing, that area could be converted into more parking. Regarding no longer being able to park on the road, the board explained that since there is no ROW along Mishawaka Road, there cannot be any parking as it would be on private property – not public.

- Dan Butterfield – land exchange:

Dan informed the board that there is a proposed land exchange of a designated memorial forest north of Squaw Lake, for some land near Nashwauk (in Bearville Twp). Anyone can have input on the exchange as the memorial forest is for everyone in the state.

5. Treasurer's Report for March 1 – 30, 2012

The board reviewed the monthly Treasurer's Report, noting the beginning balance was \$1,251,725.31 and the ending balance was \$1,210,910.85. The board did not have any questions or concerns.

Motion to approve the Treasurer's Report was made by Supervisor Rosato and seconded by Supervisor Key. Motion carried. (Note: Supervisor Kortekaas was absent.)

- 2011 audit update:

Treasurer Adams shared with the board that the 2011 financial audit by Eikill & Schilling has been completed. She and Clerk Smith met with the auditor, Deborah Medlin, last Friday to go over the results.

Adams was happy to report to the board that no material deficiencies were found; there were some suggestions made, including the addition of bank balances on the report, adding an affidavit to claim forms, and establishing a capitalization policy for equipment and buildings acquired before 2009. The final audit report will be sent to the township by the end April.

6. Roads

Julie Kennedy / SEH – project updates (see memos)

- Gravel Road Project for 2012:

Julie shared a Letter Agreement proposal between Harris Township and SEH, outlining the proposed 2012 gravel road improvement project (*a copy will be attached to these minutes*):

- New aggregate would be placed on the following 5 roads: Bay View Place, Metzenhuber Road, Norway Road, Schmidt Road, and Wendigo Heights Road
- Pre-inspection cost for the project was estimated at \$42,000, based on the length of road (apx 1.25 miles) and the volume of gravel needed
- The scope of services was discussed. Based on estimated project cost, the township can do quote solicitation.
- A tentative project schedule as also discussed. Provided that authorization to solicit quotes was given at tonight's town board meeting, the quote deadline would be June 8th, with award consideration on June 13th and construction done by July 13, 2012.
- SEH's compensation fee for the tasks was identified in the Scope of Services was noted: \$3,900.00

Supervisor Key recommended that Sunny Beach Addition be added to the gravel project. The board approved this recommendation.

Supervisor Rosato then made a motion to proceed with the gravel road improvement project for 2012 as presented by Julie Kennedy, on Bay View Place, Metzenhuber Road, Norway Road, Schmidt Road, and Wendigo Heights Road, plus the addition of Sunny Beach Addition as recommended by Supervisor Key (6 roads total). The motion was seconded by Key and thus duly passed as Supervisor Kortekaas was absent.

- Pavement Rehabilitation Project:

Julie shared a Letter Agreement proposal between Harris Township and SEH, outlining the proposed 2012 Pavement Rehabilitation Project (*a copy will be attached to these minutes*):

- The rehabilitation of pavement was proposed for the following 3 roads: Keyview Road, Wendigo Park Road (south of Underwood Road only), and Mishawaka Road (from the landing, east, to TH 169).
- Pre-inspection cost for the project was estimated at \$400,000
- Need to do public bidding due to dollar amount or project.
- The scope of services was reviewed. Due to the dollar amount of the project, sealed bids would be required; Julie would prepare the bidding documents, plans and specs.
- A tentative project schedule was discussed. Provided that authorization to solicit quotes was given at tonight's town board meeting, the bid opening would be June 12, with project award on June 13, 2012, and construction would take place in July and August.
- SEH's compensation fee for the tasks was identified in the Scope of Services was noted: \$24,950.

Supervisor Key made a motion to proceed with the pavement rehabilitation project for 2012 as presented by Julie Kennedy, on Keyview Road, Wendigo Park Road (south of Underwood Road only), and Mishawaka Road (from the landing, east, to TH 169) The motion was seconded by Rosato and thus duly passed as Supervisor Kortekaas was absent.

- Printout of Road Inspections Sheets:

Julie Kennedy will print out the inspection sheets needed for the upcoming township road inspections, and deliver to the board tomorrow.

- Road valuation report:

The student interns are currently working on a road valuation report, which will show how much the township roads are worth, and giving them a dollar value. This is something that has been requested by the

township's outside auditor the past couple years, to help determine the total worth of the township. Julie thought the report should be done by the end of May.

Other road issues:

- Norberg Road:

Norberg Road has some severe traverse cracks that need repair. Commercial Asphalt was suggested to fill the cracks with their rubberized sealant. The board agreed to review a proposed repair after road inspections have been made, which will be prior to the Annual Road Meeting on April 25, 2012.

- 2012 Grading Contractor

The township's gravel roads were graded by Schwartz in 2011. Supervisor Key recommended that the township contract with them again for grading in 2012, as they did a fantastic job. Schwartz agreed to keep their rates the same for 2012 as charged in 2011, and will submit a contract for the work.

A motion was made by Supervisor Key to have Schwartz Excavating grade all township roads in 2012 at the same rate charged in 2011, with a contract to follow. Supervisor Rosato seconded the motion, which then duly passed as Supervisor Kortekaas was absent.

7. Recreation

- Fencing at Parks

The fencing projects at both parks have been completed: This includes the baseball dug out areas at Wendigo, and the repair of the fence at Crystal, where a car or ATV damaged a section of fencing. However, the tennis court spectator benches and the ball field player's benches have not yet arrived for Wendigo Park

8. Correspondence

Board Action items:

- *Survey received from Cobalt Community Research, regarding local governments' budgets and staffing*
The Clerk noted that she had not seen this survey before, nor was she sure of its significance. It did not appear to be "required" by the government, and the deadline had passed. The board agreed that the survey did not need to be filled out.
- *2012 Census of government survey*
Treasurer Adams shared a survey she'd received from the 2012 Census; the board approved that she could complete the survey to the best of her ability, and submit.

Noteworthy items:

- *Property Tax Statements - \$45 solid waste assessment due on each of the 5 properties;*
Treasurer Adams agreed to stop at the County Auditor's office and ask if the assessment fee on each property tax statement was actually due, for townships. We have not paid such a fee in the past.

9. Consent Agenda

- a. Approve cemetery site purchase by Ruth Windorski: Sec 3, Block 13, Lot 3, Site 1, for \$250.00 plus filing fee
- b. Approve cemetery site purchase by Warren Hegman: Sec 3, Block 33, Lot 2, Site 8, for \$250.00 plus filing fee

A motion was made by Supervisor Rosato to approve the consent agenda items a.) and b.). The motion was seconded by Supervisor Key and thus duly passed, in absence of Supervisor Kortekaas.

10. Old Business

- Update on newsletter (has intern been found to draft it?)

Two of the ICC interns working with the township have agreed to produce the next township newsletter. Clerk Smith has already shared the newsletter template with Julie Kennedy, and so now they just needed the

articles. Topics suggested were the speed humps, updating the Comprehensive Plan, road projects for 2012, Memorial Day at Harris Cemetery, and a Paul Bunyan update. Articles are due to Julie by April 25th.

- Round Table with City of Grand Rapids Staff

The date for the next round table with Rob Mattei and Tom Pagel, from the City of Grand Rapids, was confirmed for May 2nd at 7:15pm, at the Blandin Foundation

- Quotes on portable bathrooms

Since Supervisor Kortekaas had the quotes but was absent tonight, Supervisor Rosato made a motion to table the quote review until the April 25, 2012 P&D meeting. Supervisor Key seconded the motion and thus duly passed.

- Update on the *After the Fact Variance* – Hammerlund gravel pit

Supervisor Rosato attended the site review and County Board meeting on the *After the Fact Variance* request by Hammerlund's gravel pit. The action taken by the county: They have withdrawn the variance request. It is no longer an issue on the table anymore.

- New dump truck – update

The board discussed that they would like to rescind the motion made at the previous March 28th meeting, where a quote was approved for a township maintenance pickup dump truck at Rapid Ford. The reason for rescinding the motion was because the quote was later found to be just for the bare truck – it did not include the dump box, or a plow, as requested on the quote from Supervisor Key.

Supervisor Rosato made a motion to rescind the motion on Page 6 of March 28th P&D meeting minutes, where a quote from Rapid Ford was approved, to purchase a F350 1 ton diesel with a dump box. The reason for rescinding the quote was because it was later determined that the quote from Rapid Ford was not correct. Rosato's motion included that Supervisor Key should continue to look at the cost of a new truck with a dump box, and to compare quotes. The motion was seconded by Supervisor Key, and thus duly passed, as Supervisor Kortekaas was absent.

11. New Business

- Supervisor Rosato commented that the article on the front page of the Grand Rapids Herald Review on a possible voter registration ID has many comments quoted from an attorney at the Minnesota Association of Townships (Kent Sulem). Overall, he warned about the cost to townships, should it pass. He recommended that township start budgeting for the added expense now, in case it does pass.

12. Approve payment of bills for April 2012

There were no questions by the board on the bill list.

A motion was made by Supervisor Rosato to approve the attached bill list entitled "APR 2012 Bill Listing to Board", in the amount of \$21,555.17. The motion was seconded by Supervisor Key, and thus duly passed as Supervisor Kortekaas was absent.

13. Adjourn

A motion was made by Supervisor Rosato at 9:29pm to adjourn tonight's meeting. The motion was seconded by Supervisor Key, and the meeting adjourned.

Respectfully submitted,

Michele Smith, Clerk