

**MINUTES from the P&D Meeting
Harris Township Board
Wednesday, October 23, 2013 at 7:30pm**

The regularly scheduled P&D Meeting of the Harris Town Board was held on Wednesday, October 23, 2013. The meeting was called to order at 7:30pm by Chairman Kortekaas at the Harris Town Hall, with the following officers present: Supervisors Larry Key, & Dennis Kortekaas, Clerk Michele Smith and Treasurer Becky Adams. **Absent:** *Supervisor Gary Rosato.*

Also in attendance: Glen Hodgson – SEH Road Engineer, and resident Judy Myers.

1. Pledge to the flag, followed by the reading of the Harris Township Mission Statement

2. Business from the Floor

3. Roads

Glen Hodgson – SEH Road Engineer (no memo)

- The county is in the process of issuing the final cost sharing figures for the 2013 paving road projects; they will let the township know what out portion is soon.
- Hodgson asked Hawkinson to submit invoices for two recent projects, as the shoulder repair work is done on Mishawaka, and shoulders are done as well on Ruff Shores Road, along with the drainage improvements.
- Looked into what road paving projects the County was planning for 2014, to see if anything was near Harris Township roads, but there are none. Hodgson even looked at the County's 5 year plan, but there just is not much in our area at all. So, for 2014, Harris Township will bid and do paving projects on their own.

Other road issues / concerns

- Review Harris Township Culvert Policy per Resolution #2008-006 (as tabled from Oct P&D)
Dave Christy was at Itasca County Township Association Meeting, and Supervisors Rosato and Key got many of their questions answered regarding what other municipalities - including the county - do with regards to issuing and requiring culverts when a driveway is installed.
Don Dewy from Itasca County Environmental Services (aka "Zoning") was contacted about this subject after the meeting, and to have his staff provide the name and number of a township person, when a building permit is issued. The board would like to have a "driveway permit" like the county has, but the town board will need to look into that more. Ideally, they'd like it given out at the county level.
Supervisor Key agreed to be the contact person for the driveways. Clerk Smith will notify Dewy to advise.
A motion was made by Supervisor Kortekaas, seconded by Supervisor Key, to table the review of the township's current Culvert Policy-Resolution #2008-006 until more information is received – likely by the November P&D meeting. Upon roll call, motion carried.
- Grading of Township Roads
Supervisor Key informed the board that township gravel roads should be graded before the end of the week; this should be last time for the year.

4. Recreation

- Supervisor Key met with Mike Hendricks, and will get together again this week or next, to discuss possible improvements for Wendigo Picnic area. They've looked at the area but need to come up with a plan for a proposal.

5. Town Hall Report

- None

6. Maintenance Report for September 2013

- The board reviewed the maintenance report, as prepared by the maintenance crew. There were no accidents or injuries to report, and no concerns by the board.

7. Old Business

- Community Collaboration Opportunities Meeting: November 18, 2013 at 11:30am – GR SB

This is a new meeting date, as the October meeting had to be rescheduled. Both supervisors Key and Rosato plan to attend. The Clerk has posted a quorum notice accordingly.

- Town Hall driveway – property line discrepancy

As previously shared by Supervisor Key, the property line of Peter Lottie's parcel just north of the town hall is actually under half of the driveway into the town hall. This access to the hall is also used as an access to Lottie's field.

Supervisor Key talked to township attorney Andy Shaw, as approved by the board, to ask what options were available to the township in a situation such as this. Shaw did say that Harris Township could buy the small portion of property under the driveway, as the township can own property anywhere in the state – not just in the township. So, if the township bought the strip of Lottie's property under the driveway, which is in the city limits of Grand Rapids, it would be okay. However, Key talked to Lottie about buying an *easement* instead of the actual property, as was recommended by Shaw. Key recommended that if an easement is purchased, a fence be built along the north side of the driveway.

- Payment to Plackner Tree Care

Supervisor Key asked Treasurer Adams if Plackner had been paid yet for tree removal work along Robinson Road. Per Adams review, a check was last issued to Plackner in July for \$1,100.00, which was for clearing trees at Wendigo Park's tennis courts. That check cleared the bank on August 1st. However, she did not have any record of payment for Robinson Road. Key agreed to ask Plackner to resubmit the related bill.

8. New Business

- MnDOT Town Hall Meeting in Grand Rapids: Friday, Oct 25 at Sawmill Inn, 9:30am – 10:45am

The MnDOT meeting was to discuss transportation issues, as per the article shared in the board's agenda packet. Hodgson is *unable* to attend, but Rosato had expressed an interest in attending so Clerk Smith agreed to ask him to attend if possible, on behalf of the board.

9. Public Input

- Judy Myers:

Myers informed the board that there is a meeting on October 30th regarding Crystal Lake Blvd and the options for keeping it open or closing it. Grand Rapids City staff is hosting the meeting at 6 p.m. on Wednesday 10/30/13 in the City Hall council chambers. The purpose is to review input received at the September input session, and discuss option for the fairground road area. Supervisor Kortekaas agreed to try and attend.

10. Adjourn

A motion was made at 8:09 by Supervisor Key. Upon a second by Kortekaas, the meeting was adjourned.

Respectfully submitted,

Michele Smith – Harris Township Clerk