

**MINUTES from the P&D Meeting
Harris Township Board
Wednesday, June 26, 2013 at 7:30pm**

The regularly scheduled P&D Meeting of the Harris Town Board was held on Wednesday, June 26, 2013. The meeting was called to order at 7:30pm by Chairman Kortekaas at the Harris Town Hall, with the following officers present: Supervisors Gary Rosato, Dennis Kortekaas, Larry Key, and Treasurer Becky Adams and Clerk Michele Smith. *Absent: none.*

Also in attendance: Glen Hodgson – SEH Road Engineer, Mike Hendricks – Township Recreational Advisor, and residents Dan Butterfield, Judy Myers, Andy Hagen, and Barney & Jan Bignall.

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

2. Business from the Floor

- None

3. Roads

- Glen Hodgson – SEH Road Engineer (*see SEH memos in the board meeting agenda packet for b & c below*):

a. Update on 2013 Gravel Road project

River View, River Ridge, Pennela Road, and Forest View Trail roads have had gravel put down and placed. Braun Intertec did material testing - all material passed. Compaction tests were also done. 3 of 5 passed, but 2 failed by slim margin – likely due to rain the night before. Casper Construction went back out to improve the crown shape and do additional compaction. Glen was confident that all will pass the upcoming tests.

b. Proposed change order #2 for 2012 pavement rehabilitation project

Hodgson recapped that the board was aware of the continuing issues with shoulder erosion on the segment of Mishawaka Road (south side) that was included in the 2012 bituminous overlay project. He and Chris Francisco from Hawkinson Construction met two times this spring/summer to discuss a “fix”. They agreed that the best approach was to apply additional recycled asphalt pavement materials in the washouts that remain. They also agreed that after placing the additional material, an application of tack coat will help to “hold” the new material in place.

It was Hodgson’s opinion that the shoulder erosion is not a result of any shortcomings in the contractor’s work or materials. Therefore he recommended that this corrective action is extra work and that the contractor is due extra payment for that work. However, Hodgson did ask Hawkinson to share the cost of the extra work and Francisco agreed. The estimated value of the extra work was \$1,500 but Francisco has offered to do the work for \$1,000.00. Hodgson thought this was a very fair offer, and recommended that the board authorize *Change order #2* to the contract, for \$1,000.

Supervisor Rosato made a motion to authorize Change Order #2 to the 2012 Pavement Rehab Project contract as recommended by SEH, to repair the shoulders of Mishawaka Road, and put patches on Wendigo Park Road, for a total cost of \$1,000.00. The motion was seconded by Supervisor Key, and upon roll call, motion carried by a unanimous vote.

(A copy of the signed change order will be attached to these minutes.)

c. Informational memo on pavement overlays versus pavement reclamation

At the June 12, 2013 meeting, the board asked Hodgson to compile some information regarding relative costs of a standard asphalt overlay versus a “reclaim” project for bituminous roads. He clarified that with a reclaim, the existing asphalt is ground up and mixed in with the road’s class 5 gravel subgrade base, and then overlaid with 4” additional asphalt. Comparative costs between and overlay and reclaim were also requested.

A memo outlining the findings and figures from Hodgson were included in the meeting agenda packet.

Overall, just an overlay is less expensive than a reclaim in regard to initial cost – about 30% less. However, a reclaimed road will have a longer life, and will result in much less crack sealing after the fact.

Hodgson explained that a reclaim is not always the right thing to do, but did encourage the board to consider both options for each road. He noted that the Underwood Road, from the Park Road to Wendigo Road would be a prime candidate for reclaim. A rough estimate for this 3,900 feet stretch of road would be apx \$170,000 for reclaim and \$117,000 for asphalt overlay.

- Other road issues / concerns

- Supervisor Key gave the following updates:

- The crack sealer company from Thief River is supposed to get back to him regarding cost to repair the township roads identified by the board for repair.
 - He will be ordering culverts soon, and is looking into a company advertised on a flyer from Bemidji. The price was significantly cheaper, but they don't deliver.
 - Schwartz has graded Bear Creek, and will have dust guard applied next week, weather permitting. Carol Street, Bay View, Hauser, and Wagon Wheel have already been treated. And now that the new gravel has been put on River Ridge and River View, dust guard can be applied to them as well.
 - A call was received about pot holes on Westwood
 - A call was received about potholes on Sunny Beach Road
 - A complaint about traverse cracks on Norberg Road was received – ones that were just fixed last year are as deep now as then; it's loud when cars go by.

- Southwood Road

- Rosato asked when will it be paved; late July, per Glen Hodgson – SEH engineer.

4. Recreation

Mike Hendricks was in attendance and came to bring the board up to speed on the current park projects. He'd hoped the tennis court repairs at Crystal and Wendigo parks would be done by now, but the contractor is about 4 weeks behind schedule due to the weather. The new completion date is the third week in July. Crystal tennis courts are playable – but rough. Wendigo courts are heaving due to water underneath, and there are no nets up. Hendricks recommended keeping them closed for safety and liability issues – and suggested putting yellow caution tape around the courts at Wendigo. The trees have been trimmed around the Wendigo courts.

Hendricks commended the maintenance crew and Supervisor Key on how great the township properties look, given the weather. Both parks, the Town Hall grounds and cemetery all look wonderful.

5. Town Hall Report

The board reviewed the town hall report as prepared by the Town Hall caretaker, for the period May 8 – June 12, 2013. There were no damages to the hall.

A noted item on the report: *Many renters have requested playground equipment at the town hall, as currently, there are only swings.*

The board discussed that playground equipment is expensive, but maybe they should consider the request, and budget for it. Mike Hendricks commented that the Wendigo Park playground cost \$25-30,000. Crystal Park's was about \$40,000. And then there's the liability insurance. Also, contractors were used to used for both parks, though some volunteers helped at Crystal.

Rosato recommended doing some research in 2013, as it's not in this year's budget to do any projects like this – but perhaps it could be added for 2014 or 2015? Some quotes/estimates would be needed at budget time for this project consideration.

6. Maintenance Report for May 2013

The maintenance report was reviewed without concern. Supervisor Key noted that there is now 2 part time summer interns working, from Express Pros. Brett Carlson recently started work with the crew.

7. Old Business

- Consider appointment of 2 members to the Joint Powers Board to Regulate Utility Rates for Northwest Natural Gas (see fully executed copy of the Joint Powers Agreement / Harris Township Resolution #2013-007)

After review of the joint powers agreement, Supervisor Key recommended that the board appoint the Town Board Vice Chair (Rosato) and resident John Howrey to represent Harris Township in 2013, along with the Chairman (Kortekaas) as outline in the agreement for odd years. Rosato agreed to contact Howrey to confirm his interest in serving, and then the actual appointment could be done via board action at the Regular Meeting on July 10, 2013.

- Consider request to complete cemetery matrix distributed at May 15, 2013 Collaborative Opportunities Team Meeting.

Rosato explained that the Collaborative Opportunities Team is a group of municipalities and townships that gather 1x month. They are currently looking at sharing information on how each unit budgets for and take care of their cemeteries. Part of that process is a matrix that compares staffing, budgets, and related costs of cemeteries. Rosato has missed last 2 meetings but Julie Kennedy was there representing the City of Grand Rapids, and was able to supply some information from her knowledge of Harris Township. Rosato will talk to Julie and clarify what information is still needed, as the Clerk did send her some information - such as the Cemetery budget and income (from the annual report), and the cemetery's fee schedule for burials.

- Newsletter update

Clerk Smith updated the board that the cost for Treasure Bay to verify the address list, in order to use bulk mailing, would be only \$30. However, there is some work she will need to do to the address list before it can be sent to Treasure Bay.

She has also drafted an article on Northwest Gas coming to Harris Township – which will fill the last empty spot in the newsletter - but she has asked Mike Gorham to review for accuracy.

Her goal is to submit the address list and newsletter to Treasure Bay by July 1st.

- Mishawaka trail - concern

Supervisor Rosato received a call with concerns about the lighted bike trail along Mishawaka Road. The person felt it attracts unsafe situations and people, and is not in favor of extending the trail to Zorbaz. They would prefer an ATV trail, where users of the trail would spend money in the community. They also asked if there would be a public meeting soon on this subject.

Supervisor Rosato said he replied that he would bring it up at tonight's P&D meeting for discussion. The board confirmed that they are *not* planning on moving forward on any trail projects, nor are they planning to have any meetings on the subject. They had interns do a feasibility study only – and that any consideration is “on a back burner”. There was no board action to move forward on anything, nor is any planned.

- Prepaving project on Southwood Road – resident concerns:

Jan & Barney Bignall were in attendance and voiced their concerns and objections to the culvert that is being proposed to be placed under the Southwood Road (near Pine Landing) with an outlet near the end of their property,. The culvert is being proposed by the board as a way to correct the drainage and stop rain & snow melt from running *over* the Southwood road, which is a safety hazard and damaging to the integrity of the road.

Some of Bignalls concerns were as follows:

- A culvert will reduce the curb appeal of their home
- Bignalls need a new well and the only place they can put it is the low spot where the proposed culvert will come out – creating a wet land. And a wetland cannot be within 30 feet of a well head.
- The current drainage into their front yard is *not* a problem – it disappears quickly. However, a culvert will increase the amount of water into their property, and they don't want any extra water in their yard.

- Instead, Bignalls feel cleaning out the ditch, and making it deeper, is what's needed to correct the drainage - not a culvert. And, they would like to see a "French drain" - a hole filled with crushed rock, that lets water go down slowly - rather than a culvert.
- Bignall again requested to see a plan for any drainage correction that the board approves, as hearing about it is not enough; they want a visual.

Bignalls also voiced some other concerns, regarding visibility over "Christiansen's hill" near his property and requested it be graded down for safety. And they requested the brush be cleared around the speed limit signs coming off of Hwy 169 onto Southwood Road, so they're more visible. Clearing brush near Pine Landing entrance was also requested.

In response to Bignalls concerns, Hodgson explained that the project does include grading the ditch on the north side - though it won't be very deep (probably just inches). And while they could not guarantee that water would no longer flow into Bignalls property, the water would enter their property near one end (a low spot) rather than in their front yard. And, having the water flow *under* the road would be safer for the road.

The board clarified that the reason for the culvert was to stop the flow of water over the road, from north to the south side. A culvert would allow north to south water movement, but UNDER the road. It should be the same amount of water going to the Bignall's property – just different means of getting there, and entering at a different location.

Supervisor Key had some concerns regarding a French drain as they require additional maintenance to mow around, and can be a liability – which requires there be a fence around them.

Overall, the board felt they needed to look at the area again near Bignalls, on Southwood Road, before they could offer input on changing the plan for a culvert. The board opted to discuss this issue again soon.

8. New Business

- None

9. Public Input

- **Judy Myers:**

Myers voiced that she did not feel the township should not have taken over Pine Landing Road as water runs right down the hill onto other people's property. The way they arched the road was bad.

- **Dan Butterfield:**

Butterfield talked about the ATV mud-run that was held in Hill City a week or so ago. He also discussed current permissions for ATVs on roads such as the River Road and on township roads.

10. Adjourn

A motion was made by Supervisor Rosato to adjourn the meeting at 9:10 p.m. Upon a second by Supervisor Key, the motion carried and the meeting was adjourned.

Respectfully submitted,

Michele Smith – Harris Town Clerk