

**MINUTES from the P&D Meeting
Harris Township Board
Wednesday, September 25, 2013 at 7:30pm**

The regularly scheduled P&D Meeting of the Harris Town Board was held on Wednesday, September 25, 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, Larry Key, & Dennis Kortekaas, and Clerk Michele Smith. *Absent:* Treasurer Becky Adams.

Also in attendance: Glen Hodgson – SEH Road Engineer, Mike Hendricks – Township Recreational Advisor, and residents Dan Butterfield, Jeff Shrunk, and Judy Myers.

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:*

- 2013 project update:

Ruff Shores overlay is scheduled for next Monday 10/2/13 – weather permitting – per Hawkinson. Shoulder repair will also be done as approved at the last board meeting.

- Preliminary discussion on possible 2014 road projects (see memo)

- 2014 gravel road project:

The 5 year rotation for new gravel on township roads will have just Bear Creek Road scheduled for 2014 as it is 1.71 miles long. With cost of \$25,000 per mile for gravel roads, the estimate for Bear Creek is \$42,700.

- 2014 pavement rehabilitation project: (see spreadsheet)

After going through 2013 road inspection evaluation data, Hodgson created a spreadsheet to summarize the data which was shared with the board. He listed roads that seem to rise to the top of the priority list on the spreadsheet, but noted it was just to be used as a starting point for discussions, and was *not* a formal ‘recommendation’.

The roads on the spreadsheet were:

- Cemetery Road and Underwood Road (east, between Wendigo Park Road and Wendigo Road / Country Rd 67); both were noted for reclaim – with rough estimate of \$193,000 for 2014
- Sunny Lane, Lakeview Drive, Harbor Heights Road, Woodbine Road, and Islevue Road were next on the list; one was noted for mill & overlay, one for reclaim, and 3 for overlay only; rough estimate for work in 2015 was \$218,000.

Islevue Road was discussed, noting that if it comes up by the city of Grand Rapids for an overlay, it would make sense for the township to piggy back the project with them. However, it was not on the city’s planning horizon per discussion at the round table meeting on 9/18/13

- Next was Sunny Beach Road; all 3 sections were listed, for 3 – diff years (2016-2018) for a rough estimate of = \$771,000; Hodgson noted that the cost would likely to be less if all sections were done in same year (total of 5.4 miles).
- Underwood Road (west – from Wendigo Park Road to Gunderson’s – a dead end road); this section was estimated at \$500,000 a couple years ago as it needs a sub-grade correction. The board discussed turning this road back to gravel – but noted there would be pros and cons given that it runs through a swamp. Borings would be needed prior to any decisions.

The board found the spreadsheet very helpful for planning a scope of projects for 2014 – 2018, and budgeting purposes. There were no decisions made at tonight's meeting.

The board commented that the township saved a lot of money by bidding with the County on paving projects in 2013; Hodgson will look to see what roads the county has planned to overlay in 2014-2016, and see if there's any that the township could collaborate with in future years.

- *Other road issues / concerns*

- New striping on LaPlant Road:

Supervisor Key noticed that when striping LaPlant Road, the contractor ground down a line 1/8" into blacktop – and then put reflector paint in the groove. Both the white and yellow lines were done this way.

- Email received regarding Tolerick Road

Tolerick Road is breaking up. The sink hole near the cul de sac is getting worse as there are stumps that are decomposing beneath the road bed. The maintenance crew is working to repair but the sink hole but it will need serious attention at some point.

- Ruff Shores Road - old garage torn down

A new resident along Ruff Shores Road tore down an old garage; Hodgson did *not* think that the drainage along the road was compromised.

- Mishawaka Road concerns

Someone from Mishawaka Shores contacted the board with concerns about Mishawaka Road needing striping, crack fill, and trees removed along on the road. Supervisor Key noted crack fill was planned already, and found that the trees referred to are *off* the township ROW, but agreed that striping probably should be done.

- Southwood Road – tree overhang

The board had been approached about trees hanging out into the roadway. Supervisor Key checked and found that the said trees are off the township ROW but are "leaners". He recommended having Plackner Tree service trim the trees (or remove them), as they are a hazard to the road.

- Request to reduce speed on Sunny Beach Road

Supervisor Key received a request for help to slow traffic down on Sunny Beach Road, as vehicles are taking corners much too fast and almost hitting bikers. Pedestrian signage was suggested – but signs would need to be ordered. **The board was in support of the added signage on Sunny Beach Road.**

- Norberg Road – cracks

The board was notified of a lot of traverse cracks on Norberg Road.

- Review Harris Township Culvert Policy per Resolution #2008-006

Supervisor Key explained that, from discussion at a local government collaboration meeting, Harris Township is one of the only government units that gives free culverts for new driveways in the township in accordance with the guidelines in the policy. A culvert is worth \$600 and includes 2 pieces, a band, and aprons. Other cities and towns, however, have people filling in the ditch (no culvert) and so drainage becomes an issue. Key did not want to give up the policy, as then the board cannot control the issue. However, he had concern regarding folks who put in a driveway, get a free culvert, but never build.

Some options were discussed, including charging for a culvert up front, but then refunding the cost when they build – if within 2-3 years. However, the township is not set up administratively to handle something like that. It was noted that the County building permits do *not* require a culvert – but do they tell residents they can get free ones if they live in Harris Twp. A trip to the County Zoning office to ask about what's required, and what a township can do, may be a good idea - including enforcement. The board needs to be made aware when a new driveway goes in. They'd like to see a metal culvert required as a part of a building permit when located in Harris Township.

Overall, board liked having control over culverts – but would like the county’s help. Rosato agreed to talk to Zoning and then made a motion to table a decision on revising the township’s culvert policy (Resolution #2008-006) until the October P&D meeting. Supervisor Key seconded the motion, and upon roll call, motion carried by a unanimous vote.

4. Recreation (Mike Hendricks)

Mike Hendricks – recreational advisor for the township, was in attendance and updated the board as follows:

- Most of the concerns identified during the recent park inspections by Hendricks and Supervisor Key have been corrected. The maintenance crew was commended for their work in taking care of the parks.
- The walk through gate at Crystal Park that was identified as being smaller than it should be, had the post and fence moved by Keller Fence, and the ground material replaced. It should now meet all ADA requirements. However, 4 wheel scooters with baskets will still have be a problem.
- Herbicide applications on the township properties have been done; the maintenance crew did the granular spread application at cemetery today.
- Regarding improvement suggestions for the picnic park area on Sunny Beach Road with Wendigo Bay lakeshore: Hendricks gave a lot of thought about improvement to this area, as someone suggested at a previous meeting. However, with Wendigo Park just 3 blocks away, with a playground, tennis courts, and baseball field, Hendricks suggested having a discussion of options first with a board member and possibly Glen, to determine a scope for the project, and then come back to the board with a proposal for what could be done – especially with regards to the lake access – which Wendigo Park does not have. Supervisor Key volunteered to work with Hendricks on this project.

5. Town Hall Report

The town hall report for Aug 14-Sept 7, 2013 was reviewed, as submitted by the Town Hall Caretaker. There were no damages or accidents reported, and there were 11 renters.

6. Maintenance Report for August 2013

The board reviewed the maintenance report for August as prepared by the maintenance crew. There were no concerns by the board. There was a question from the floor, asking about brush being cleared near the Woodtick access for better visibility. Supervisor Key commented that yes, brush and trees were trimmed.

7. Old Business

- Paul Bunyan petition – Dan Butterfield

Butterfield explained that their neighborhood association discussed the desire to have Paul Bunyan Communications come down Airport Road in order to have competition in the area. Paul Bunyan was contacted, and they suggested that the association get a petition from residents along Airport Road, from the city down to Harris Town Road. If there is enough interest, Paul Bunyan agreed to put it in front of their board in the spring 2014. If approved, install would be in 2015.

Dan’s association is looking for a letter of support from Harris Township, indicating that they would be in favor of Paul Bunyan coming down the Airport Road – and to the town hall. The board indicated that they were in support of this.

A motion was made by Supervisor Rosato to have the Clerk send a letter of town board support for Paul Bunyan Communications to come down Airport Road, into Harris Township. The motion was seconded by Supervisor Kortekaas, and upon roll call, motion carried.

- Ramp at town hall

Supervisor Key would like to do something with the ramp at the town hall; as mentioned at previous meetings, it’s falling apart and needs to be replaced. Key would like to bring a suggested plan and 2 quotes to the board for review. The board agreed to have him do that.

- Well at the town hall

Key informed the board that the well at the town hall needs to be flushed / boiled out. The women's toilet is flushing black water. The maintenance crew will do the flushing.

- Property line at Town Hall

Supervisor Key was notified that per a recent land survey, the property line just north of Harris Town Hall goes right down the middle of the town hall's driveway. Supervisor Key talked to the County surveyor's office, and they recommended offering to buy the piece of property under the driveway from the new land owner. However, the property line is also a section line between the township and city – and if purchased, the township would then own a piece of property in the city limits. Because the property has been a part of the town hall's driveway since the 60's – and that of the old Flyway Club before that – Key suggested talking to the township attorney to see what ideas he had. Worst case, a new driveway into the town hall may be needed. **The board approved Key talk to Andy Shaw about this issue.**

- Trees dying at cemetery

There are trees dying on Paul Paine's property, adjacent to the south side of Harris Cemetery, and they could damage the fence. Paine is not comfortable cutting the trees, but is in favor of having them taken down. Key would like to get a tree service to cut them down.

There is also one dead pine tree on the Smith block of the cemetery, which will also need to be removed.

The rest of the board was fine with Key arranging for a tree service to remove the dead and dying trees.

8. New Business

- Discuss Harris Cemetery Section 1 unsold sites; consider restricting new sales "for cremations only"

It was suggested by the maintenance crew, that any remaining *unsold* cemetery sites in Section 1 – which is the original cemetery - be sold for cremation burials only as they are having problems when trying to place vaults in that area.

A motion was made by Supervisor Key, seconded by Supervisor Rosato, that any unsold sites in Section 1 of Harris Cemetery be for cremains burial only (no caskets). Upon roll call, motion passed.

9. Public Input

- None

10. Adjourn

A motion was made at 9:10pm by Supervisor Key. Upon a second by Rosato, the meeting was adjourned.

Respectfully submitted,

Michele Smith – Harris Township Clerk