

**MINUTES from the REGULAR Meeting
Harris Township Board
Wednesday, January 9, 2013 at 7:30pm**

The Regular Meeting of the Harris Town Board was held on Wednesday, January 9, 2013. 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, and Clerk Michele Smith. *Absent: Becky Adams.*

Also in attendance: Julie Kennedy – Twp Road Engineer from SEH, and residents/guests Judy Myers, Cindy Martin, Leeann Stoll, Nate Borth and Janet Bignall.

- 1. Pledge to the flag**, followed by the reading of the township mission statement
- 2. Approve the minutes** of the Regular Meeting on December 12, 2012

After reviewing the minutes, there was a correction noted by Supervisor Key: On page 3, the Nuvo Gap crack fill product is used by Itasca County – not the City of Grand Rapids. Clerk Smith will make this correction in the 12-12-12 minutes.

A motion was made by Supervisor Kortekaas, seconded by Supervisor Rosato, to approve the minutes from December 12th, 2012 as corrected. Upon roll call, motion carried.

3. Business from the floor

- **Judy Myers – township resident**

Sunny Beach Road was very icy over the holidays. She understands that the township contracts with the county for plowing and salt & sand, but wondered if the township could make a request salt/sand when needed. Supervisor Key acknowledged that Wendigo Road and Harris Town Road intersection was also extremely slippery over Christmas. He also noted that some residents of Sunny Beach Road complain if salt/sand is used, as the runoff goes into the lake.

Myers discussed the need for a ROW along Mishawaka, Road, as it will be needed if Northwest Gas puts in a gas line as was previously discussed. The board clarified that Northwest Gas is installing line in the Isle View addition – not along Mishawaka Road. And while they would like to eventually come down to Mishawaka Road, Northwest Gas would only do so if the township wanted them to via a franchise agreement. Myers suggested the township may want to look into getting easement along Mishawaka anyway, from Hwy 169 east for future improvements to the road and ditching.

Another concern Myers had was the board approved continuance of using ICC interns, and approved hiring 3 for the winter semester, but that work projects were not specified. Key clarified the board will have a plan for the interns; one will be assisting Supervisor Kortekaas with a proposed walking trail systems near Mishawaka Road, and Allie will continue her work on the cemetery GIS project.

And finally, Judy Myers commented that she was still interested in seeing the Harris Town Board increase from a 3 to a 5 member board. She asked for the board's view on this. Supervisor Key said he was in favor of keeping 3 person board, as he knows of several townships that changed to 5, had problems, and went back to a 3 person board. It was also less expensive to have a 3 person board. Supervisor Kortekaas agreed with Key's views. Myers asked that the clerk email information to her, regarding the process of a petition to request the question of a 5 person board be put on the township election ballot for consideration. Clerk Smith agreed to do so.

4. Treasurer's Report:

- There was no Treasurer's report for Dec 1 – Dec 31, 2012, as the yearend balancing was still in progress.

5. Roads

- Julie Kennedy / SEH – project updates
 - Cemetery GIS project:
Allie, the current ICC student intern, is 90% done with her work of data verification in the GIS cemetery database. She will attend the January 23rd P&D meeting to present on the final project. Allie hopes to meet with the maintenance crew next week, to train them on data input, and lessons learned.
 - Wendigo Park Road – hole
Julie found out that the chiseled out hole in the middle of Wendigo Park Road was done by a private surveyor, hired by a private landowner. The hole was dug hole to find and verify placement of a marker. The township will need to fix the hole.
 - Road projects for 2013
Julie is gathering information to bring to the upcoming road budget meeting, regarding the top 5 priority roads as per road inspections from 2012. She will bring gravel road information as well.
- Other road issues
 - Supervisor Key reported that the Itasca County Sheriff's office contacted him regarding a downed tree across the Wendigo Park Road; a large spruce had fallen. The maintenance crew removed it.

6. Recreation

The skating rinks are open, but the stability of rink attendants is up and down. Two attendants that were working at Wendigo rink have quit, so it's not open tonight. Express Pros is working on lining up another attendant or two. In addition, the ice at the rinks is getting soft due to the warm weather, and it's too warm to flood. Crystal Park rink was open tonight.

7. Correspondence

Board Action items:

- Memo from ISD#318, for representation on the long range facility plan development team (first meeting is on Jan 10th, 2013.)
 - Supervisor Key commented that he would like to see two township officers attend these meetings. The first one is tomorrow night (Jan 10th, from 6-8pm at ISD 318 Admin building). However, Supervisor Kortekaas said he works that night, and Supervisor Rosato has two previous commitments and so cannot attend. Supervisor Key will attend on behalf the board. The following ISD#318 facility plan meetings are on Jan 28 and Feb11. Key noted that the one on February 11th is the same night as the Itasca County Township Association Meeting. Supervisor Rosato agreed to attend 1/28, as did Key. Clerk Smith will post a quorum notice for this meeting.

Noteworthy items were reviewed:

- Certificate of Liability Insurance received for Casper Construction
- MN Dept of Health Report of Analytical Results: The Harris Town Hall drinking water was in compliance with Safe Drinking Water Rules

8. Consent Agenda

- N/A

9. Old Business

- Consider approval of revised cemetery policy and fee opening schedule, as moved at Dec 12, 2012 meeting

Supervisor Key stated that after reviewing the policy and fee schedule, he thought it looked good. The board agreed, and approved that the Clerk send it out as presented to the local funeral homes.

- December 2012 Town Hall Report (as there was no December 2012 P& D meeting)

The board reviewed the town hall report as submitted by the town hall caretaker. The report was for the period of November 14-December 13, 2012, with no accidents. The did not have any concerns or question.

10. New Business

- IRS Business Mileage rate increases for 2013: from \$0.555 to \$0.565 (increase of 1 cent/mile)

The clerk commented that there was no action needed by the board on this item, as township policies state we reimburse at IRS rate, but she just wanted to bring the new rate to their attention.

- Consider setting dates for 2014 budget meetings

After some discussion, the following dates were chosen by the board:

- Wednesday, Jan 30, 2013 – Budget and Board of Audit meeting 7:30
- Wednesday, Feb 6, 2013 – Budget and Road meeting
- Wednesday, Feb 20, 2013 – Final budget meeting

11. Approve payment of bills for January 2013

The board reviewed the bill list, and a motion was made by Supervisor Rosato to approve the attached list titled "Jan 2013 Bill Listing to Board" in the amount \$43,167.96. The motion was seconded by Supervisor Kortekaas and upon roll call, motion passed by a unanimous vote.

12. Adjourn

At 8:03pm, a motion was made by Supervisor Rosato, seconded by Kortekaas, to adjourn tonight's meeting. The meeting was adjourned.

Respectfully submitted,

Michele Smith, Clerk of Harris Township

Jan 2013 Bill Listing to Board

	Description	Amount
Larry Key	Mtgs, wages, labor, less withholding plus expenses	753.72
Gary Rosato	Mtgs, wages, labor, less withholding	411.01
Dennis Kortekaas	Mtgs, wages, labor, less withholding	434.47
Michele Smith	Mtgs, wages, labor, less withholding plus expenses	844.67
Becky Adams	Mtgs, wages, labor, less withholding plus expenses	461.10
Bonnie Key	Cleaning labor, showing, less withholding	381.25
Derrick Marttila	Labor less withholdings	2003.10
Dan Key	Labor less withholdings	1980.85
PERA	Payroll withholding	1156.00
CenturyLink	phone bills for service ctr, rinks, town hall	283.97
Davis Oil	December gasoline invoices	413.32
Express Employment	12/16 and 12/23 rink attendants	864.20
Ferrellgas	December propane invoices	257.76
Grand Rapids Public Utilities	Sept utilities; lights and town hall	186.39
Herald Review	the source, filing, meeting schedule	788.80
Home Depot	online pmt:: garage seal	200.24
Itasca Cty Auditor/Treasurer	tax notices	540.60
Itasca Cty Auditor/Treasurer	2013 snowplowing contract	21,417.00
Itasca Cty Recorder	cemetery deeds: Bruce	46.00
L and M	December invoices: supplies	100.80
Lake Country Power	online pmt:: energy bill - service center, wendigo, crystal, cemetery	633.30
MATIT	Workers Compensation premium	5,599.00
Power Plan	Nortrax equipment	7.93
Security Life Insurance	semi-annual dental premiums	801.36
Verizon	cell phones through 1/12/13	165.46
Waste Management	3 yd rel on call	16.51
Commissioner of Revenue	Payroll withholding :: electronic payment	393.00
Wells Fargo Bank	Payroll withholding :: electronic payment	2,021.15
Wells Fargo Bank	checking account fee	5.00
Total		\$ 43,167.96

Approval to pay :: January 9, 2013, Checks numbered 15887 through 15910

Larry Key

Gary Rosato

Dennis Kortekaas