

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

The Regular Meeting of the Harris Town Board was held on Wednesday, October 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, Treasurer Becky Adams and Clerk Michele Smith. *Absent:* None.

Also in attendance: Glen Hodgson - SEH, and residents Judy Myers, Dan Butterfield, and Cyndy Martin.

1. **Pledge to the flag**, followed by the reading of the township mission statement
2. **Approve the minutes** of the Regular Meeting on September 11, the Round Table Meeting with City Staff on September 18, and the Planning & Development Meeting on September 25, 2013.

Motion by Key, second by Rosato, to approve the minutes as presented. Upon roll call, motion passed.

3. Business from the floor

None

4. Treasurer's Report:

- Treasurer's report for September 1– 30, 2013

Sept 1, 2013 beginning balance:	\$1,061,646.17
Receipts:	\$ 30,373.57
Disbursements:	\$ 69,851.85
Sept 30, 2013 ending balance:	\$1,022,167.89

Treasurer Adams noted that due to the earliness of tonight's meeting, the bank statements have not yet been received so interest on savings was not known.

Motion by Rosato, second by Key, to approve the October 9th Treasurer's report of September 2013 financials. Upon roll call, motion carried.

5. Roads

- *Glen Hodgson / SEH*
 - Final Pay Estimate for Pre-paving Contract on Stony Point Road, Southwood Road and Robinson Road

Schwartz Construction has completed all work and punch list items on the prepaving project on Stony Point Road, Southwood Road, and Robinson Road. Total amount due is \$1,760.37, which is mostly the release previous retainage. And IC-134 form has been requested from the contractor.

Motion by Key, second by Rosato, to approve the final payment to Schwartz Construction for the completion of the pre-paving project on Stony Point Road, Southwood Road, and Robinson Road in the amount of \$1,760.37. Upon roll call, motion carried by unanimous vote.

- Update on 2013 Paving Project

The bituminous overlay on Ruff Shores Road by Hawkinson Construction, as previously approved by the board, has been completed, but the final shouldering has not yet been done. A payment request will be brought to the board in November. Hodgson notified the board that some enhancement of the project was needed as there's a catch basin that will need to be lowered; Hawkinson will do that.

The other project approved by the board was to repair storm damage to shouldering work done on the 2013 overlay project. The work on Westwood Road and Robinsin Road has been completed, but the work on Stony Point Road remains to be done. A payment request for this will also be brought to the board in November as both this work, and that noted above, will be done on the same day.

• *Other road issues / concerns / updates*

- Tolerick Road: There is a sink hole causing a problem. The maintenance crew has filled it in with gravel but they have been doing this for apx 3 years, so a better solution will be needed soon. The sink hole is caused by stumps rotting away underneath the road bed. Key commented that the road should make it through the winter.
- Grading: Key informed the board that township gravel roads will be graded one more time this season.
- Schmidt Road: Key received a call that Schmidt Road was tore up; the maintenance guys have fixed the damage.
- Pine Landing: A call was received regarding the branches hanging along Pine Landing, and scraping the sides of the school bus. Key said the branches have been trimmed and the roadside cleaned up.
- East Harris Road: Rosato received a request for a 30mph speed limit cautionary (yellow) sign on East Harris Road; he agreed to look into it and get back to the board at the October P&D meeting.

6. Recreation

- None

7. Correspondence

Board Action items:

- None

Noteworthy items:

- None

Non-action items

- Copies of Itasca County approved sewer, land use, or building/property permits
- Copy of Certificate of Liability Insurance – from H. Robert Anderson & Associates

8. Consent Agenda

- Review & consider approval of the following items, as previously discussed at the 9/25/13 board meeting:
 1. Revised Harris Cemetery Policy as of Sept 25, 2013 to add that “Only cremation burials are allowed in sites of Section 1, if purchased after Oct 1, 2013.” (See #3, added under Grave/Burial Regulations of policy)
 2. Letter of support for Paul Bunyan Communications to come down Airport Road (see draft sample)
- Consider approval of cemetery site sold to Donald Mornes: Section 3, Block 30, Lot 3, Site 6

Motion by Rosato, second by Key, to approve the consent agenda items. Upon roll call, motion passed.

9. Old Business

- A reminder of the Intergovernmental Collaboration Opportunities meeting on Oct 15th at 11:30am at the Grand Rapids State Bank was noted. The clerk has posted a quorum notice for this meeting.

10. New Business

- None

11. Approve payment of bills for September 2013

Key inquired if the invoices for Dan Martin had been paid. Treasurer Adams said she’d just found a bill for Martin, for a light on top of skid steer. However, she had not yet received a bill for the truck plow – probably because the plow had not yet been received by the maintenance crew. The board approved adding the \$300 bill for the skid steer light to tonight’s bill list.

Motion by Rosato, second by Kortekaas, to pay the bills per the attached document titled “October 2013 Bill Listing to Board” in the amount of \$32,271.78, plus the additional \$300 to Dan Martin approved above, for a total of \$32,571.78. Upon roll call, motion passed by a unanimous vote.

12. Public Input *(please limit comments to 5 minutes)*

- None, though someone commented there was a letter in the newspaper publicly thanking Itasca County and Harris Township for money and hard work put into the roads.

13. Adjourn

Motion by Key, second by Rosato, to adjourn tonight's meeting at 7:49pm. Motion carried.

Respectfully submitted,

Michele Smith, Harris Township Clerk

October 2013 Bill Listing to Board

	Description	Amount
Larry Key	Mtgs, wages, labor, less withholding plus expenses	852.83
Gary Rosato	Mtgs, wages, labor, less withholding	435.67
Dennis Kortekaas	Mtgs, wages, labor, less withholding	529.34
Michele Smith	Mtgs, wages, labor, less withholding plus expenses	919.37
Becky Adams	Mtgs, wages, labor, less withholding plus expenses	541.77
Bonnie Key	Cleaning labor, showing, less withholding	450.73
Dan Key	Labor less withholdings	2034.68
Derrick Marttila	Labor less withholdings	2131.68
PERA	ONLINE pmt:: Payroll withholding plus \$10 for fees	1,231.18
Century Manufacturing	diesel fuel additive	335.97
CenturyLink	phone bills for service ctr, rinks, town hall	326.38
Davis Oil	September invoices	263.40
Grand Rapids Public Utilities	Utilities; lights and town hall	182.87
Hawkinson Construction	edge mill, mobilization, shouldering	999.75
Home Depot	ONLINE:: GL salt	24.92
Itasca Cty Historical Society	township contribution 2013	3,253.00
Itasca Cty Recorder	cemetery deed-stockwell	46.00
Lake Country Power	ONLINE pmt:: energy bill - service center, wendigo, crystal, cemetery	374.67
Minute Man Press	copies for meetings	22.59
MATIT	commercial insurance package 11/1/2013-11/1/2014	6,605.00
Range Water	cooler rental sept plus cooler in store 5 gal	27.25
Schwartz and Sons	pre-paving work: southwood, stoney point, robinson + gravel work July final pmt	1,760.37
S E H	Engineerings services, Pavement Rehab	5,417.50
Smith Michele	photocopies and postage on personal account	276.46
Treasure Bay Printing	newsletter	372.38
Verizon	cell phones through 10/12/13	169.01
Waste Management	3 yd rel on call	121.80
Commissioner of Revenue	Payroll withholding :: electronic payment	408.00
EFTPS	Payroll withholding :: electronic payment	2,152.21
Wells Fargo Bank	checking account fee	5.00
Total		\$ 32,271.78

Approval to pay :: October 9, 2013, Checks numbered 16144 through 161

Larry Key

Gary Rosato

Dennis Kortekaas

PLUS:

Dan Martin

Light for top of Skid steer

\$300.00

Revised Bill total: \$ 32,571.78