

MINUTES from the P&D Meeting
Harris Township Board
Wednesday, October 22nd, 2014 at 7:30pm

The regularly scheduled Planning & Development Meeting of the Harris Town Board was held on Wednesday, October 22, 2014. The meeting was called to order at 7:30pm by Chairman Rosato at the Harris Town Hall, with the following officers present: Supervisors Gary Rosato, Larry Key, Jim Kelley, and Burl Ives, and Clerk Michele Smith. *Absent: Treasurer Becky Adams and Supervisor Dennis Kortekaas.*

Also in attendance: Glen Hodgson – road engineer from SEH, and residents Bonnie Key, Cyndy Martin, and Marge Kelley.

1. Pledge to the flag

2. Business from the Floor

- None

3. Roads

- *Glen Hodgson – SEH Road Engineer. (see memo)*
 - 2014 paved road project: Partial payment request, and additional costs
 - Hodgson shared with the board that the cost for the work done to date by Hawkinson Construction is \$411,091.30. A partial payment request was included for consideration, which included a 2.5% retainage. The a net payment amount was \$400,814.02
 - In addition, Hodgson shared that there will be some additional costs incurred on Lakeview Drive due to several areas with wet and very soft subgrade material. To provide a stable base for the new pavement, he instructed Hawkinson remove the soft soils and backfill with granular material. There were also a few other minor items that will be included in Hodgson’s change order. He anticipated the cost for the change order will be about \$15,000. He will bring that to the board for consideration in November.
 - Hodgson noted that even with the cost for extra work, the final project amount will be less than the original bid amount of \$453,485.20. This was due in part to the quantity of bituminous used, by eliminating some signs, and having fewer mailbox replacements than anticipated.
 - All the roads turned out very well, and they should last more than 20 years.
 - Hodgson recommended and requested the board approve the payment to Hawkinson.

A motion was made by Supervisor Kelley, seconded by Supervisor Ives, to approve a partial payment to Hawkinson Construction in the amount of \$400,814.02 as recommended by SEH Road Engineer Hodgson. Upon roll call, motion carried by a unanimous vote.

The *Certificate of Partial Payment – Pay Estimate #1* form was signed by Chairman Rosato and a copy will be attached to these minutes. Clerk Smith clarified that the payment will not actually be issued until the Regular Meeting on November 12th.

- 2015 road project: Budget information for preliminary discussion of future road projects

As requested by the Board, Hodgson provided estimates for a number of road projects that had been discussed including Sunny Beach Road, Underwood West, and Birch Street.

Sunny Beach Road estimate were as follows:

- Section 1: From Wendigo Road to Park Road Overlay \$252,000
- Section 2: From Park Road to Adair Road Reclaim \$507,000
- Section 3: From Adair Road to Harris Town Road Overlay \$540,000

The board discussed that Braun has done borings of the class V and bituminous all along Sunny Beach Road to determine if the sections could be reclaimed. The results were that yes, there is enough for a reclaim. However, Hodgson also recommended getting additional borings of a swampy area near “Sutherlands” home which was brought up numerous times during the neighborhood meeting a few weeks ago. This area gets frost boil and floods, and so may need to be excavated and built back up. Braun would have to bore down until they hit “bottom” – meaning a hard surface.

Hodgson would like permission to go to Braun Intertec to request the cost of the soil borings in just the area of concern near Sutherlands, as expressed at the neighborhood meeting. The Board agreed to allow him to get a quote.

Birch Street estimate was as follows:

- Reclaim \$285,000

Supervisor Key commented that he agreed Birch Street would need more than just an overlay as he watched the road when it was built and stumps were used for fill. Those stumps are now rotting and causing sink holes.

Underwood Road – west estimate as follows:

- Drainage and overlay \$200,000

No real discussion by the board on this road.

Bonding – to pay for road projects

Supervisor Ives expressed that he would like to find out more about bonding by meeting with an attorney or company, and determine what it would cost the township. LaPrairie recently bonded at 2.4% interest with a 30 year payoff.

The board discussed that in order to maintain the current road budget; they would likely need to raise the levy by the amount of the bond payback amount.

Kelley commented that if a reclaim is done instead of overlay, it may double the cost of the road project but the township would gain 10-15 years or more on road life which would be a good investment.

Rosato noted that he doesn't like the thought of the township going into debt – and that bonding (taking out a loan) would be something new. If done, a 10-12 year loan seemed more doable rather than 30 year loan.

The board wondered what roads would be left for major repair after those fixed by the bonded money. In other words, how much will be needed for the next 5-10 years? Would just the smaller roads be left, which could be repaired using the current budget amount? For example, if the payback was \$150,000, and the current road budget continued for \$300,000, there would still be \$150,000 left for repairs after the payback for that year. Others commented that they worry about “emergency” road repairs, and would we have enough to cover that?

Rosato suggested developing a road subcommittee. The group could meet to look at the spreadsheet Hodgson developed of roads and prioritize them for repair. It would be a good way to determine what is coming up. Whole board would benefit from being a part of the subcommittee. Hodgson liked this idea as did the rest of the board. It was also suggested that they could ask the city of Grand Rapids or Itasca County to sit with the subcommittee for a meeting, to share their knowledge base and lessons learned. The county prepares a 5 year capital improvement road plan and so many have good insights they could share.

A work session date for the road subcommittee was discussed. Hodgson agreed to talk to county about what would work well for them. Suggestions were the evenings of either December 3rd or 17th (both Wednesdays) at the town hall. Or another evening – as early as 4:30pm. Hodgson will contact Clerk Smith when some date options are known. She will then contact to the board to see what works.

- *Other road issues / concerns*
 - None

4. Recreation

- None

5. Town Hall Report

- The board reviewed the monthly Town Hall report dated 10-6-14 as prepared by the Town Hall Caretaker. There were 6 resident rentals; 1 was a no charge as it was a memorial service and 1 was a reduced rental for the Over 50 Flyway Club. There were also 4 board functions at no charge. A total of \$250 was collected, which included 1 deposit retainage for garbage removal.
- An update was given by Supervisor Kelley on the new town hall covered entrance ramp project. The cement ramp has been poured, and the railing and framework should be completed by the mid-to end of next week and in time for the election.
- The electrical contractor, Dwight Flohaug, came to the meeting to discuss the desired lighting option for the ramp. After some discussion the board agreed that they'd like five canned lights put in the ceiling of the covering, with an on/off switch at both ends. A switch placed at higher level was suggested for the end of the ramp near the parking lot, to prevent children from flipping it on and off. Also, Flohaug commented that should the board later determine that they'd like dusk to dawn timed lighting, that could be added later.
- With regards to lighting the flag in front of the town hall, Flohaug explained that 3 ground lights shining up on the flag is the 'proper' lighting for a flag, and timed to be on from dusk/dawn. However, the board preferred to have lights mounted up off the ground, perhaps on the ramp roof and/or building if possible. Flohaug will look at the options and report back to Kelley.

6. Maintenance Report

The board reviewed the monthly Maintenance Report as prepared and submitted by the maintenance crew. There were no concerns or comments by the board.

7. Old Business

- November P&D Meeting

Clerk Smith reminded the board that the November P&D meeting is a week early, due to Thanksgiving. As a result the P&D meeting will be November 19th – just one week after the Regular Meeting on November 12th. Smith will contact ICTV to advise, as they will begin covering the P&D meetings beginning in November.
- Update on Mediacom internet at the hall

Supervisor Ives met with Mediacom this past Monday and a Wi-Fi box was mounted on the outside of the hall, and put a modem was put in office. The Mediacom technician will be back this coming Friday to hook everything up. There is a temporary line laying in the yard currently, but that will be bored into the ground. A wireless password was given to the Clerk. By next week, the internet should be up and running at the town hall, and the phone line switched over from Century Link to Mediacom. Once complete, Treasurer Adams will be notified to cancel the former service provider and the Verizon hotspot current used for internet. The board was reminded about the importance of working with the town hall caretaker regarding any improvements, so that they do not conflict with town hall rentals.
- Heating at service center garage

Supervisor Key requested permission to get some quotes for improved heating at the Service Center garage. Due to the moisture, there is a need to get away from the current in-floor heat and move to forced air heat. The board agreed that this was a good idea.

- Call from resident on Aspen Drive

A board member received a complaint and inquiry regarding loud construction noise that starts around 4am, and can be heard by those on Aspen Drive. Dan Swenson of Itasca County Environmental Services advised that logging just across Harris Town Road from Aspen Drive was likely the cause of the noise as there was trucks loading in the mornings. However, the land owner (Lance Casper) was now done logging, and so there shouldn't be any more noise.

There had also been questions about Casper's expanding their gravel pit in the area of the logging. However, Casper stated that he is only widening their roadway; he does not plan to expand the pit. Dan Swenson added that an extractive permit would be needed if any work is done to the pit, and the county had not received a request for any such permit.

- Land use near Jane Lane

Another complaint / concern was received by the board regarding a parcel near Jane Lane which looks like it's a marine repair business. It speaking with Dan Swenson – Environmental Services, he has written the landowner a letter, advising that if it is a repair business, the owner needs to go through proper permitting process.

- Blight and multi dwellings

Supervisor Rosato received a complaint of blight and of having multiple dwellings on one parcel. He will request that Dan Swenson from Itasca County contact the landowner accordingly.

8. New Business

- Collaborative Opportunities Team Minutes from Oct 17, 2014; next meeting is Nov 19 – Civic Center

Supervisor Rosato attended and shared his comments on the discussions as shown in the team meeting minutes.

- Supplemental bill list

Clerk Smith explained, on behalf of the Treasurer who could not attend tonight's meeting, that there were 2 bills that needed to be paid tonight rather than waiting until the November 12th check run.

One check was to pay an outstanding May invoice from Northland Portables, in which the bill was never received. That amount was \$285.00. The other check was to Hawkinson Sand and Gravel, for a corrected amount of \$556.81. The check dated October 8th for \$1,146.81 was returned, as it was for more than the outstanding bill amount. Tonight's check was for the amount due.

Supervisor Kelley made a motion, seconded by Supervisor Ives, to approve payment of the attached supplemental bill list titled "October 2014 Bill Listing to Board" in the amount of \$841.81. Upon roll call, motion carried by a unanimous vote.

- Trails meeting

Supervisor Rosato reported that the Grand Rapids multiuse (motorized) trails group will meet at the Civic Center on November 25, 2014 at 9am for anyone interested.

9. Public Input

- None

10. Adjourn

A motion was by made by Supervisor Key at 8:53pm to adjourn tonight's P&D meeting. Upon a second from Supervisor Kelley, the meeting was adjourned.

Respectfully submitted,

Michele Smith – Harris Town Clerk

October 2014 Bill Listing to Board

		Description	Amount
Hawkinson Sand and Gravel	class 1 gravel		556.81
Northland Portables	invoice 7743 from May - wendigo, crystal, cemetery		285.00
Total			\$ 841.81

Approval to pay :: October 22, 2014, Checks numbered 16546 through 16547

Jim Kelley

Larry Key

Dennis Kortekaas

Burl Ives

Gary Rosato