

**MINUTES from the REGULAR Meeting
Harris Township Board
Wednesday, March 12, 2014 at 7:30pm**

The Regular Meeting of the Harris Town Board was held on Wednesday, March 12, 2014. 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, as well as Clerk Michele Smith and Treasurer Becky Adams. *Absent: None.*

Also in attendance, were residents Judy Myers, Dan Butterfield, Burl Ives, Jim & Marge Kelly, and Cyndy Martin.

1. Pledge to the flag, followed by the reading of the township mission statement

2. Approval of the minutes for the Regular Meeting on February 12, the Budget Work Session on February 19, and the Planning & Development Meeting on February 26, 2014.

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

3. Business from the floor

- None

4. Treasurer's Report: March 2014 Treasurer's Report, of February 1 – 28, 2014 financials

- Treasurer Adams recapped the treasurers report:

- Starting Feb 1 balance: \$ 1,214,842.98
- Receipts: \$ 54,919.02
- Disbursements \$ 33,079.94
- Ending Dec 31 balance: \$ 1,236,682.06

Adams noted that the road allotment was received for 2014 in the amount of \$24,347.52, and is reflected in the Road and Bridge receipts amount.

A motion was made by Supervisor Key to approve March Treasurers report of February 2014 financials as presented. The motion was seconded by Supervisor Rosato, and upon roll call, motion passed by a unanimous vote.

5. Roads

- Schwartz Excavating

A letter was presented at tonight's meeting from Schwartz Excavating; it was read aloud by Chairman Kortekaas. For 2014, Schwartz proposed the same rates for grading gravel township roads as last year: \$145/hr for grading, \$150/hr for mobilization. The board was happy with the work done by the Schwartz, as well as their customer service. Key commented that they know how to maintain dust guarded roads.

A motion was made by Supervisor Key to agree to contract with Schwartz Excavating for the 2014 year, at the proposed rates of \$145/hour for grading and \$150/hour for mobilization. Rosato seconded the motion, clarifying that we need to ask them for an actual contract. Upon roll call, motion passed by a unanimous vote.

- Crack Fill contractor

Supervisor Key noted that Arbo Township is working with Northwest Asphalt to look at their roads with regards to rubberized crack filling. The company is out of Thief River Falls. Supervisor Key will request that they also come look at Harris Township roads for consideration in 2014.

6. Recreation

- Supervisor Key reported that both the skating rinks were closed on March 3rd, 2014 due to the warm weather. It was noted that this year's season went 3 weeks longer than normal.

7. Correspondence

Board Action items:

- None

Noteworthy items:

- Annexation order for City of Proctor vs. Midway Township – ruled in favor of the township
- Itasca County Highway Department Five-Year Plan – written comments accepted until March 31, 2014

Non-action items

- None

8. Consent Agenda

- None

9. Old Business

- Results of township ballot question, regarding option to increase from a three to five-member supervisor board.

Clerk Smith reminded the board that the question on the township ballot passed, to adopt Option A, providing for a five-member town board of supervisors, be adopted for the government of the town. As a result, a special election will need to be held no sooner than 30 days and no later than 60 days to fill the two additional positions. She noted that because Harris is an urban township, waiting to fill the positions at the next annual town election is not an option; a special election must be held.

Smith recommended holding the special election on Tuesday, May 6th 2014, with polls open noon to 8pm (same as the annual township election). This is the latest date a special election could be held, as 60 days out would be May 10th. Smith said she needed as much time as possible to be able to meet all of the posting and publication deadlines, secure election judges, and have time to order ballots, hold absentee voting, and get the voting machine cards programmed. Smith checked with the town hall caretaker, and the hall is available May 6th as well as May 5th for set up.

As an alternate date, Smith recommended the following Tuesday, May 13th.

A motion was made by Supervisor Rosato, seconded by Supervisor Key, to hold the special election on Tuesday, May 6th, 2014 to fill the two additional supervisor positions, with an alternate date in case of inclement weather, of May 13, 2014. Polls would be open noon – 8pm, with the board of canvass to follow at 8:30pm that same day. Upon roll call, motion carried by a unanimous vote.

10. New Business

- None

11. Approve Payment of Bills for March 2014

- Treasurer Adams noted that some of the higher bills included in this month's list were the annual snowplowing bill from Itasca County for \$21,417, the 2nd quarter health insurance premiums of \$3,003.09 and life insurance premiums for the officers and town hall caretaker in the amount of \$1,925.00.

Also, Adams pointed out the bill paid to 'PA Jones' for the spray application at the township properties was from 2013. The bill was erroneously sent to the prior treasurer (Peggy Bishop), and finally made it to Adams this past week, in the amount of \$1,068.75

Rosato asked why the bill for Minuteman Press was so high - \$805.52. Adams explained that it was made up of 4 invoices, and included printing of the annual report, which alone was apx \$550. There were a lot of printing jobs needed this past month due to budget meeting's agenda packets, which included many spreadsheets.

Motion by Supervisor Key, second by Rosato, to pay the bills per the attached document titled "March 2014 Bill Listing to Board" in the amount of \$51,643.94. Upon roll call, motion passed by a unanimous vote.

12. Public Input session

- Judy Myers asked about the February bill for Creative Services, in the amount of \$1,600 and wanted to know what it was for. Adams explained it was for his annual contracted work.

Myers also commented that she did a lot of campaigning for the March township election and was surprised that many people didn't know there was an election in March. She recommended moving the township election to November, and will do by petition if necessary in order to have it as a town question on the ballot.

Dan Butterfield commented that he too reminded a lot people about the township election, but relatively speaking, there still was not a good showing at the polls. He felt that it wasn't because they didn't know about the election, but rather that they just didn't care.

Cyndy Martin added that in 2012, for the General Election, there were 1,840 voters that turned out to the polls, yet we can't get 200 voters out to the March township election.

- Burl Ives commented about the plowing & maintaining of Sunset Lane, when there is no house on it. He also commented on Stony Point Road – a dead end road, which is partially in an unorganized township. He wondered if the County gave the township some sort of compensation for plowing a portion that is their responsibility to maintain. Supervisor Rosato agreed that Stony Point starts & ends in Harris Twp, with a small curve that extends outside the township. However, the township wants to make sure it's plowed so that township residents on both ends of the road can get out.

13. Adjourn

With no other business to come before the board, a motion was made by Key, seconded by Rosato to adjourn tonight's meeting at 8:03pm. Motion carried.

Respectfully submitted,

Michele Smith, Harris Township Clerk

March 2014 Bill Listing to Board

	Description	Amount
Larry Key	Mtgs, wages, labor, less withholding plus expenses	977.72
Gary Rosato	Mtgs, wages, labor, less withholding	532.63
Dennis Kortekaas	Mtgs, wages, labor, less withholding	568.43
Michele Smith	Mtgs, wages, labor, less withholding plus expenses	1,462.27
Becky Adams	Mtgs, wages, labor, less withholding plus expenses	728.64
Bonnie Key	Cleaning labor, showing, less withholding	325.88
Dan Key	Labor less withholdings	2034.68
Derrick Marttila	Labor less withholdings	2131.68
PERA	ONLINE pmt:: Payroll withholding	1318.41
Blue Cross Blue Shield	health insurance premiums - 4/1-7/1	3003.09
Burggrafs Ace Hardware	invoice 2/14	43.48
CarQuest	invoice ID-310138	27.82
Century Link	February phone service - estimated	295.00
Cole Hardware	puck shovel, mop, handle, ice melt, plug	117.20
Davis Oil	February invoices - fuel	211.17
Jane Dreke	Election Judge 3/11	40.94
Express Employment	rink attendents 2/5, 2/11, 2/19, 2/26	2,077.92
Fastenal	mop bucket wringer combo	165.83
Ferrellgas	Feb fuel charges	442.62
Etta Jane Flohaug	Election Judge 3/11	100.60
Grand Rapids Public Utilities	Utilities; lights and town hall	174.14
Herald Review	Township Elections and Sample Ballot	350.75
Itasca County Auditor	2014 contract snowplowing	21,417.00
Itasca County Fair Board	annual request for funding - 2014 pmt	1,000.00
Itasca County Historical Society	annual request for funding - 2014 pmt	3,253.00
Janicke Bakery	Election cookies	43.20
Joan Johnson	Head election judge 3/11	185.21
Lake Country Power	ONLINE pmt:: energy bill - service center, wendigo, crystal, cemetery	974.59
Charlotte Lorensen	Election Judge 3/11	98.36
MN Benefit Association	Life Insurance Policy for Supervisors, Clerk, Treasurer, Town Hall Supervisor	1,925.00
Minute Man Press	copies for meetings	805.52
ODC	Tabs for FELL Trailers	32.00
PA Jones	spray application-crystal park, city hall, wendigo ball field	1,068.75
Pokegama Lawn And Sport	invoices 50551, 50661	126.04
Range Water	cooler rental march	10.00
S E H	Engineering Services - misc. services	367.50
Stokes	office supplies	77.24
Tundra Restaurant Supply	Walnut Highchair	171.42
Verizon	cell phones through 3/12/14	162.15
Waste Management	3 yd rel on call	16.77
Wells Fargo Bank	ONLINE pmt -Deposit Slips	42.85
Commissioner of Revenue	Payroll withholding :: electronic payment	413.00
EFTPS	Payroll withholding :: electronic payment	2,318.44
Wells Fargo Bank	checking account fee	5.00
Total		\$ 51,643.94

Approval to pay :: March 12, 2014, Checks numbered 16281 through 163

Larry Key

Gary Rosato

Dennis Kortekaas