

Madam Chair Peggy Clayton
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Supervisor Jim Kelley 327-0317
Supervisor Mike Schack 340-8852
Supervisor Ken Haubrich 327-1351
Treasurer Josh Thoennes 398-0617
Clerk Amanda Schultz 244-1811
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Harris Township SINCE 1909



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Mission Statement:
The Harris Town Board strives to enhance the quality of life, protect the environment, and maintain economic stability for the residents of their community.

PLANNING & DEVELOPMENT MEETING OCTOBER 23, 2019, 7:30 pm MINUTES

Present: Chair Peggy Clayton; Supervisors Ken Haubrich, Dennis Kortekaas, Mike Schack; Treasurer Josh Thoennes; and Clerk Amanda Schultz.

Absent: Supervisor Jim Kelley

Chair Clayton called the meeting to order at 7:30 p.m.

1. **Pledge of Allegiance** – The Pledge of Allegiance to the Flag was conducted and the Mission Statement was read.
2. **Additions and Corrections**
Motion to move Item 12C (Schedule Work Session Re: IEDC) to Item 4A2, add Item 4B (Ryan Davies), move Item 12E (Variance Application – Michael Erickson) to Item 4B2, and move Item 8A (ICTV's "The C in ICTV is Community!" event) to Item 4C and approve the agenda as amended by Supervisor Haubrich, seconded by Supervisor Schack, and passed by all, except Kelley absent.
3. **Approve the Minutes**
 - A. Work Session Re: Security & Position Reviews, October 10, 2019
Motion to approve the Work Session minutes Re: Security & Position Reviews of October 10, 2019 by Supervisor Schack, seconded by Supervisor Haubrich, and passed by all, except Kelley absent.
 - B. P&D Meeting, September 25, 2019
Motion to approve the P&D Meeting minutes of September 25, 2019 by Supervisor Haubrich, seconded by Supervisor Kortekaas and passed by all, except Kelley absent.
4. **Business from the Floor**
 - A. Sarah Carling from Community and Economic Development Associates (CEDA), in conjunction with Itasca Economic Development Corporation (IEDC) and Itasca County, provided information regarding her work in rural Itasca County communities to find projects and funding options to help develop and encourage additional revenue tax base in the area. She is scheduling Brainstorming Sessions with these communities to look at project ideas, etc.

A2 Schedule Work Session Re: IEDC

Motion to schedule a Work Session Re: CEDA Brainstorm on November 26, 2019 at 7:00 p.m. at the Town Hall by Supervisor Haubrich, seconded by Supervisor Kortekaas, and passed by all, except Kelley absent.

- B. Ryan Davies presented concerns regarding the Variance Application submitted by Michael Erickson on behalf of himself and two other neighboring parties and requested that the Township Board deny approval of said variance application.

B2 Variance Application – Michael Erickson

Michael Erickson has submitted a Variance Application for property located at 19443 Sunny Beach Circle, Grand Rapids.

Findings of Fact:

1. Are the terms of the variance consistent with the Harris Township Comprehensive Plan? Roll Call: Supervisor Schack, Yes; Supervisor Kelley, Absent; Supervisor Kortekaas, Yes; Supervisor Haubrich, Yes; and Supervisor Clayton, Yes.
2. Without a variance, is the owner deprived of a reasonable use of the property? Roll Call: Supervisor Schack, No; Supervisor Kelley, Absent; Supervisor Kortekaas, No; Supervisor Haubrich, No; and Supervisor Clayton, No.
3. Are the circumstances which justify the variance unique to the property and not created by the applicant? Roll Call: Supervisor Schack, Yes; Supervisor Kelley, Absent; Supervisor Kortekaas, Yes; Supervisor Haubrich, Yes; and Supervisor Clayton, No.
4. If granted, will the variance maintain the essential character of the neighborhood? Roll Call: Supervisor Schack, Yes; Supervisor Kelley, Absent; Supervisor Kortekaas, Yes; Supervisor Haubrich, Yes; and Supervisor Clayton, Yes.
5. Have environmental concerns or precautions been addressed? Roll Call: Supervisor Schack, No; Supervisor Kelley, Absent; Supervisor Kortekaas, No; Supervisor Haubrich, No; and Supervisor Clayton, No. Comments: Request was submitted "after the fact" and work had to be stopped.
6. Have boundary/property lines been found, correctly identified, and agreed upon? Roll Call: Supervisor Schack, N/A; Supervisor Kelley, Absent; Supervisor Kortekaas, N/A; Supervisor Haubrich, N/A; and Supervisor Clayton, N/A. Comments: Supervisors have not been able to view the property.

Motion to not recommend approval of the above variance request, to approve the above Findings of Fact, and to post the November 13, 2019 Site Visit Re: Michael Erickson Variance Application by Supervisor Kortekaas, and seconded by Supervisor Schack, and passed by all, except Kelley absent.

Clerk Schultz will bring the signed application and the findings of fact to the Itasca County Environmental Services Department.

C. ICTV's "The C in ICTV is Community!" event

Beth George of ICTV provided information regarding the upcoming ICTV event and requested attendance by the Harris Township Board.

5. Consent Agenda

Motion to approve the Consent Agenda, as delineated below, by Supervisor Kortekaas, seconded by Supervisor Haubrich, and passed by all, except Kelley absent.

- A. Zoning, Land Use, and Subsurface Sewage Treatment Systems (SSTS) Permits for September 2019

6. Roads - None

7. Recreation

A. Park and Cemetery Inspection Reports

Chair Clayton reviewed the Park and Cemetery Inspection Reports, as submitted for September 2019. Motion to approve the Park and Cemetery Inspection Reports for August was made by Supervisor Haubrich, seconded by Supervisor Kortekaas, and passed by all, except Kelley absent.

B. Rinks

Chair Clayton reported that the Crystal and Wendigo Park rinks have been prepped and flooding will begin as weather allows. Please contact Express Employment if you are interested in serving as a Rink Attendant.

C. Trails Task Force

Supervisor Schack reported that the Driftskippers Snowmobile Club has submitted a request for grant funding to place new signs on their 72 miles of trails. Visit Grand Rapids, in conjunction with Mississippi Headwaters Board, will be adding signage on the river from Schoolcraft State Park to Blackberry Landing. The new pedestrian bridge near the Grand Rapids Area Library is open and is reported to have had over 5,000 users over a two-week time frame. The recent wet weather has caused many DNR trails to be under water. The new bridge West of Hill City is up and running. The DNR starting pulling docks on October 1. Sugar Hills trails are being prepped. Mount Itasca wants to be opened by December 11 and plans to be making snow around Thanksgiving, weather permitting. The Minnesota Youth Deer Hunt took place over MEA weekend. The item was discussed for informational purposes only; no action taken.

8. Correspondence - None

9. Town Hall

A. Town Hall Report

Supervisor Clayton reviewed the Town Hall Report, as submitted for September 2019. Motion to approve the Town Hall Report for September was made by Supervisor Kortekaas, seconded by Supervisor Schack, and passed by all, except Kelley absent.

10. Maintenance

A. Maintenance Report

Supervisor Haubrich reviewed the Maintenance Report, as submitted for September 2019. Motion to approve the Maintenance Report for September was made by Supervisor Kortekaas, seconded by Supervisor Schack, and passed by all, except Kelley absent.

11. Old Business

A. Use of Equipment

Chair Clayton provided a draft incident/accident report form for review. Motion to add the form to the Employee Handbook by Supervisor Haubrich, seconded by Supervisor Schack, and passed by all, except Kelley absent.

B. Stoney Point

Supervisor Haubrich reported that despite various meetings with Itasca County regarding Stoney Point, an agreement has not been reached. It has been decided to look at other options. The item was discussed for informational purposes only; no action taken.

C. New Water Tank for Town Hall

Supervisor Haubrich reported that he is still working on acquiring quotes for installation. Motion to table the New Water Tank item to the November P&D Meeting by Supervisor Haubrich, seconded by Supervisor Kortekaas, and passed by all, except Kelley absent.

12. New Business

A. Job Description – Appointed Treasurer

Motion to approve the updated Job Description for the Appointed Treasurer by Supervisor Schack, seconded by Supervisor Kortekaas, and passed by all, except Kelley absent.

B. Job Description – Appointed Clerk

Motion to approve the updated Job Description for the Appointed Clerk by Supervisor Kortekaas, seconded by Supervisor Haubrich, and passed by all, except Kelley absent.

C. Schedule Work Session Re: Treasurer

Motion to schedule a Closed Work Session Re: Treasurer at 7:00 p.m. on October 30, 2019 at the Town Hall by Supervisor Kortekaas, seconded by Supervisor Schack, and passed by all by roll call vote, except Kelley absent.

13. Bills

A. Treasurer’s Report

Motion to table the Treasurer’s Report for September to the November 13, 2019 Regular Meeting by Supervisor Haubrich, seconded by Supervisor Kortekaas, and passed by all, except Kelley absent.

B. Approve Payments

Treasurer Thoennes reviewed the claims for approval, totaling \$8,854.27. Motion to approve claim numbers 19163-19171 and Electronic Fund Transfers (EFTs) 1-7, in the amount of \$8,854.27 by Supervisor Kortekaas, seconded by Supervisor Haubrich, and passed by all by roll call vote, except Kelley absent. Motion to approve gross payroll in the amount of \$1,070.35 by Supervisor Kortekaas, seconded by Supervisor Schack, and passed by all by roll call vote, except Kelley absent.

14. Public Input

Chair Clayton provided information regarding the upcoming Predatory Offender Public Meeting to be held October 24, 2019 at 6:00 p.m. at the Town Hall.

15. Upcoming Meetings and Events

October 30, 2019	Closed Work Session Re: Treasurer	7:00 pm Town Hall
November 4, 2019	Township Association Meeting	7:00 pm Blandin Foundation
November 13, 2019	Site Visit Re: Michael Erickson	9:00 am 19943 Sunny Beach Circle
	Variance Application	
November 13, 2019	Regular Meeting	7:30 pm Town Hall
November 26, 2019	Work Session Re: CEDA Brainstorm	7:00 pm Town Hall
November 27, 2019	P and D Meeting	7:30 pm Town Hall

16. Adjourn

There being no further business to be discussed, a motion was made to adjourn the meeting by Supervisor Kortekaas, seconded by Supervisor Schack, and passed by all, except Kelley absent, at 8:43 p.m.

Submitted by: Amanda Schultz
Amanda Schultz, Clerk

Signed by: Peggy Clayton
Peggy Clayton, Chair