

**MINUTES from the P&D Meeting
Harris Township Board
Wednesday, April 24, 2013 at 7:30pm**

The regularly scheduled P&D Meeting of the Harris Town Board was held on Wednesday, April 24, 2013. The meeting was called to order at 7:30pm by Chairman Kortekaas at the Harris Town Hall, with the following officers present: Supervisors Gary Rosato, Dennis Kortekaas, Larry Key, and Treasurer Becky Adams and Clerk Michele Smith. *Absent: none.*

Also in attendance: Julie Kennedy – SEH Road Engineer, and resident Dan Butterfield.

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

2. Variance Application by Dale Vroman / *Agent: Troy Odden*, for property on Co. Rd 455 Carlson Lake, Part of Lot 5, S. 32, 54-25 | Parcel #19-032-1401

*This variance would allow the applicant to construct the proposed dwelling (including a garage, deck, driveway, and parking area) 130' from Carlson Lake, with a structure height of 35'. New septic system and well will be installed and meet all state and county requirements. Existing buffer along the lakeshore will be maintained. The location of the building site is the most suitable area in terms of maintaining the essential character of the locality, and has the least impact on wetlands and limits of clearing. **Due to the topography and wetlands, a variance is required due to proposed structure cannot meet the minimum lake setback requirement of 200', and the building height limit of 25'.***

Site viewing by County Board of Adjustment: May 6th, at 12:00 p.m. at site noted above

Public Hearing of County Planning Commission / Board of Adjustment: May 8th at 9:00 a.m – County Boardroom

The board understood that agent Troy Odden is purchasing the property from Vroman, under the condition that the variance noted above is approved. Clerk Smith spoke with Odden to advise him that the board would review the variance application during tonight's meeting. He was unable to attend the meeting, however, as he lives in Texas. He agreed to be available for a conference call, should the board have any questions.

Supervisor Rosato said he'd spent time reviewing the packet of information supplied by the county and Odden, and commented that he was familiar with the parcel on Carlson Lake. He commented that it was an isolated area, with a lot of swamp land.

The Board discussed dwelling location options as presented in the packet. The Harris Township "Facts of Findings" form was then reviewed, and all questions were answered in the affirmative.

A concern voiced by Supervisor Key was regarding the height of building being 10 feet higher than allowed. His concern was because it could obstruct the view to the lake if someone else builds nearby. However, given the land type, Key noted that this was not likely, and therefore was not a major concern.

Rosato commented that he had no concerns beyond the scope of Itasca County rules and regulations. The rest of the board agreed.

A motion was made by Supervisor Key, seconded by Supervisor Rosato, to recommend approval of the variance application from Dale Vroman / Agent: Troy Odden, for property on Co. Rd 455 Carlson Lake, part of Lot 5, S. 32, 54-25 | Parcel #19-032-1401. Upon roll call, motion carried by a unanimous vote.

The application was signed by Chairman Kortekaas and will be returned with the facts of finds form to the county by Clerk Smith.

3. ICC Engineering Student Interns – Project updates

- The interns did not attend tonight’s meeting. Julie Kennedy explained that they are still working on the costs and maps of proposed trails, and working on compiling the township newsletter. A draft will be sent to the officers to review prior to mailing out.
- Supervisor Kortekaas stated that he reviewed an email from the Trails Task Force regarding a steering committee to discuss multi-purpose trails. Kortekaas has agreed to serve.

4. Business from the Floor

- N/A

5. Roads

- Julie Kennedy – SEH Road Engineer: Road project updates
 - Kennedy and Supervisor Key walked Robinson Road and Stony Point Road to review some problem areas prior to the overlay project this summer. They found that some stumps and bituminous need to be removed from Stony Point Road. Kennedy will determine estimated costs for this work, and bring to the May 8th Regular Meeting for board consideration.
 - When asked if there were any concerns on the Westwood Roads, the board replied “no” – that jsut the overlay paving should be fine.
 - The board discussed that Ruff Shores Road was not included in the Southwood Road paving project bid specs, but they now wondered if it should have been included – and discussed if it should be added since it’s a short (apx 600 foot) road spur directly off of Southwood Road. Kennedy commented that pavers will probably never come that close again for a long time, so if the board ever wanted to overlay it, this would be a great time, to save on mobilization costs.

A motion was made by Supervisor Rosato to include Ruff Shores Road in the pavement project, to a distance designated by the township’s road engineer, to be done at the same time that Southwood Road is overlaid. Supervisor Key seconded the motion, and upon roll call, motion passed by a unanimous vote.

Kennedy will provide the clerk with information for consideration at May 8th meeting, regarding bids for Southwood/Robinson project, as well as the gravel road projects.

- Other road issues / concerns
 - Julie Kennedy announced that she has officially accepted the position of Grand Rapids City Engineer, and her last day with SEH is May 30th as she starts with the city on May 31st. Since the township has contracted with SEH – not with her personally – Kennedy is recommending that Glen Hodgson take her place in working with the township. Kennedy proposed to bring him to meet the board during the May 8th Regular meeting, as she will *not* be able to attend the May P&D meeting, which is also the annual road meeting. The board congratulated Kennedy on her new job, and thanked her for 9 years of great service to Harris Township as their road engineer.
 - An onsite Southwood Road meeting was held this evening, as posted. The purpose of the inspection was to review resident drainage concerns in the area of the Bignall residence at 32771 Southwood Road (near Pine Landing). Supervisor Rosato reported that he, Supervisor Kortekaas, Supervisor Key, Julie Kennedy, and residents Barney & Julie Bignall were in attendance.

The water problem was reviewed, and the location where water runs over road and onto Bignall’s yard was identified. Suggestions for improvement were made by board to the residents, but no decision or conclusion was determined. One such suggestion was to put in a culvert where the water runs over the road; however, the Bignall’s do not want a culvert there.

Key suggested that the township needed to find the culvert that is supposed to be under Pine Landing and get it working, as well as clean out ditches and figure out how to keep water from running over Pine Landing Road. If water is over the road, it’s likely a hazard and the township needs

to do something about it. Right now there are traverse cracks in road – but road bed isn't too bad, though has been damaged a bit from washout. The overlay on Southwood will fix the cracks but only until the first freeze/thaw.

Kennedy stated that from an engineering standpoint, she'd recommend cleaning out the ditch and putting in a culvert where the water goes over the road – in the low spot. She added that a new road crown will help a little bit when repaved, but sloping the road to the north was not recommended, as suggested by the resident.

The board summarized that after viewing the property, and where the water crosses the road, the residents in the area are not in agreement with the road engineer and board's suggestions for improvement. As a result, **the board decided to monitor the situation for the next 2 weeks, and will reconsider at the May 8th meeting.** Julie reminded the board that they had decided not to include any drainage improvements on Southwood Road as part of 2013 pavement project. However, if it's to be included, she will need to know by the May 8th meeting for bidding purposes.

○ Wendigo Park Road:

There is a hole in the middle of Wendigo Park Road near Gunderson's field, from a tree stump coming up from the road bed, and part of the bituminous is washed away. Julie Kennedy noted that the pavement project on this road is not yet closed out, as the spring thaw cycle has not been completed. The board asked Julie to look at the damage area and report to Key.

○ Missing stop sign:

Rosato received a report of a downed or missing stop sign at the intersection of Sunny Beach Road and Wendigo Park Road. A temporary sign up has been put up, per Supervisor Key.

6. Recreation

Mike Hendricks called Supervisor Key as he'd hoped to be at tonight's meeting to give an update on the court replacement costs, but something came up and he was unable to attend. Hendricks is planning to attend the May 8th meeting instead.

7. Town Hall Report – for March 12 to April 6, 2013

The board reviewed the summary report provided by the Town Hall Caretaker, as well as her regular report received at tonight's meeting. There were 18 rentals, and no accidents or damages reported.

8. Maintenance Report for March, 2013

The board reviewed the monthly report as supplied by the township maintenance crew. There were no concerns or comments.

9. Old Business

- Review bids for portable bathrooms – from Northland Portables and Portable John – and consider award of the contract.

Portable bathrooms are desired at the 2 parks and the cemetery – all ADA (handicapped accessible), and year round. In addition, regular size portable bathrooms were needed at the 3 public landings (Mishawaka, Troop town and LaPlant), but only for apx 6 months (May – November).

Northland Portables:

- Standard restroom with hand sanitizer - \$79/mo (4 week mo.)
- ADA handicapped restroom with sanitizer - \$99/mo (4 week mo)
- Prices included weekly winterization fee (Nov – Apr), delivery, set up, and pick up.
- Restrooms are inspected and cleaned weekly, pressured washed, sprayed for insects, and treated with mulberry deodorizer. Rubber mats are included for the parks during the winter months (to prevent skaters from slipping)

Portable John

Quote received was in a different format than Northland Portables, so it was hard to compare:

- For Seasonal restrooms at Wendigo Picnic Park (ADA), Mishawaka, Trooptown and LaPlant landings (3 regular), the cost was \$1,525 for May 13 – Nov 25.
- For the year round restrooms, at Crystal park, Wendigo Park, and the Cemetery – all ADA – the cost was \$1710 per 6 month period, or \$3,420 total for the year.

The clerk recommended requesting a different quote format from Portable John for easier comparison to Northland Portable's quote, and tabling a decision on the contract until the May 8th regular meeting. Usually, the bathrooms need to be at the landings by opening weekend of fishing – which is May 11.

Kortekaas agreed to contact Portable John – the township's current contractor – and request a per bathroom cost, per month. He will provide to the clerk for the May 8th meeting.

- Go through draft Resolution #2013-004: A Resolution Establishing an Administrative Policy (to replace former Resolution #2003-008) and discuss any changes or corrections needed prior to adoption.

Clerk Smith read aloud the entire resolution, and minor grammatical changes were noted. Overall, the board liked the resolution as presented. Smith will revise and place on the consent agenda for board approval at the May 8th Regular Meeting.

- New truck

Supervisor informed the board that he had begun looking into replacing the three quarter ton truck, and wants to replace it with a 1 ton truck. Key has contacted Bob O'Hare – for a GM fleet vehicle price. He'll keep the board advised.

- Gravelly mower

The Gravelly riding lawn mower is scheduled for replacement in 2013, but Supervisor Key reported that it is still in good shape, and that he and maintenance crew want to keep it for at least another year...maybe two. The board did not see any problems in doing this.

10. New Business

- Public Meeting on Shared Fire Department Services

Supervisor Kortekaas reported on a meeting he attended regarding a cooperative services feasibility study for shared fire and emergency services. The Grand Rapid Fire Department (GRFD) is participating in a shared services study that is being funded in part by a grant awarded to the Hibbing Fire Department. The public input session he attended was Phase II of the three phase study. Typed notes were provided to the board from Kortekaas, and a copy will be attached to these minutes, along with handouts from the meeting.

11. Public Input

- None

12. Adjourn

A motion to adjourn tonight's meeting was made at 9:47 p.m. by Supervisor Key, and seconded by Supervisor Rosato. The meeting was adjourned.

Respectfully submitted,

Michele Smith – Harris Township Clerk