

**MINUTES from the P&D Meeting
Harris Township Board
Wednesday, September 24, 2014 at 7:30pm**

The regularly scheduled Planning & Development Meeting of the Harris Town Board was held on Wednesday, September 24, 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, Dennis Kortekaas, Jim Kelley and Burl Ives, Clerk Michele Smith and Treasurer Becky Adams. *Absent: None.*

Also in attendance: Glen Hodgson – road engineer from SEH, and residents Ed and Sue Casper, Barney Bignall, Bonnie Key, Cyndy Martin, Judy Myers, Dan Butterfield, and Marge Kelley.

1. Pledge to the flag

2. Business from the Floor

- Edward Casper – 29137 Sunny Beach Rd, Parcel #19-620-0170

Ed Casper asked the board about a strip of land next to his property on Sunny Beach Road. It's a small strip of land with access to Pokegama lake, half of which the township abandoned many years ago and half of which is sitting in limbo. A copy of the county GIS map was reviewed by the board, and they noted that the portion of land Casper is inquiring about does *not* have a parcel number. The abandoned portion does: 19-023-4106.

Casper would like the unlabeled portion of the strip abandoned so he could use it to meet setback requirements for building storage shed on his parcel. He did not think the township had ever done any maintenance to it. He talked to the county and to an attorney, and both agreed that if Harris Township does abandon the remaining strip, that the land then goes to the adjacent platted landowner(s) - which is just him. He's on the end of the Wendigo Park plat, and the landowner on the other side of the strip (Reed) is in a *non*-platted area.

The board discussed that this strip was likely a dedicated public access, which was required years ago when plats were done; every so many lots, there had to be a public access. However, the board was not certain if this parcel was part of the plat. The abandon portion's parcel number was *not* in sync with the others in the plat – as the second set of numbers (023) are different than those in the plat (620) – and actually matches that of the Reed non-platted parcel.

Supervisor Rosato had driven by Casper's recently and wondered what the dimensions of the strip were. Casper commented that he has a survey lined up, but didn't yet know the width; he felt it was very narrow.

Supervisor Key suggested having the township's attorney look at this issue. Since its public property, the board needs to find out if the township *can* legally abandon it. And just because the other half was abandoned previously, doesn't mean it was legal to do so.

Key then put his suggestion into a motion, to have attorney Andrew Shaw review the public land strip (with no parcel number) to determine if the board could legally abandon it - if desired. The motion was seconded by Supervisor Ives. Discussion: Glen Hodgson recommended to the board that if they do abandon it, that a portion be reserved for a ROW easement. Upon roll call, motion passed by a unanimous vote.

Supervisor Key agreed to talk to attorney Shaw about Mr. Casper's request and report back to the board.

3. Roads

- Updates on 2014 road projects (Glen Hodgson – SEH)

- Field Crest

The bituminous patch was completed yesterday, to repair the area that had washed out this past spring/summer.

- Sunny Beach Road:
 - Braun Intertec has taken the pavement core samples on Sunny Beach Road. Hodgson had not yet received the results to determine the condition of the road bed.
 - The Neighborhood Meeting for Sunny Beach is scheduled for Wednesday, October 1st at 7:00pm at the town hall. SEH sent out invitation letters to 190 residents along that road. Hodgson added his name and contact information to the letter. He's received 5 calls or emails so far with comments about the road.
- Underwood (east), Lakeview, and Harbor Heights roads

The reclamation part of the 2014 pavement project has been completed on all three of the roads (Underwood Road-east, Lakeview and Harbor Heights). The paving crew is scheduled to start on Monday 9/29/14 and would probably take two days to complete. There would then be some clean up after that.

Hodgson and Supervisor Key did take a tour of these three roads on Monday. All look good except Lakeview – which had a few soft & wet spots in the sub grade. However, these wet areas have been reduced by 80% by just the favorable warm and dry weather. Anything that remains soft after paving, will be addressed per Hodgson.
- Underwood (west)

Hodgson commented that while the work could not be done this year, he's working on getting a permit to clean out the ditch of Underwood Road west. Supervisor Ives added that he recently viewed the ditches, and commented that they are very dry; he wished the county and DNR could view the dry ditch as well.
- Mishawaka Shores Trail Road

Supervisor Ives talked to the resident at who contacted the board about the cracking of their road, and the growth coming up in the cracks. Ives advised him that the board will look into crack sealing next year.
- Breezy Lane - resident unhappy with grading

Supervisor Key received a call from a Breezy Lane resident who lives at the end of the road (on the cul-de-sac), regarding the grading. She does not want the road graded *at all*, and got into a heated and threatening argument with the grader operator the last time he was there. There are a total of two residents on this road; she is one.

Key added he talked to her last year as well, and explained that the gravel needs to be turned up 2x year to have a crown. She, however, feels the grading is removing the gravel off the road. Key felt a deputy sheriff will be needed the next time the road is graded.

The board explored options on how to handle the situation. One suggestion was drafting a letter to the resident, and having law enforcement deliver it, which would explain that the township owns the road and needs to maintain it. However, it was agreed that the township attorney should draw up the letter, and serve notice to the resident on Breezy Lane.

Supervisor Ives then made a motion, seconded by Supervisor Kelley, to have attorney Andrew Shaw draw up a letter to send certified to the resident on Breezy Lane who is interfering with the grading process. Upon roll call, motion passed by a unanimous vote.

Supervisor Key agreed to contact Andrew Shaw accordingly.

- Robinson Road

One of the supervisors received a call from a resident on Robinson Road regarding drainage. Hodgson agreed to go out and look at it.
- Road projects timing

Supervisor Key expressed the importance of starting future road projects earlier than they did this year. He felt they were really pushing the limits this year for good results. Hodgson agreed that technically, they do not recommend putting down bituminous after October 15th – depending on the weather. He further recommended that if projects can be bid in April/May, and started in June, that

it would be much better overall (pricing and results) than starting projects in September. However, Hodgson noted that this would mean the board would need to decide which roads to repair by Dec/Jan. Key added that any time the township can repair roads in the same area as county's road repair projects, the township can save a lot of money by bidding the roads together.

4. Recreation

- N/A

5. Town Hall Report

The town hall report as submitted by the Town Hall Caretaker was reviewed by the board. There were 15 rentals, and a total of \$450.00 collected. 6 of the rentals were by the town board and for elections (no fees collected), and the other 9 rentals were by residents.

6. Maintenance Report

The board reviewed the August maintenance report as submitted by the township Maintenance Crew. It was noted that a patch at Casper boat landing was completed due to tar breaking off.

7. Old Business

- Response from ICTV regarding filming of P&D meetings (see email – plus update from Becky Adams)

Treasurer Adams explained that at the last Cable Commission Meeting, the filming of Harris Town Board Planning & Development Meetings was on the agenda. Overall, ICTV has put the 4th Wednesday on their schedule for the P&D meeting, and supported doing so due to size of township and all that is discussed and decided upon at those meetings. ICTV stated they will start filming with the November P&D meeting; they will be recorded and played back, but once Mediacom internet is installed at the town hall, they can broadcast live.

With regards to the township getting DVDs of the recorded meetings, the board agreed this was not necessary as they are available to watch online at the ICTV website.

- Discussion regarding improvements at the Community Complex Site (Glen Hodgson)

Hodgson brought several aerial maps of the Service Center and Cemetery properties for the board to review, and red pens for the board to do some planning of what should go where. This was done at the end of the meeting, just prior to adjournment. Overall, each supervisor took a map and will individually review and bring issues and suggestions back to Glen at a later date.

- Mediacom at town hall

Supervisor Ives has communicated with the Mediacom representative; Ives will meet with a technician on Monday for a site inspection and to discuss installation.

8. New Business

- Budget to actual report for 2014 (Becky Adams)

Treasurer Adams shared the budget to actual reports for all funds, for expenses as of the end of August 2014. Overall, spending in comparison to the budget looked good per Adams. At this time of year, the amount spent should be around 70-75% of the budget and all funds fell into this amount or less. The Road Fund was significantly under spent to date, but Adams reminded the board that there is a large payment yet to come out of this fund for the paved road project. Adams felt the township should be within budget at the end of the 2014 year.

- Collaborative Opportunities Meeting agenda for Oct 1, 2014 & minutes from August 28th meeting

The board discussed who has been attending these collaborative meetings; Supervisor Ives has been attending the meetings regularly, but Supervisor Key has not been able to. Supervisor Rosato attends when he can. They further discussed that only two supervisors should attend, to avoid having a quorum of the board there. It was agreed that Ives and Rosato would attend.

Supervisor Ives then gave a report out of the August 28th meeting; he commented that Minnesota Representative Tom Anzelc gave long talk regarding the new local city tax in Grand Rapids. The City then updated the group with what they'd like to see the additional tax money use for – which primarily was property tax relief.

9. Public Input

- **Judy Myers** volunteered, along with Cyndy Martin, to take up the quarterly newsletter project as they felt it was a valuable form of communication that is currently missed by residents of the township. The process was discussed briefly, and the board agreed that they do want to review the newsletter prior to publication, as has always been done in the past. A rough draft can be sent to the clerk, with final review/approval by the board. The clerk agreed to help with mailing list and getting the final draft out to Treasure Bay. Myers stated that she would still like articles from board members to include in the newsletter.

Supervisor Ives made a motion, seconded by Supervisor Kelley, to approve Judy Myers and Cyndy Martin voluntarily taking on the publication of a quarterly township newsletter, with a draft to be sent to the clerk and final approval by the board. Upon calling the vote, the motion passed by a unanimous vote – and a thank you to Myers and Martin for volunteering.

- **Dan Butterfield** shared that he rode with the ATV club to review the trails from Cub Foods to 9 mile corner.

10. Adjourn

A motion to adjourn tonight's P&D meeting was made by Supervisor Ives, and seconded by Supervisor Kelley, at 8:58pm. The meeting was adjourned.

Respectfully submitted,

Michele Smith – Harris Township Clerk