

**MINUTES from the P&D Meeting**  
**Harris Township Board**  
**Wednesday, November 18, 2015 at 7:30pm**

The regularly scheduled Planning & Development Meeting of the Harris Town Board was held on Wednesday, November 18, 2015. 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, Dennis Kortekaas, Jim Kelley, Ken Haubrich, and Burl Ives, as well as Clerk Michele Smith and Treasurer Becky Adams. *Absent:* None

Also in attendance: Glen Hodgson, road engineer from SEH, Paul Donna, from Robert W. Baird & Co., Roger Hoyum, from JDI Net, and approximately 12 township residents.

**1. Pledge to the flag**

**2. Business from the Floor**

- None

**3. Consent Agenda**

- None

**4. Roads**

- Discuss results of the Public Hearing that took place tonight 11/18/15 at 6:00pm, regarding the township's five year street reconstruction plan and intent to issue general obligation bonds for financing the plan.

The board discussed that there was a great turnout for tonight's public hearing; approximately 50 residents attended, and over 35 emails were received. Overall, they were in favor apx 3:1 to move forward with the bonding process to get the roads fixed as proposed in the 5-year road plan.

- Consider approval of Resolution #2015-011 -*Resolution Approving Street Reconstruction Plan and Authorizing the Issuance of Approximately \$3,000,000 in General Obligation Street Reconstruction Bonds Thereafter*

***A motion was then made by Supervisor Ives, and seconded by Supervisor Haubrich, to approve Resolution #2015-011 -Resolution Approving Street Reconstruction Plan and Authorizing the Issuance of Approximately \$3,000,000 in General Obligation Street Reconstruction Bonds Thereafter. The motion passed by a unanimous vote, and was hereby adopted.***

Next steps: The approval of resolution 2015-011 starts a 30 day waiting period in which residents can petition the board to put the question of bonding on the township ballot in March. The number of signatures needed is at least 5% of the votes cast in the last municipal (township) general election. The Clerk shared that the number of ballots cast during the township's March 2015 election was 110. Thus 5% would be 6 people who would need to sign the petition. Some audience members who were not in favor of bonding commented that a petition would be forthcoming.

- Glen Hodgson, SEH Road Engineer – updates
  - *Underwood Road – west:* Hodgson commented that he reviewed Underwood Road west, after the overlay and ditching project due to the recent rain the past several days. He did notice a couple places where water was not draining, but said these were areas where they were not allowed to drain due to the wetlands.
  - *Sunny Beach Road – cost of additional borings:* Supervisor Ives asked Hodgson if he had a rough idea of what it would cost to do more borings on Sunny Beach Road near Peter Miskovich's, who has voiced his concerns at a previous meeting about the steepness of his driveway and the hope that the road bed could be lowered in this area. Hodgson responded that to have Braun do borings, it would be at least \$10,000 – and that was for borings only, not for any actual work.

- Other road issues/concerns/comments

- Lakeview Trail – Request to become a township or county road; see email from Gail Peterson

An email was received by the clerk, and shared with Chairman Rosato, regarding a request for Lakeview Trail – which is a dirt road near Lakeview Drive - to be taken over by the township or county. It's currently a private road. Gail Peterson was not in the audience tonight, but another resident of Lakeview Trail was (Greg Ewen)

Ewen commented that there are 4 homes on Lakeview Trail currently, but that all 9 lots are sold. He was told by Rajala that once all the lots were sold, they could turn over the road to the township or county. He's since learned that is not the case.

Supervisor Rosato commented that he has also been asked if the township would consider taking over several other roads: Wendigo Circle (gravel) and Kathryn Avenue & Nicolas Street of Oak Island Estates (both paved).

He noted that Harris Township does have a policy for accepting new roads, but that the process needs to be reviewed by the board as it had been some time since they'd 'established' a new township road. Rosato also wondered if their attorney would need to be involved.

***A motion was then made by Supervisor Ives, seconded by Supervisor Kelley, to review Lakeview Trail, Wendigo Circle, and the two Oak Island Estates roads, Kathryn Avenue and Nicholas Street for consideration to become town roads. The motion passed by a unanimous vote.***

- Review "Harris Township's Policy for Establishing a Town Road"

The board agreed to review the policy and requirements for establishing a new road that the clerk provided in the agenda packets for a later discussion on the roads noted above.

## 5. Recreation

- Determine which boat landings get portable bathrooms during winter months (see email from Northland Portables)

Clerk Smith shared that Northland Portables contacted her to confirm which public landings should have portable bathrooms for the winter months, Dec 1<sup>st</sup> – March 1<sup>st</sup>. Their proposal previously considered by the board was for two bathrooms at LaPlant Landing and Mishawaka Landing but she wondered if perhaps the township would also like one placed at Casper (aka Troop Town) landing. The maintenance crew had commented they felt a bathroom at Casper landing would be used quite heavily.

***A motion was made by Supervisor Kortekaas, and seconded by Supervisor Kelley, to put out three portable bathrooms from Dec 1, 2015 to March 1, 2016, rather than two as previously approved; they were to be placed at LaPlant Landing, Mishawaka Landing, and Casper Landing. The motion passed by a unanimous vote.***

Clerk Smith will let Northland Portables know of the board's decision.

## 6. Town Hall Report dated 10/14/15 – 11/4/15

The board reviewed the town hall report as submitted by the town hall caretaker. There were 11 resident rentals and 6 board function rentals; \$275 was collected.

## 7. Maintenance Report for October 12 – November 6, 2015

The board reviewed the maintenance report as submitted by the maintenance crew. Docks are out.

The board then discussed the positive comments they'd heard regarding the flashing lights on the two stop signs of Wendigo Park Road at the intersection Harris Town Road, and the requests they'd received to have lights put on the other two stop signs on Harris Town Road, for added safety.

***A motion was then made by Supervisor Kelley to put flashing solar lights on the 2 stop signs on Harris Town Road, at the intersection with Wendigo Park Road. The motion was seconded by***

**Supervisor Kortekaas. Discussion: Should there also be a flashing light placed on the stop sign of Sunny Beach Road, where it meets Harris Town Road? The board agreed this would be a good idea. Supervisor Kelly amended his motion to include a flashing light on the one stop sign of Sunny Beach Road where it meets Harris Town Road. Supervisor Kortekaas seconded the amended motion. The motion passed by a unanimous vote.**

## 8. Old Business

- Township Email Account Options (tabled from 10/28/15 P&D Meeting)

Roger Hoyum from JDI Net was in attendance and shared a proposal of email account options to the board. (A copy of his handout will be attached to these minutes.)

Hoyum reviewed the different types of email account types and access methods, and offered 4 different government plans and options, with prices quoted per person per year. Costs ranged from \$43.50/per user/year to \$235.50/per user/year which also included Office Applications software (Word, Excel, PowerPoint, etc.) which could be installed on up to 5 devices. The most expensive option also included Skype for Business. Not included in the rates was antivirus and malware protection, and set up costs per user. Also, JDI Net does not host websites, but they do work with hosting agencies, if interested.

Hoyum shared that plans he offered all included email that would be maintained on a server in the cloud, and backed up. Email storage was 50 GB, and email could be viewed from any computer or smart phone, so if a phone was lost or a computer damaged, the email would still be accessible from a new device.

Supervisor Ives shared that his concern was that the board is currently using their own personal emails for township business. And, if there's a lawsuit, their emails are susceptible to investigation. He'd like for all officers and employees to have a "harris township" specific email for related work - only. He'd also like to see all township owned computers have their firewalls up to date.

- Consider PC Refresh proposal for business email services for township officers / employees

The board reviewed the PC Refresh proposal which was requested by the board.

**Supervisor Ives made a motion to table the matter of township emails and proposals until the December 9<sup>th</sup>, 2015 Regular Meeting, so there'd be time to talk with PC Refresh about their proposal, as well as ask Hoyum any questions they may have. The motion was seconded by Supervisor Kelley, and passed by a unanimous vote.**

- Consider proposals for water softeners at Harris Town Hall (tabled from 10/28/15 P&D Meeting)
  - Range Water Conditioning
  - Culligan

Chairman Rosato commented that when these proposals were originally reviewed, some of the board questioned whether a water softener was needed at the town hall.

**Supervisor Ives made a motion to NOT accept either proposal for a water softener for the town hall, as the need for one was not clear. The motion was seconded by Supervisor Haubrich. Ives, Kelley, Haubrich and Rosato voted in favor of the motion, and Kortekaas voted in opposition. Motion carried.**

## 9. New Business

- None

## 10. Public Input

- None

## 11. Upcoming meetings/events

- Wed. Dec 9 Regular Meeting ..... 7:30pm Harris Town Hall

- Mon Dec 14 Itasca County Twp Association Meeting..... 7:00pm Itasca Co. Courthouse
- Tues. Dec 29 First day to file for township office: Clerk (2 yr term) and Supervisor A (3 yr term); cost \$2.00  
Filing period ends at 5:00pm on Tue. Jan 12, 2016.

**12. Adjourn**

***With no other business to come before the board, a motion was made at 8:19 p.m. by Supervisor Kortekaas, seconded by Supervisor Haubrich, to adjourn the meeting. Motion passed.***

Respectfully submitted,

Michele Smith – Harris Township Clerk