

**MINUTES from the P&D Meeting  
Harris Township Board  
Wednesday, June 24, 2015 at 7:30pm**

The regularly scheduled Planning & Development Meeting of the Harris Town Board was held on Wednesday, June 24, 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, and residents Marge Kelley and Cyndy Martin.

**1. Pledge to the flag**

**2. Business from the Floor**

- None

**3. Consent Agenda**

- None

**4. Roads**

- Glen Hodgson – SEH Road Engineer (*see related SEH memorandums in agenda packet, dated 6/19, 6/22, & 6/23*)

- Alicia Place Pavement Patching Quote

Hodgson met with Hawkinson Construction at 28606 Alicia Place, where an old stump is beginning to push through the pavement and causing damage. A work plan to remove the stump and repair the pavement was discussed.

Hawkinson submitted an estimate for \$5,230.00 (*copy attached to these minutes*). Hodgson commented that because the actual size of stump is not known, the actual cost may be more or less depending on actual size of stump once they do the work. He added that the timing of the work would be at the same time as Sunny Beach Road patching is done, week of July 13<sup>th</sup>.

The board added that if the township maintenance crew had time, they could do traffic control for a savings of \$500.00.

Chairman Rosato commented that because the township did not plan to improve Alicia Place for 5 years or more, any repairs to the cracking of the road and the adjacent driveway would be worth it.

***A motion was made by Supervisor Kelley, seconded by Supervisor Ives, to accept the estimate from Hawkinson Construction for \$5,230.00 for the stump removal and fix on Alicia Place, with the understanding that if time allows, our crew would do the traffic control flagging (apx 4 hrs), and with the understanding that their price could go up or down depending on size of stump. The motion passed by unanimous vote.***

- Addendum to Sunny Beach Road Preliminary Engineering Report

At the special meeting held June 3, 2015, SEH presented the Preliminary Engineering Report for the Sunny Beach Road and Isleview Road areas. Based on discussions at that meeting, several items were requested of SEH by the board. A memo from SEH dated June 18, 2015 was shared with the board which summarized the requests. In brief:

1. Can the Sunny Beach Road project be split into three phases?
  - Yes – but it would cost more overall. The total of the initial estimate for the entire road was \$2,353,538. If done in 3 phases, the total cost of the 3 segments would be \$2,567,939 or apx \$214,000 more than if done all at one time.
2. Can the elevation of the road in ‘subgrade correction area 1’ be raised to reduce the possibility that the road would flood?

- After discussing with Braun Intertec, SEH agreed the road could be raised 1.5 feet to match the elevation of the highest recorded lake elevation of 1,278 feet. A cost estimate for this was included for the board's review. It was also noted that if the roadway was raised, a wetland impact would occur due to the widening of the base. Hodgson commented that a wetland permit would be needed prior to doing this work, and recommended starting the permit process in 2015 for work in 2016 based on the time that was needed for the wetland permit process on Underwood Road-west.
- 3. Updated maps were provided for Exhibit 1.1, Exhibit 1A.1, and estimates of probable cost for each of the three segments were provided:
  - Segment 1 (Harris Town Road to Adair Road): \$1,117,214.48
  - Segment 2 (Adair Road to Wendigo Park Road): \$ 730,296.43
  - Segment 3 (Wendigo Park Road to Wendigo Road): \$ 720,428.15

Board discussion:

Rosato suggested doing segment 2 (only) for 2016 – an estimated cost of \$730,296 – as it's the worst of the 3 segments. He added that segment 1 is not that bad; it's not falling apart. And, the township had improved Sunny Beach Road in segments in the past.

Ives noted that he would like to see all 3 segments of Sunny Beach Road done at the same time, for mobilization savings, but agreed finding the money is a challenge. He'd like to have a professional come to meeting to discuss the option of bonding with the board.

The board agreed that in depth discussions on Sunny Beach Road are needed; Hodgson suggested holding a work session for this purpose.

***A motion was then made by Supervisor Kortekaas to hold a road work session on Monday, July 6<sup>th</sup> at 7:30pm to discuss Sunny Beach Road in depth. The meeting would be held at the Harris Town if available, or at the Township Service Center if not available. The motion was seconded by Supervisor Kelley and passed by a unanimous vote.***

Clerk Smith will advise the board about the location of the meeting, once she connects with the town hall caretaker, and she will post the meeting accordingly.

Treasurer Adams agreed to contact Barb Baird at the City of Grand Rapids, who suggested the name of a bonding person during a work session with the township, who may be able to advise the board.

- Underwood Road (west) – Project update (Note: Copies of bidding documents and construction plans received by Clerk)
  - Glen Hodgson shared a memo he'd prepared for residents of Underwood Road (west), regarding the road improvement project for 2015. The letters had been printed but not yet delivered to those who own property in area. The board thanked Hodgson for informing the residents.
- Consider quotes for 2015 crack sealing
  - At the May 27<sup>th</sup> meeting, the board discussed a crack sealing project which included the following:
    1. LaPlant Road Boat Landing
    2. Winston-Taylor Road
    3. Wesleyan Drive
    4. Underwood Road (east of Wendigo Park Road)
    5. Mishawaka Road

Hodgson solicited quotes to accomplish this work from three contractors. Two submitted quotes as follows:

- Fahrner Asphalt: \$10,764.00
- Bargaen Incorporated: \$14,532.00

Although Fahrner submitted the low quote, Hodgson recommended that the board reject their quote as it was based on a work plan that did not meet the specifications he provided. Specifically, Fahrner's quote was based on routing cracks to ¾ inch by ¾ inch – not 1 inch by 1 or 1 ¼ inch dimension as specified.

Hodgson informed both companies of his recommendation, and Farmers then submitted a second quote with correct specs and a lower price. However, Hodgson still recommended that the lower quote be rejected as “non-responsive” because the quote was not based on his specifications. And while tempting to save \$3,800, Hodgson believed it would be in violation of the spirit, if not the letter, of Minnesota bidding statutes to allow a contractor to change its quote “after the fact” without allowing the other contractor to do the same. He also touched based with township attorney Andrew Shaw, to discuss the situation; Shaw expressed that he saw no legal problem with Glen’s recommendation to go with Borgen Inc., and would back that recommendation.

Therefore, Hodgson recommend that for traditional crack sealing on LaPlant Road boat landing, Winston-Taylor Road, Wesleyan Drive, Underwood Road-east, and Mishawka Road, that the board accept the quote of Borgen Incorporated for \$14,532.00.

***A motion was then made by Supervisor Ives to approve the Borgen Incorporated quote for \$14,532.00 for traditional crack sealing on LaPlant Road boat landing, Winston-Taylor Road, Wesleyan Drive, Underwood Road-east, and Mishawka Road. The motion was seconded by Supervisor Kortekaas. Discussion: The line item budget for crack sealing in 2015 is \$35,000, so this quote is within the budget. The motion passed by a unanimous vote.***

○ Wide Crack Repairs

Hodgson was asked to get quotes for “wide crack” repair on Mishawaka Shores Trail, and East Harris Road. Hodgson said that both Fahrner and Borgen submitted quotes, but that the material quoted by Fahrner was not equal to Nuvo-Gap. Thus, he shared only the quotes from Borgen as follows:

- Mishawaka Shores      \$8,976.00
- East Harris Road      \$6,120.00

The board discussed if Nuvo Gap was the product that is slippery for motorcycles; Rosato thought it was, but Hodgson wasn’t sure.

***A motion was made by Supervisor Ives to approve the quote from Borgen to use Nuvo Gap on Mishawaka Shores and East Harris Road for a total of \$15,096.00. The motion was seconded by Supervisor Haubrich. Discussion: Why was East Harris Road on the list for wide crack sealing – and not Norberg Drive? These two roads are in the same area and both have equally bad traverse cracks. Hodgson explained he wasn’t asked to get quote for Norberg – just East Harris Road, by Supervisor Ives. Rosato commented that he gets asks for crack filling on Norberg and East Harris, so if one road is crack filled – both should be done. They are both in good shape, but need good crack filling. Rosato suggested that Hodgson ask Borgen for a bid on Norberg Road; there was still apx \$5,500 left in the crack filling budget (after the traditional crack filling is completed), so perhaps they would do it for that amount. Hodgson agreed to get a quote from Borgen.***

***Supervisor Ives then amended his motion to add Norberg Drive for crack fill by Borgen Inc., for an amount not to exceed the total 2015 crackfilling budget of \$35,000 when combined with the 5 roads for normal crack filling, and Mishawaka Shores and East Harris for wide crack filling. The motion was seconded by Supervisor Kelley and passed by a unanimous vote.***

Hodgson agreed to get a hold of Borgen, Inc.

● Other road issues/concerns

- Clerk Smith gave the board township road map copies from Itasca County as updated in 2015

○ Sunny Beach Road pot holes

The large pot holes on Sunny Beach Road, previously discussed by the board at the 6/10/15 Regular Meeting, are a safety hazard, yet Hawkinson cannot fix them until the week of July 13<sup>th</sup>. The board agreed to have the maintenance crew fill the holes with loose gravel or a cold mix, as a ‘band-aid’ for 3 weeks until a more permanent patch can be done by Hawkinson. Hazard signage was also needed, per

the board, as people are driving around the pot holes. Rosato agreed to meet with maintenance crew the next morning.

○ Lakeview Drive – ‘Caution’ sign requested

Supervisor Ives received a phone call from resident on Lakeview Drive (Steve Bergraff), requesting a “Caution – Children at Play” sign. He’d like to see it installed by first corner of Lakeview Drive, where the township had done some ditching. Rosato agreed to bring this up to maintenance crew.

○ Woodbine Road – end not yet fixed

Supervisors Kelley and Haubrich drove all the township roads recently, and noted that the ruts at the end of Woodbine Road had not yet fixed, as had been agreed to by the board.

## 5. Recreation

○ Donation letter – for 4<sup>th</sup> of July Fireworks

A letter was received from Leo Burley and Wayne Thorson, the co-chairmen of the Fireworks Committee, requesting a donation to help fund the annual Independence Day fireworks display on July 4<sup>th</sup>. This is a request the board receives each year.

Supervisor Rosato commented that he felt this type of donation request should be voted on by the residents at the annual meeting.

***There was a motion by Supervisor Kortekaas, a second by Supervisor Kelley, to take no action on the fireworks donation request letter from Burley and Thorson. Motion carried.***

## 6. Town Hall Report dated 6-8-15

- The board reviewed the report as prepared by the Town Hall Caretaker. \$425.00 was collected; there were 11 rentals and 32 cleaning hours reported.
- An additional note was included with the town hall report, expressing the need for a water softener at town hall as the sinks and toilets are rusty. Rosato agreed to add this to the list of items he will review with the town hall care taker.

## 7. Maintenance Report for May 2015

- The board reviewed the report prepared by the Maintenance Crew. One item discussed, under the Building & Grounds section of the report, was the roof over the town hall ramp and that it felt a little unstable when standing on by the crew (to put on gutters). However, Rosato noted that upon further investigation, it was fine.

## 8. Old Business

- Consider options regarding the discrepancy in the number of cemetery sites sold to Don Hafar, Section 1, Block 10 where four sites are unusable as they are in the River Road right-of-way (tabled from 4/22/15 P&D meeting and 5/24)

***A motion was made by Supervisor Rosato, seconded by Supervisor Kortekaas, to table this again to the July 22<sup>nd</sup> P&D meeting, as Rosato and Kortekaas had not yet been able to meet out at the cemetery with the maintenance crew to discuss options – including possibly moving the fence, which would make all sites useable. The motion to table this until 7/22 passed by a unanimous vote***

- Update from ICTV regarding issues of not being able to broadcast ‘live’ (see email)

The ICTV person filming tonight’s meeting explained briefly that the equipment needed to broadcast live on ICTV is still not working, but that meetings are still being *recorded* and broadcast on ICTV.

## 9. New Business

- Local Board of Appeal and Equalization Certification (LBAE) – Rosato

Supervisor Rosato shared that he attended the LBAE training today through the MN Association of Townships (MAT), and completed his certification training for the Local Board of Appeal and Equalization. It will not expire for 4 years, or July 2019. He is currently the only one of the supervisors with this certification.

Rosato commented that they actually went through new “on-line” training process during the MAT short course session, and he was impressed with it. MAT said they will still hold the “live” trainings at least once a year, for those who don’t have access to broadband and online access.

**10. Public Input**

- None

**11. Upcoming meetings/events**

Mon July 6 Special Work Session.....	7:30pm - location TBD
Tues July 7 Motorized Trail Open House for Harris Residents...	6:00pm Harris Town Hall
Wed July 8 Regular Meeting .....	7:30pm Harris Town Hall
Mon July 13 Itasca County Twp Association Meeting .....	7:00pm County Court House - old ICTV room
Wed July 22 Planning & Development Meeting .....	7:30pm Harris Town Hall

**12. Adjourn**

***With no other business to come before the board, a motion was made Supervisor Ives to adjourn tonight’s meeting. Upon a second by Kelley, the meeting was adjourned at 8:53pm.***

Respectfully submitted,

Michele Smith – Harris Town Clerk