

**MINUTES from the P&D Meeting  
Harris Township Board  
Wednesday, August 26, 2015 at 7:30pm**

The regularly scheduled Planning & Development Meeting of the Harris Town Board was held on Wednesday, August 26, 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. *Absent: Treasurer Becky Adams*

Also in attendance: Residents Marge Kelley and Judy Myers.

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

**2. Business from the Floor**

- None

**3. Consent Agenda**

- None

**4. Roads**

- Glen Hodgson – SEH Road Engineer (see related memos)

- Wide-crack sealing update

The NuvoGap wide crack sealing was completed on East Harris Road, Norberg Drive, and Mishawaka Shores Trail. Hodgson commented that this is new technology and he's learned some of the product's limitations. However, he felt it was a good project to have done. Hodgson commented that he does plan to meet with a product representative go over the roads and discuss some issues further. He encouraged the board members to review the roads that had been crackfilled, and provide him with their feedback. He also asked that the supervisors let him know if they hear from any residents of the roads – especially from Mishawaka Shores Trail, as some of the cracks were beyond the scope of what NuvoGap could do. However, it was recognized as a band-aid, to buy some time.

Rosato had shared concerns with Hodgson regarding the wide crack sealing on East Harris and Norberg, which Hodgson will relay to the representative.

Ives commented that he had a call from a member of Mishawaka Shores Association, wondering if the township was filling both large and small cracks. Hodgson commented that it was just the wide cracks being filled on Mishawaka Shores, using NuvoGap.

- Pavement rating system

As requested by the board, Hodgson reviewed and proposed a new rating system for use during the board's annual road review of bituminous roads. A memo with attachments was shared by Hodgson, describing a pavement rating system he felt best suited Harris Township. It was relatively easy to implement and would still give the township a means to rank the condition of all the paved roads in the township. *(A copy of this memo will be attached to these minutes.)*

Hodgson asked the board to review the information for discussion at a later date, and determine if this system was something they'd like to adopt.

- Consider approval of Underwood Road (west) change order #1

The Underwood Road (west) ditching and overlay project was substantially complete, but the contractor (Hawkinson Construction) did run into some extra work including:

- Rock excavation—When the contractor was excavating the ditch, they unexpectedly came across 2 very large boulders. Since the boulders were larger than 1 cubic yard, the specifications allow the contractor to claim extra payment for rock excavation. That work was done on a time and materials basis.

- Select granular borrow—During excavation for the two center line culverts, the excavated material was not suitable for placing back in the trench. Therefore, select granular borrow was hauled in for backfill material
- 18" culvert—The original plans called for only one center line culvert to be replaced. They discovered a second center line culvert that was not on the plan, but needed replacement. The contractor had to have a "rush order" for the additional materials, so this unit price is higher than the original bid item.
- 18" apron—These were placed on either end of the additional culvert. The aprons were also a "rush" order.

In Hodgson's opinion, all the extra work was necessary to satisfactorily complete the road project and so he recommended and requested the board approve the change order, for \$6,600.25.

***Supervisor Kelley made a motion to approve change order #1 by Hawkinson Construction on Underwood Road (west). The motion was seconded by Supervisor Ives, and passed by a unanimous vote.***

- Consider approval of Underwood Road (west) pay estimate #1

Hodgson next requested the board approve payment of pay estimate #1 to Hawkinson Construction, which included the cost of the change order for \$6,600.25. The total payment was for apx \$145,930.65, but Hodgson did not yet have the final quantities and paperwork, but would get that information to the chairman as soon as possible.

***A motion was then made by Supervisor Haubrich to approve pay estimate #1 as recommended by Glen Hodgson, in an apx amount of \$145,930.65 which included the cost of change order #1, and a 2% retainer. The motion was seconded by Supervisor Kelley, which passed by unanimous vote.***

- Road Work Session 'Agenda'

Hodgson commented that he and Treasurer Adams will be meeting this Friday to prepare for the work session on Monday, August 31<sup>st</sup>, on the five – ten year road plan. Supervisor Ives asked if the new road rating system would be discussed at this work session. Rosato said was certainly an option. The clerk agreed to add that purpose to the posted notice of the work session.

- Supervisor Rosato commented that he received a call from a resident regarding some scarring on Underwood Road-west, where the shoulder of the newly overlaid road was scraped. However, after review, Rosato did not feel it was significant enough to repair.

- Other road issues/concerns

None

## 5. Recreation

- Boat Landings

- Supervisor Ives received a call from a Pokegama Lake Association member about **Casper** Landing; the resident was advised by Ives to call Supervisor Kelley as he understood the situation best. Ives also planned to contact the DNR to discuss what could be done to improve the boat landing. Rosato commented that our maintenance crew did add some rock to the landing to prevent erosion, but welcomed an expert's suggestion for any improvements.
- Supervisor Haubrich received a call about the boat landing on **LaPlant Road**. At the dock, the concrete slab is 6 ft away from the dock. This is a longer distance than that at Mishawaka Landing. And, another he looked at was only about 18" away. Haubrich felt it would be safer to have the slabs closer to the dock at LaPlant, and asked if there was a policy regarding the distance of the planks and how far away from the docks they should be placed. Rosato commented that there is *not* currently such a policy, but that he would discuss this with the maintenance crew.

- The board discussed when docks usually are taken out at the landings. No one knew for certain, but thought the docks would still be in through September.

## 6. Town Hall Report dated 8-10-15

The town hall report as prepared by the Town Hall Caretaker was reviewed by the board. There were 22 cleaning hours reported, 12 resident rentals, and 4 deposits were retained for garbage removal. A total of \$450 was collected during the month.

Rosato acknowledged the additional page of notes and requests that were included from the caretaker, and commented that he truly wishes to address these in the next couple of weeks as they have a lot of merit; he'd like to put them on a time table to get done. One item noted was regarding the roadside cleanup along the town board's Adopt a Highway section of River Road; the board thought this would be a good thing to do in September. The Clerk will put this on the agenda for the 9/9/15 Regular Meeting.

## 7. Maintenance Report for July 6 – August 7, 2015

The board reviewed the Maintenance Report as prepared by the maintenance crew, which included an accident report regarding some minor damage that occurred to a township truck and trailer when jackknifing occurred when an intern was backing up. Chairman Rosato conducted an interview to confirm what happened and completed the accident report. There were no injuries – just a couple hundred dollars damage to the truck and trailer. The accident was also reported to Treasurer Adams, who reported the accident to the township's insurance company but it didn't meet the deductible. It was noted that the intern had since resigned.

The board also discussed an item on the monthly maintenance report regarding a 30 mph sign that had been knocked down on Sunny Beach Road. Supervisor Ives asked for clarification on what the lowest legal speed limit was on that road, as he thought it was 35 mph (rather than 30 mph). And if so, the replacement sign should be for 35 mph so that it would truly be legal. Glen Hodgson, road engineer from SEH, recalled that state statute allows a town board to set the speed limit as low as 35, if a certain density is met. And it is met on Sunny Beach Road. Anything lower, however, would require MnDOT approval. The board agreed that it would be a good idea to check with MnDOT into lowering the speed limit on that road.

## 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 7/22/15 P&D meeting)  
Supervisor Kortekaas reported that the discrepancy in sites has been resolved; he talked to the maintenance crew, and by rights the sites should not have been sold due to their location in platted River Road right-of-way. However, the crew flagged the four corners of Section 1 Block 10, and there is enough accessible space to use all 32 sites – including the 4 sites thought previously to be unusable. The Hafar family has been contacted, and are satisfied with the results.
- Round-Table meeting date options with the City of Grand Rapids staff  
At the 8/12/15 Regular Meeting, Rosato reported that he spoke with Julie Kennedy, City of Grand Rapids Engineer, regarding dates for a City/Township "round table" meeting. Kennedy said that any Wednesday in September would work for the city staff. However, upon review of their schedules, the town board did not find a Wednesday evening in September that worked for everyone. Rosato agreed to touch base with Kennedy to ask about meeting in October – specifically Wednesday October 21<sup>st</sup> as that date worked for the board and clerk. Rosato will report back at a September meeting.

## 9. New Business

- None

**10. Public Input**

- Dick Gunderson had a comment about the public landings, and some causes he'd heard about with regards to cement planks movement when boats are launched. He also commented on a letter to editor from a Harris Township resident about tansy, an obnoxious weed, which is along some road ways in the township but that nothing is being done about it.

**11. Upcoming meetings/events**

- Mon Aug 31 Work Session – five to ten year road work plan..... 7:00pm Harris Town Hall (*location confirmed*)
- Wed Sept 9 Regular Meeting ..... 7:30pm Harris Town Hall
- Mon Sept 14 Itasca County Twp Association Meeting ..... 7:00pm Court house
- Wed Sept 23 Planning & Development Meeting ..... 7:30pm Harris Town Hall

**12. Adjourn**

***With no other business to come before the board, a motion was made at 8:22 p.m. by Supervisor Ives, seconded by Supervisor Kelley, to adjourn the meeting. Motion passed.***

Respectfully submitted,

Michele Smith – Harris Township Clerk