

**MINUTES from the REGULAR Meeting
Harris Township Board
Wednesday, March 9, 2016 at 7:30pm**

The Regular Meeting of the Harris Town Board was held on Wednesday, March 9, 2016. The meeting was called to order at 7:30pm, 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: Sara Christenson– SEH road engineer, Marge Kelley, Judy Myers, Bear Gunderson, Dick Gunderson, Paul Hawkinson, Molly Miskovich, Sandra Pint, Mike Vroman.

1. **Pledge to the flag**, followed by the reading of the township mission statement
2. **Consider approval of Minutes** from Regular Meeting on February 10, the Budget Work Session on February 17, and the Planning & Development meeting on February 24, 2016

Motion by Supervisor Kelley, second by Supervisor Kortekaas, to approve the minutes as presented. Motion passed by a unanimous vote.

3. Business from the floor

- Driveway grade on Sunny Beach Road

Paul Hawkinson came to tonight's meeting with Molly Miskovich, a resident of Sunny Beach Road, to again request that the road bed in front of Miskovich's driveway be lowered when construction on Sunny Beach Road is performed this summer. Molly Miskovich explained that they've had several accidents due to the steep grade; and they have 3 kids. There is not option do a switch path, and so now is the time to change the grade if possible. Hawkinson explained that they need a motion by the board to allow SEH to do a survey of the driveway, which would then allow Miskovich to contract with SEH to investigate correction options. Sara Christianson from SEH clarified that because the township already has a contract with SEH, they could do a survey of the Sunny Beach Road driveway area in front of Miskovich's at no cost to the township. However, to have SEH *investigate* the project would have a cost. Molly Miskovich voiced that she is willing to pay for cost of investigation to see if a lower grade would work.

Supervisor Rosato was unclear why the township needed to be involved. Christianson responded that if SEH found it would be best interest of the resident to lower the road in front of Miskovich's driveway, SEH would then need the town board to authorize a change order as its part of the bid for Sunny Beach Road. She also commented that a survey would not cost the township money, as it would be covered under the current contract. However, if a survey is done that is not authorized by the Township, it will cost the resident money. After the survey, the resident could then hire SEH to do the investigative work. Supervisor Rosato was hesitant to get the township involved but Supervisor Ives liked the idea of helping a resident, at no cost or obligation by the board.

Motion by Supervisor Ives, second by Supervisor Kortekaas, to approve a survey by SEH at the Miskovich driveway due to the steep grade. Discussion: A topo survey is already included in the contract with SEH per Sara Christianson; the township can then let Miskovich use the survey and hire SEH for personal services and investigative work. There would be no billing to the township, nor any obligation by the township to do a Sunny Beach Road project change order. Before any other work would be done, Christianson assured the board it would come back to the township for discussion. Upon a vote, the motion passed.

- Signage

"Bear" Gunderson voiced concerns regarding people running a stop sign at the intersection of Harris Town Road and Wendigo Park Road. He asked if additional or larger signage could be added for that intersection.

Gunderson also shared a concern that off of Harris Town Road, where it meets River Road, there is an Itasca County #3 road sign (to the south) that blocks the line of sight. Cars disappear behind the sign for three seconds, and then appear suddenly causing a safety hazard. Supervisor Rosato agreed to talk to County Engineer, and let them know the sign is in the sight line and the delay causes a safety issue.

Another resident in attendance asked about the speed limit signage on Mishawaka Road; he's lived on that road all his life and wondered why the speed limit was increased from 30 mph to 40 mph on the straight stretch off of Hwy 169. He would like it changed back to 30mph from the highway to the corner (just before the landing) due to pedestrian traffic, pets, bikes, campers, etc. The resident believed the change happened when Mishawaka Road was improved a year or two ago. Sara Christianson of SEH commented that when roads are improved, signs are reviewed but usually the speed limit is not changed. Supervisor Ives added that per MDOT regulations, a township can only lower speeds on township roads to 35 mph; if they want it lower, they need to get MNDot involved. Supervisor Rosato agreed to check with maintenance crew and what signs they have on record for that stretch of Mishawaka Road.

4. Consent Agenda

- Consider approval of cemetery site sold to Christine Tobeck: Section 2, Block 42, Lot 4, Site 8

Motion by Supervisor Kortekaas, second by Supervisor Kelley to approve the consent agenda item. Motion passed by a unanimous vote.

5. Roads

- Election Results of Town Question: "Should the Town issue up to three million dollars of general obligation street reconstruction bonds to perform bituminous road maintenance?"

The board recapped that the bonding town question failed, with 141 Yes votes and 319 No votes (and 1 under vote). A total of 461 ballots cast which is apx a 23% voter turnout.

The board listened to audience questions and concerns regarding notification of the election and town question. Many expressed that posting and publishing notice in the official newspaper, and on the township website, was not enough. They would have liked all township residents to be personally notified by mail.

The board thanked the residents for bringing their feedback to the board; this was their first experience with a bonding question on the town ballot and they have learned a lot. They agreed to consider sending a notification flyer for future projects.

- Sara Christenson – SEH: 2016 Road Improvement Bid

Christenson explained that the 2016 bituminous road project is currently being advertised, but because bonding didn't pass, SEH would like to adjust how the bid is structured. They'd like to have the base bid be for Adair Road to Wendigo Park Road, with and an Add Alternate 1 – for Wendigo Park Road to Wendigo Road, and an Add Alternate 2 – for Isleview, Birch Street, and Pine Street. This would allow the board to accept the bids in a variety of ways, and be advantageous for planning purposes. If bids come in low, the board could perhaps do the bid and one Add Alternate 1 or 2.

Motion by Supervisor Kelley, second by Supervisor Haubrich, to authorize SEH to do an addendum to the bid structure as outlined above, adjusting the base bid and including two add alternates as explained by Sara Christianson. There would be no additional cost for this service. Motion passed by a unanimous vote.

- Other road issues/concerns/comments

- Road projects plans

Because the bonding question failed, the board shared they are getting questions of "Now what?" with regards to the adopted 5 year bituminous road improvement plan, and the adopted Road & Bridge levy for 2017. It was discussed that a section of Sunny Beach Road would be improved in 2016, but that they don't know what's next after that. It will depend on road inspections in the spring of 2016 and 2017.

- Bayview sign

Supervisor Kelley reported that he received a call from a home owner regarding a sign concern on the corner of Bayview; Kelley noted it had been handled.

- Bear Creek – no mail until sanded

A call was received from Itasca County to inform the board that the post office was not going to deliver mail to Bear Creek residents until it was sanded. Supervisor Kelley reported that the sanding had been done, so wanted the board to be aware when they see the billing.

- County Five Year Road Plan
Supervisor Ives shared that he had attended the County Board meeting regarding their five year road plan. He found it interesting what they are hoping to get done, due to low oil prices. He had extra copies of the plan if anyone else on the board wanted a copy.
- Grading Contractor for 2016
Supervisor Rosato advised the board that he'd received notice from Schwartz of no rate change for grading township roads in 2016. He added that they'd received excellent service from Schwartz the last few years, and that there is no need to get quotes due to annual cost. However, Supervisor Ives wanted to give other local businesses a chance to provide a quote as it had been about 5 years since requests had been sent out. Could send out a quote package – and send out to companies, to see different prices.

Supervisor Ives made a motion to have SEH send out quotes package requests for grading township gravel roads in 2016, with results on an hourly basis. The motion was seconded by Supervisor Haubrich. Discussion: Because the project would be under \$50,000, bids were not needed; just quotes. Upon a vote, the motion carried but with two opposed votes by Supervisor Rosato and Supervisor Kortekaas.

6. Recreation

- Rinks
Both Crystal and Wendigo park skating rinks are closed, and have been for about two weeks.
- Boat landings
 - The board received a request for docks to be put out early this year, if the ice breaks up. They would like them in the water before opening fishing weekend if possible.
 - A request from a resident was received to fix the erosion issues at Casper Landing. The maintenance crew will be asked to check it when the ice is out.
 - The board discussed that they were still looking for ideas on how to make Mishawaka Landing larger.

7. Correspondence

- Board Action items:
 - None
- Noteworthy items:
 - Itasca County Transportation Dept. Public Input Session on Five Year Plan: Tues. Mar 8, 2016 at 3pm
- Non-action items
 - CC: Twp donation decline letter sent to: First Call for Help, Home Visitor Program, & Itasca Little League
 - CC: Twp letter to Construction General Labor Union, regarding town hall key
 - Memo from U.S. Census Bureau, regarding their 2016 Government Units Survey that will be sent out soon
 - Century Link letter, reminding the board to contact them when planning construction projects
 - Copies of Itasca County *approved* land use and subsurface sewage treatment system permits from 1/16

8. Old Business

- None

9. New Business

- None

10. Treasurer's Report – dated March 9, 2016 (Feb 1- 29, 2016 financials)

Treasurer Adams recapped the treasurer report, reminding the board that the fund balances are preliminary until after the 2015 audit is completed. And that the box at the bottom left of the report shows where the money is located, in the three township accounts:

- Balance February 1, 2016: \$1,415,516.30
- Receipts: \$ 65,625.29
- Disbursements: \$ (61,711.77)
- Balance January 31, 2016: \$1,419,429.82

Motion by Supervisor Kortekaas, second by Supervisor Kelley, to approve the March 9th, 2016 Treasurer's report of February 2016 financials as presented. Motion passed by a unanimous vote

11. Approve payment of bills for March 2016

Treasurer Adams noted the following, when recapping the bill list for March:

- A town road allotment check was received with a letter; in working with levies, she found the info helpful. And due to law changes, there will be no check for 2016
- A 'gas tax' check was received, for the Road & Bridge Fund, based on miles of road; it was for apx \$28,000.00.
- There are bills for Rink Attendants from both Express Professionals and Personal Dynamics.
- A past due bill from Benes Well Drilling for work in 2015 was included, as it had went to the wrong billing address.

Motion by Supervisor Ives, second by Supervisor Kortekaas, to pay the bills as per the attached document titled "March 2016 Bill Listing to Board" in the amount of \$38,400.57. Motion passed by a unanimous vote.

12. Public Input (please limit comments to 5 minutes)

- Richard Gunderson - asked the board about 'labor' payment for the cemetery. The internment rates were shared by Clerk Smith, noting these are the costs charged by the township to prepare a burial site for a casket or cremation urn burial.

13. Upcoming events and meetings

- Mon. Mar 14 Itasca County Township Association Meeting..... 7:00pm County Court House
- Tues. Mar 22 Work Session – Discuss Reorg Meeting and Officer Duties..... 7:00pm Service Center
- Wed. Mar 23 Reorganization Meeting / Planning & Development Meeting... 7:30pm Harris Town Hall

14. Adjourn

With no other business to become before the board, a motion was made at 8:36pm by Supervisor Kortekaas to adjourn tonight's meeting. Upon a second by Supervisor Kelley, the motion passed and the meeting adjourned.

Respectfully submitted,

Michele Smith, Clerk of Harris Township

March 2016 Bill Listing to Board

Amount	Description
694.32	Gary Rosato Mtgs, wages, labor, less withholding
481.13	Dennis Kortekaas Mtgs, wages, labor, less withholding
904.12	Burl Ives Mtgs, wages, labor, less withholding
608.04	Jim Kelley Mtgs, wages, labor, less withholding
480.22	Ken Haubrich Mtgs, wages, labor, less withholding
1,491.63	Michele Smith Mtgs, wages, labor, less withholding
668.24	Becky Adams Mtgs, wages, labor, less withholding
2,123.64	Dan Key Labor less withholdings
2,220.64	Derrick Marttila Labor less withholdings
1,390.58	PERA ONLINE pmt:: Payroll withholding
404.55	Benes Well Drilling work from 10/30/15 pressure relief valve and labor
3,086.49	Blue Cross Blue Shield insurance premium 4/1-7/1
498.71	Burggrafs ACE Hardware water heater, sand, letters
129.68	Car Quest brake cleaner, brake hole cover, 12x2 self adjust lh and rh
286.82	Century Link ONLINE pmt:: FEB phone service
173.17	Davis Oil February invoices
60.80	Dreke, Jane election judge
60.00	Eichorn, Rusty moderator
1,097.55	Express Employment rink attendants 2/8, 2/16, 2/23
120.40	Flohaug, Etta Jane election judge
243.53	Grand Rapids Public Utilities Utilities; lights and town hall
534.50	Herald Review notice - ballot election
275.83	Home Depot toggled 16w led, drill pump kit, ice melt, service center supplies
1,000.00	Itasca County Ag Association yearly contribution
3,253.00	Itasca County Historical Society yearly contribution per member
46.00	Itasca County Recorder record deed - bouchie
73.80	Janicke Bakery cookies for election
62.67	L & M equipment supplies, service center supplies
853.58	Lake Country Power ONLINE pmt:: energy bill - service center, wendigo, crystal, cemetery
66.76	MN Benefit Association vision premium
110.78	MediaCom PHONE PAY:: sept phone and internet service - town hall
479.10	Minuteman press agendas, annual reports
518.58	Northwest Gas service center gas, town hall
1,186.15	Personnel Dynamics caretaker and rink attendant
10.00	Range Water march rental cooler and 5 gal in store
8,760.00	SEH Engineering Services - misc. services
653.20	Shaw and Shaw dictate to clerk, call t Gary, town meeting, filing fee
4.00	Stevens, Tammy refund for overpayment of cemetery sites
46.13	Stokes Printing clip board, labels, paper clips
221.99	Verizon cell phone bills - March 12, 2016
77.07	Waste Management march invoice
109.32	Wicklund, Shirley election judge
403.00	Commissioner of Revenue Payroll withholding :: electronic payment
2,430.85	EFTPS Payroll withholding :: electronic payment
\$ 38,400.57	Total

Approval to pay :: March 9, 2016, Checks numbered 17052 through 170

Ken Haubrich

Burl Ives

Jim Kelley

Dennis Kortekaas

Gary Rosato