

**PLANNING & DEVELOPMENT MEETING**  
**November 30, 2016 – 7:30pm**  
**Minutes**

1. **Pledge to the flag-** reading of our mission statement

2. **Appoint new supervisor** Peggy Clayton took the oath of office.

3. **Business from the Floor**

Steve Lavalier- here to have on record the 10+ acres on right side of 169 between Figgins and Ron's storage to have zoned commercial, would like to have approval to put this on the record. We have on record that it was approved for one buyer. Send an email when we have a public hearing, we will also have it in the newspaper, website, and Facebook.

Jeff Peterson just purchased a piece of property and is just looking to get rezoned to have on record that he would like to have and ask if we can expedite the comp plan to have it rezoned. Both sides in the new comprehensive plan will be able to be able to be zoned commercial just along the corridor of 169. If the landowner wants it.

John powers gave us a rough estimate of a 4 month estimate to be done with the comp plan. The most he thinks it would take.

4. **Consent Agenda**

5. **Roads**

- Twp. Construction Updates – Glen from SEH, culvert replacement Deer River Trucking was the contractor and the job has been completed. We were waiting to get the final quantities and have come to an agreement. First and final payment \$19,941.00 a little over the original bids and approve the payment and final for Deer River trucking. Will approve the bill at the December 14 meeting.
- Will bring the final payment for Hawkinson Construction, will be different as we have an agreement with them to have the final payment in 2017. Cracking in pavement by Flem residence east bound on Sunny Beach Road by the hill and will look at it in the spring. The subgrade was soft and there will need to be remedial work done in the spring, strange cracking across the paint line and would like SEH to take another look to see what is going on. Hawkinson Construction and Glen will look at again in the spring. In typical ways we would hold retainage but since the payment won't be done until spring its ok.  
Question: overseeing the magnet and Schmidt road and if they are as far as we know done and the neighbor was happy and hopefully it was solved.
- Plowing was missing by a couple of roads, Lake View Trail, Alicia Place, maybe talk to the Forman in the district 4 and make sure they don't miss any of the roads in our Township. Supervisor Kelley and Supervisor Haubrich talked to the county, county is down to 1 road grader for district 4 and the grader was pulling out trucks when they were getting stuck... Township roads are at the bottom of the list they will do the county roads first.  
Communication between the county and township are easy to fix with talking to the Forman of district "Robo" call and just let of all of us know where they are at and let us know if emergency vehicles need to be able to get in and out. We need to have contingency plan to have all the roads plowed out. We have two plow trucks and they are not going to do much but go down and do a path on the road to help with the emergency vehicles in there? All roads are important and two of the supervisors went and drove all the roads and there are huge 6 inch ruts on some of the roads and if there is and medical emergency and our trucks go out and try to plow out something to get some paths done. We need to have a policy and be able to pull trucks or people to have the roads plowed. The county pulled all the foremen in and each district runs their own plowing routs and communication was the biggest problem with all the districts, they should be communicating with each other. The county is working on contingency plan if this happens again and they have been working on a plan to have emergency vehicles to be able to get in there. Possible to get reimbursed from the county and what about we plowed and what they plowed. We have a signed contract and have a clause

in there if we have to go out and plow we are able to charge them back. Make sure it would be just for Emergency purposes only. Set a date about when to talk about this again January 5 at 7 pm roads plowing motion made by Supervisor Haubrich seconded by Supervisor Clayton passed by all.

## **6. Recreation**

- a. Fence at Wendigo Park, pipe on the top is bent and our crew can straightened out and will be able to fix it.

## **6. Town Hall Report**

- Review town hall report as prepared by town hall caretaker, dated 11/9/2016 motion to approve the town hall report made by Supervisor Ives seconded by Supervisor Clayton passed by all.
- Lights are all one color and they have been switched out.

**7. Maintenance Report:** 10/1/16-10/31/16- Motion to approve the maintenance report, motion made by Supervisor Kortekaas seconded by Supervisor Clayton. The weekly planning is getting done little by little, but it's coming along and Decembers the board should start seeing the inspection check list for the parks and roads. Any feedback would be interested to hear, passed by all

## **8. Old Business**

- Employee manual- new meeting time with employees- Monday the 12<sup>th</sup> of December 11-1, closed meeting with the employees. The meeting will be held at the Service Center.
- Comprehensive Plan- do we want to move forward with the grant being available from the IRRRB. Have an opportunity to do the comp plan. \$6210 is the estimate to do the comp plan to rewrite the comp plan. John Powers is the one who helped write the last one, and it is important to get it done. We want to show the community we want to get this done to show we want to move forward. The board needs to look at the 2017 budget to get this done. The initial cost is something we will get from Becky; we are talking with the original writer of the comp plan and all he is going to do is edit what we have and he would run the public meeting and have to attend 4 meetings. If we are going to shop for proposal or are we going to get back to Mr. Powers to get on his schedule to see when we could get this done? A lot of interest and move forward made by Supervisor Ives Supervisor Kortekaas seconded do we want to shop for prices or go back to Mr. Powers, unanimous the board decided to go forward with Mr. Powers.
- Donated land- the individual who wanted to donate a small piece of property, right now it is not going to happen.

## **9. New Business**

- Resolution- closing Nicholas Road- motion to approve the Resolution no. 2016-007 made by Supervisor Ives seconded by Supervisor Haubrich will put up a barrier to close the road passed by all.
- Resolution- Flashing lights- motion to approve the Resolution no. 2016-008 made by Supervisor Haubrich seconded by Supervisor Ives passed by all.
- Harris Township has generally always been in the Source book. The Source Book is an informational guide to all the communities of Itasca County along with a lot of different information. I've attached the most recent ad for your review. We are looking for Space reservation today but have plenty of time to work on the ad. Questions: How much does it cost? Ives Haubrich we could pass on this make it smaller (Clayton) and have it on the Facebook page Supervisor Kortekaas and would like to see what it would cost for the current and have the size. Clerk Alleman to find out the cost and different sizes.
- Changing Township Elections to November- Time for Harris Township it has elections in November. The board would like to see this done before December 14 either ordinance form or a resolution. One reason is cost for county and township and better turn out in November. Most people don't remember its voting time in March. Supervisor Haubrich and Supervisor Kelley would also like to see the election in November. Supervisor Kortekaas mentioned that two seats will be voted on in March. Supervisor Claytons seat and will have to shorten or

lighten their terms and the new people who get voted in will have to understand this. When we approve and can we pass an ordinance without having a public meeting or putting it on the ballot. Meeting set for December 7, at 7 pm at Harris Town Hall to talk about the election.

- Cork message center- motion to purchase new cork board 32x48 505.00 plus shipping made by Supervisor Ives, seconded by Supervisor Haubrich passed by all.
- Volunteer Policy- After this exercise we went through with the survey for the internet getting done and nothing happened. A couple of supervisors made the choice to go and work on it themselves, and we run into the problem of communication. The supervisors cannot talk amongst themselves. It would be nice to have a volunteer policy to have people in the township be prepared to coordinate the volunteers so we don't miss opportunity for our township.
- News Letter- residents would like a newsletter... emails would be easier and between the printing and cost of mailing is over \$500 only email their newsletter and the question comes to who is going to do it. Ask the ladies who were doing it. Put a link on Facebook for emails addresses... Judy Myers and Cindy Martin will be doing the newsletter.
- Rink attendants- time to hire rink attendants... what have we done in the past we used express employment to do the hiring and employment agency. Do we need a reserve person or 3 need three people to the rinks? Hiring a group, like have the band director or choir directors something like that to help put the word out there. They put down the rink attendant for Harris Township. Needs to be at least 18 years old and need to have a basic knowledge of first aid. They should be able to shovel. Supervisor Kelley to call Gary Rosato to see the procedure in what we need to do. Supervisor Kelley will talk to Express Employment to get the ball rolling...
- Resignation letter of Burl Ives it will be effective December 14 after the meeting. Motion to accept the letter made by Supervisor Haubrich seconded by Supervisor Kortekaas passed by all. During the last round of interviews if they would be interested in the Supervisor Ives spot they can re-interview or keep the last interview or add any additional information. Supervisor E seat will be open only three months. It's a great opportunity to see if they want to run in March or if they don't. Motion to have meeting on December 7 at the town hall at 7 pm Motion made by Supervisor Ives Supervisor Haubrich seconded passed by all.

## 10. Public Input

- Roads Priorities to have it all possible... Sunny Beach got plowed 2 pm on Saturday take into consideration on the high traffic roads... high number count on Sunny Beach and Mishawaka Roads, and all the roads were horrible. The plow went in and plowed a road but backed out of the road, didn't do the width of the road.

## 11. Upcoming meetings/events

- Mon, Dec. 12 Itasca County Township Association Meeting..... 7:00 PM Blandin Foundation
- Wed. Dec. 14 Regular Meeting..... 7:30 pm Harris Town Hall
- Wed. Jan. 11 Regular Meeting..... 7:30 pm Harris Town Hall
- Wed. Jan. 25 Planning & Development Meeting..... 7:30pm Harris Town Hall

## 12. Adjourn – motion to adjourn at 9:15 pm made by Supervisor Kortekaas seconded by Supervisor Ives motion passed by all.