

Chairman Rosato introduced the following resolution:

RESOLUTION NO. 2016-001

A RESOLUTION TO ACCEPT PETITION TO PLACE RESOLUTION #2015-011 For the Issuance and Sale of Approximately \$3,000,000 in General Obligation Street Reconstruction Bonds ON THE HARRIS TOWNSHIP ELECTION BALLOT for MARCH 8, 2016

WHEREAS, Minnesota State Statute 475.58 Subd. 3b. Street reconstruction and bituminous overlays states that: (a) A municipality may, without regard to the election requirement under subdivision 1, issue and sell obligations for street reconstruction or bituminous overlays, if the following conditions are met:

(1) the streets are reconstructed or overlaid under a street reconstruction or overlay plan that describes the street reconstruction or overlay to be financed, the estimated costs, and any planned reconstruction or overlay of other streets in the municipality over the next five years, and the plan and issuance of the obligations has been approved by a vote of all of the members of the governing body present at the meeting following a public hearing for which notice has been published in the official newspaper at least ten days but not more than 28 days prior to the hearing; and

(2) if a petition requesting a vote on the issuance is signed by voters equal to five percent of the votes cast in the last municipal general election and is filed with the municipal clerk within 30 days of the public hearing, the municipality may issue the bonds only after obtaining the approval of a majority of the voters voting on the question of the issuance of the obligations. If the municipality elects not to submit the question to the voters, the municipality shall not propose the issuance of bonds under this section for the same purpose and in the same amount for a period of 365 days from the date of receipt of the petition. If the question of issuing the bonds is submitted and not approved by the voters, the provisions of section 475.58, subdivision 1a, shall apply

WHEREAS, the Harris Town Board, on November 18, 2015 passed Resolution #2015-011, a RESOLUTION APPROVING STREET RECONSTRUCTION PLAN AND AUTHORIZING THE ISSUANCE AND SALE OF APPROXIMATELY \$3,000,000 GENERAL OBLIGATION STREET RECONSTRUCTION BONDS THEREUNDER;

WHEREAS, the Harris Town Clerk received a petition on December 14, 2015, to request a vote on the issuance of the bonds during the next Town Election on the second Tuesday of March 2016;

WHEREAS, the said petition was received within 30 days of passing Resolution #2015-011, was signed by voters greater than five percent of the votes cast in the last town general election, and declared certified by the Itasca County Auditor's Office;

NOW, THEREFORE, BE IT RESOLVED that a public question be submitted to the voters of the Town of Harris, County of Itasca, State of Minnesota at the March 8, 2016 township election as follows:

Instruction to voters: To vote for the question set forth below, put an (X) in the square before the word "YES." To vote against the question, put an (X) in the square before the word "NO."

BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE.

Should the Town issue up to three million dollars of general obligation street reconstruction bonds to perform bituminous road maintenance?

YES

NO

BE IT FURTHER RESOLVED that the Clerk is hereby directed to file this authorizing resolution with the appropriate county election officials in accordance with applicable law.

Supervisor _____ moved to accept the foregoing resolution; Supervisor _____ seconded the motion. Upon a roll call vote, motion [passed / failed].

Supervisors	VOTE			
Gary Rosato	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Dennis Kortekaas	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Ken Haubrich	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Burl Ives	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Jim Kelley	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain

Adopted by the Harris Town Board on _____, 2016.

Approved:

Harris Town Board Chairman

Attest:

Harris Township Clerk

ELIMINATED RESOLUTION

Resolution No. 2016-002

APPOINTING THE ABSENTEE BALLOT BOARD for the March 8, 2016 HARRIS TOWNSHIP ELECTION

WHEREAS, Minnesota Statutes Section 203B.121, subd.1 requires a town board, as the governing body of the town, to appoint a ballot board to process all absentee ballots returned to the town clerk for the town election scheduled to be held on **Tuesday, March 8, 2016**; and

WHEREAS, the ballot board must consist of election judges trained in the handling of absentee ballots, or staff trained as election judges; and;

WHEREAS, even though only **two members are required to meet whenever an absentee ballot needs to be processed**, the ballot board must consist of at least the same number of members as the minimum number of required election judges for the town election, which pursuant to Minnesota Statutes Section 204B.22 has been determined to be 3 for the March 2015 election for the Town of Harris, but 4 is recommended due to mandated use of the HAVA Automark machine; and

WHEREAS, the Town Board for the Town of Harris has appointed its election judges for the March 2015 election as required by Minnesota Statutes Section 204B.21;

NOW THEREFORE, BE IT RESOLVED THAT, That the Town Board for the Town of Harris hereby appoints the following election judges to serve as the ballot board required to perform all duties required in the processing of absentee ballots required under Minnesota Statutes Section 203B.121 and all other applicable statutes and rules:

Michele Smith
Joan Johnson
Etta Jane Flohaug
Charlotte Lorensen
Shirley Wicklund
Jane Dreke

BE IT FURTHER RESOLVED: That the Town Board of the Town of Harris hereby authorizes any member of the ballot board to be compensated as required by Minnesota Statutes Section 203B.121, at the Election Judge rate and mileage reimbursement rate for 2016 when said member performs any required duty of the ballot board (1 hour minimum pay).

Supervisors	VOTE			
Gary Rosato	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Dennis Kortekaas	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Ken Haubrich	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Burl Ives	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain
Jim Kelley	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent	<input type="checkbox"/> Abstain

State of Minnesota, County of Itasca, Town of Harris

Adopted by the Harris Town Board, January 13, 2016

Gary Rosato, Chairman

Attest:

Michele Smith, Clerk

ELIMINATED RESOLUTION

RESOLUTION #2017-003
ACCEPTING DEDICATION
OF LAND FOR A TOWN ROAD

WHEREAS, the town board of Harris Township, Itasca County, Minnesota was presented an application by the following named owners of the following described property under Minn. Stat. § 164.15, subd. 1 for the purpose of dedicating their undivided interests in that platted private roadway within the Plat of Lakeview Heights designated “**Lakeview Trail**”,

1. Richard Kane and Theresa Kane, Lot One (1), Block One (1), Plat of Lakeview Heights
2. Robert Peterson and Gail Peterson, Lots Two (2) and Three (3), Block One (1), Plat of Lakeview Heights
3. Gregory Denver and Kelley Denver, Lot Four (4), Block One (1), Plat of Lakeview Heights
4. Lance Schultz and Terri Schultz, Lot Five (5), Block One (1), Plat of Lakeview Heights
5. Gary Stoltz and Angela Stoltz, Lot Six (6), Block One (1), Plat of Lakeview Heights
6. David Madsen and Victoria Madsen, Lot Seven (7), Block One (1), Plat of Lakeview Heights
7. Gregory Ewen and Melissa Ewen, Lot Eight (8), Block One (1), Plat of Lakeview Heights
8. Steve Burggraf and Amber Burggraf, Lot Nine (9), Block One (1), Plat of Lakeview Heights

WHEREAS, the land dedicated for a public road proposed in the application is described as that platted private driveway within the Plat of Lakeview Heights designated “**Lakeview Trail**”, and:

WHEREAS, the town board has reviewed the application and found the dedication to be consistent with the public interest;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby accepts the dedication of the above described land for a public road and declares same a town road.

The adoption of the above-stated Resolution was moved by Supervisor _____ and seconded by Supervisor _____, and upon vote being taken was decreed adopted.

Dated this ____ day of _____, 2016.

Gary Rosato, Chairman

Attest: Michele Smith, Town Clerk

County of Itasca)
State of Minnesota) ss.

I, Michele Smith, clerk of Harris Township, Itasca County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the Town Board of said Township with the original record thereof on file with the town clerk, as stated in the minutes of the proceedings of said Board at a public meeting held on the _____ day of _____, 2016, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said Board at said hearing.

Witness my hand and seal this _____ day of _____, 2016.

Michele Smith, Harris Town Clerk

RESOLUTION #2017-003
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OF LAND FOR A TOWN ROAD

WHEREAS, the town board of Harris Township, Itasca County, Minnesota was presented an application by the following named owners of the following described property under Minn. Stat. § 164.15, subd. 1 for the purpose of dedicating their undivided interests in that platted private roadway within the Plat of Lakeview Heights designated “**Lakeview Trail**”,

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2. Robert Peterson and Gail Peterson, Lots Two (2) and Three (3), Block One (1), Plat of Lakeview Heights
3. Gregory Denver and Kelley Denver, Lot Four (4), Block One (1), Plat of Lakeview Heights
4. Lance Schultz and Terri Schultz, Lot Five (5), Block One (1), Plat of Lakeview Heights
5. Gary Stoltz and Angela Stoltz, Lot Six (6), Block One (1), Plat of Lakeview Heights
6. David Madsen and Victoria Madsen, Lot Seven (7), Block One (1), Plat of Lakeview Heights
7. Gregory Ewen and Melissa Ewen, Lot Eight (8), Block One (1), Plat of Lakeview Heights
8. Steve Burggraf and Amber Burggraf, Lot Nine (9), Block One (1), Plat of Lakeview Heights

WHEREAS, the land dedicated for a public road proposed in the application is described as that platted private driveway within the Plat of Lakeview Heights designated “Lakeview Trail”, and:

WHEREAS, the town board has reviewed the application and found the dedication to be consistent with the public interest;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby accepts the dedication of the above described land for a public road and declares same a town road.

The adoption of the above-stated Resolution was moved by Supervisor _____ and seconded by Supervisor _____, and upon vote being taken was decreed adopted.

Dated this ____ day of _____, 2017.

Jim Kelley, Chairman

Attest: Cari Ann Alleman, Town Clerk

County of Itasca)
State of Minnesota) ss.

I, Michele Smith, clerk of Harris Township, Itasca County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the Town Board of said Township with the original record thereof on file with the town clerk, as stated in the minutes of the proceedings of said Board at a public meeting held on the _____ day of _____, 2016, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said Board at said hearing.

Witness my hand and seal this _____ day of _____, 2016.

Michele Smith, Harris Town Clerk

Chairman Kelley introduced the following resolution:

RESOLUTION NO. 2017-004

A RESOLUTION CERTIFYING MARCH 14, 2017 HARRIS TOWNSHIP ELECTION RESULTS

WHERE AS, the following votes were received on the **Town Question**: ***“Shall the first Tuesday after the first Monday in November be designated as the date of the 2018 Township General Election??***

“YES” votes: ...- 216

“NO” votes - 12

.....

Total votes: = 228

Under votes = 1 (blank / not voted on ballot)

Ballots cast: = 229

WHERE AS, the following votes were received for the **Office of Town Supervisor Seat B**:

Name on ballot: Dennis Kortekaas ...- 126

Name on ballot: Darren Romans .- 93

Write In (name): _____ - _____

Write In (name): _____ - _____

.....

Total votes: . = 209

Under votes = 10 (blank / not voted on ballot)

Ballots cast: = 229

WHERE AS, the following votes were received for the **Office of Town Supervisor Seat C**:

Name on ballot: Peggy Clayton ...- 205

Write In (name): Paul Paine ...- 1

Write In (name): Patty Gould St Aubin .- 2

Write In (name): Gary Rosato - 1

Write In (name): No name written - 1

.....

Total votes: . = 210

Under votes = 19 (blank / not voted on ballot)

Ballots cast: = 229

WHERE AS, the following votes were received for the **Office of Town Supervisor Seat E:**

Name on ballot: Kati Marcotte-Pierce- 25
Name on ballot: Michael Schack .- 77
Name on ballot: Roy Gilbert ...- 15
Name on ballot: Jay Bowers .- 63
Name on ballot: Andrew Scholl .- 37
Write In (name): Larry Key - 1

.....
Total votes: . = 209
Under votes = 10 (*blank / not voted on ballot*)
Ballots cast: = 229

AND WHERE AS, the following votes were received for the **Office of Town Treasurer:**

Name on ballot: Becky Adams - 211

.....
Total votes: ... = 211
Under votes = 18 (*blank / not voted on ballot*)
Ballots cast: = 229

AND WHERE AS:

Dennis Kortekaas received the majority of the votes cast for the **Town Supervisor- B**,
(name)

Peggy Clayton received the majority of the votes cast for the **Town Supervisor- C**,
(name)

Michael Schack received the majority of the votes cast for the **Town Supervisor- E**,
(name)

Becky Adams received the majority of the votes cast for the **Town Treasurer**
(name)

Yes received the majority of votes for **changing the township elections to November**.
(Yes - or - No votes)

NOW THEREFORE, BE IT RESOLVED, that

Dennis Kortekaas be declared the **winner** for the position of **Supervisor- B** of the Town of Harris,
(name) for a three (3) year term, said term to expire in November of 2020; and,
Peggy Clayton be declared the **winner** for the position of **Supervisor- C** of the Town of Harris,
(name) for a three (3) year term, said term to expire in November of 2020; and,
Michael Schack be declared the **winner** for the position of **Supervisor- E** of the Town of Harris,
(name) for a one and a half (1.5) year term, said term to expire in November of 2018; and,
Becky Adams be declared the **winner** for the position of **Treasurer** of the Town of Harris
(name) for a year and a half (1.5) year term, said term to expire in November 2018.

And, that the township general election be moved to November with the General election on even
years BE (BE – or – NOT BE)

Adopted this 22th day of March, 2017

Jim Kelley, Chairman

Attest:

Cari Ann Alleman, Clerk

**Supervisor _____ made a motion, seconded by Supervisor _____ to adopt
the foregoing resolution CERTIFYING MARCH 14, 2017 HARRIS TOWNSHIP ELECTION RESULTS
and the following voted in favor thereof: Supervisors _____,
and the following voted against the same: _____, whereby the resolution was declared
duly passed and adopted.**

Chairman Kelley introduced the following resolution, and Supervisor _____ moved for its adoption:

Town of Harris, County of Itasca, State of Minnesota

Resolution No. 2017-005

**A RESOLUTION DESIGNATING THE COMPENSATION
FOR OFFICERS OF THE HARRIS TOWN BOARD**

WHEREAS, Minn Stat. 367.05 directs the Town Board to set the compensation of supervisors, town assessors, the treasurer, clerk, deputy clerk/deputy treasurer if employed, and other employees of the town;

WHEREAS, Minn Stat 367.05 indicates the above mentioned persons are entitled to mileage for the use of their own automobile at a rate determined by the Town Board for necessary travel on official town business;

WHEREAS, the Township Board determined that they would like to conduct an annual review of Township Officers compensation in conjunction with the employee compensation at the same time each year via Resolution #2016-006;

WHEREAS, the Officers of the Harris Town Board met to review their compensation on April 25, 2017;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of Harris Township, Itasca County, Minnesota hereby adopts the following schedule of compensation and reimbursement of Town Officers

BE IT FURTHER RESOLVED that these rates will be **used in calculating all claims paid during the May 2017 check run, and there forward until the next annual review** of Township Officer compensation in April 2018:

COMPENSATION FOR OFFICERS OF HARRIS TOWN BOARD – May 2017 – April 2018

Township Board Supervisor Serving as Chairman:	\$450.00 per month, plus \$ 18.70* per hour for allocated labor, and \$ 60.00 per regularly scheduled, or legally required, Township meetings
Township Board Supervisors (non-chairman)	\$400.00 per month, plus \$ 18.70* per hour for allocated labor, and \$ 60.00 per regularly scheduled, or legally required, Township meetings
Township Clerk	\$900.00 per month (\$100 of this is allocated to cemetery) and \$ 18.70* per hour for allocated labor**, and \$ 60.00 per regularly scheduled, or legally required, Township meetings
Township Treasurer:	\$700.00 per month, plus \$ 18.70* per hour for allocated labor, and \$ 60.00 per regularly scheduled, or legally required, Township meetings
Deputy Treasurer/Clerk	Compensation will be the same as the absent Officer, for duties performed.

All amounts paid to Town Officers as compensation shall be subject to all appropriate taxes and withholdings as provided by law.

* There was no change to the allocated labor rates this year

** The Clerks 'allocated labor' includes, but is not limited to, time spent on minute preparation for non-regularly scheduled meetings and work sessions, website updates, newsletter preparation and coordination, and documented salaried work duties that exceed 40 hours per month.

Annual Town Meeting

The Town Board requires that the Treasurer be at the Annual Meeting, and therefore is entitled to be paid the per diem meeting rate for attending this meeting.

Newsletter and Website Updates

The Town Board approved (in April 2008) that hours worked to prepare the newsletter and to maintain/update the website could be claimed as allocated labor. (This is currently done by the Clerk)

Mileage Reimbursement:

When it is necessary for Town Officers to use private automobiles to perform their duties on behalf of the town, Town Officers shall be eligible to have their mileage reimbursed for the miles traveled at a rate equal to the Federal standard mileage reimbursement rate in effect at the time of travel. Town Officers are not eligible for mileage reimbursement for attending regular or special board meetings, hearing or annual or special town meetings held within the Town. The reimbursement is on an "as needed" basis, to be determined by the Officer, and would include, but is not limited to, the township annual road inspections, out-of-town meetings, education as approved by the Board, and resident calls for inspections.

Detailed Claims:

No Officer shall receive compensation or be reimbursed for expenses incurred unless and until they submit a written claim report to the Board, detailing the activities supporting the claim for compensation and the specific basis for all expense reimbursement requests. Claims for compensation or requests for reimbursement of expenses shall be made on Board approved forms at the next following Regular board meeting.

Reimbursement requests for purchases must be supported by original receipts, or, if not available, other supporting documentation found sufficient by the Board.

Life Insurance

A group life insurance policy through the Minnesota Benefit Association, in an amount to be determined by the Town Board, will be provided for each Town Supervisor, Clerk and Treasurer (Deputies are not covered). Currently, the Life Insurance for officers is a \$20,000 Term Life Policy.

Retirement

The Public Employees Retirement Association of Minnesota (PERA) plan is used for each Town Supervisor, Clerk and Treasurer (Deputies are not included)

Adopted this ____ day of _____, 2017.

By the Board Chairman,

Jim Kelley

Attest: _____
Cari Ann Alleman, Clerk

Supervisor _____ seconded the foregoing resolution, and the following voted in favor thereof: _____; and the following voted against the same: _____, whereby the resolution 2017-005 was declared _____.

Resolution 2017-006

A Resolution to Update the ADMINISTRATIVE POLICY for

Board Meetings and Access to Public Information

(This resolution will replace the former Administrative Policy via Resolution #2013-004)

WHEREAS, the Harris Town board is the governing body of Harris Township (the Town) charged by law with certain power and duties to conduct the affairs of the Town; and

WHEREAS, the board determined the adoption of an administrative policy regarding board meetings and access to public information will enhance the effectiveness of meetings and establish uniform procedures for the Board in how it conducts its business, and for those wishing to attend the proceedings; and

WHEREAS, this policy takes into consideration the particular circumstances of the Towns, which include but are not limit to, the following: *The Town is rural in nature, has a limited budged which is set by the town electors at the Annual Town Meeting, does not employ any administrative personnel, does not maintain regular office hours, has limited office facilities and accessibility, and schedules only one Regular town meeting and one Planning and Development meeting per month.*

NOW THEREFORE, BE IT RSOLVED that the Town Board of Harris, Itasca County, Minnesota, hereby adopts the following updated administrative policy, replacing resolution #2003-008, regarding board meetings and access to public information:

1. **Scope:**

The procedures established in this policy shall apply to all regularly scheduled meetings of the Town Board, and to the extent practical, work sessions, special meetings and board hearings. This policy shall not apply to annual town meeting, some special meetings, closed meetings, onsite inspections, or any committee or subcommittee meetings.

1.1 **Data Practices Act.**

While Harris Township did adopt Urban Powers in 2004, it is not an urban township located in the seven county metropolitan area, and therefore is exempt from the Minnesota Government Data Practices Act (a decision made by the legislature in recognition of the fact that most townships do not have the type of staffing required by the Act).

As such, the Board is not bound by the requirements of the Minnesota Data Practices Act and nothing herein is intended to adopt, or shall be interpreted as adopting, the restrictions or requirements of the data practices act. Without limiting the forgoing, to the extent the Board is aware it has information that would be classified by the data practices act as something other than public data, it will take reasonable steps to limit its release.

2. **Meeting times and location:**

The Board schedules and conducts 2 meetings a month: The Regular meeting on the second Wednesday of each month, beginning at 7:30 p.m., and the Planning and Development (aka P&D) meeting on the fourth Wednesday of each month, beginning at 7:30 p.m., at Harris Town Hall.

a. **Exceptions:**

- The November P&D meeting will be held the third Wednesday of the month, when the fourth Wednesday occurs during the week of Thanksgiving.
- The December P&D meeting will only be held if the board deems necessary, on the third Wednesday of the month due to the Christmas holiday.

The Board develops and adopts a yearly calendar of the dates of these meetings, publishes them in the Herald Review once, and posts on the town hall bulletin board ruling the entire year. If for some reason the board finds it necessary to change any published meeting date, they will publish notice of the change in the official newspaper, and post the change at least three days prior to the originally scheduled meeting date.

3. Holidays

Township meetings or business will NOT be conducted on any official federal holiday, as provided in Minn. Stat 645.44 subd.5.

4. Calling a special board meeting or work session:

The Board will generally call for special meetings or work sessions during the Regular or P&D meeting. However, the board chairperson may, upon his/her own initiative, call a special meeting of the board to address an issue or issues that requires consideration before the next board meeting. The chairperson shall contact the Town Clerk for the need of a special board meeting or work session, and the clerk will notify the other board members of the date, time and place of the meeting. The chairperson will try to arrange the meeting date and time so that all board members can attend. The Town Clerk shall also post notice of the meeting at least 3 days in advance, as required by the open meeting law.

5. Presiding officer:

The Board chairperson shall be the presiding officer of Board meetings. In the absence of the chairperson, the vice-chairperson shall preside. The presiding officer shall have the power to preserve order and decorum at the meeting, enforce rules of procedure, and determine without debate, subject to the final decision of the board on appeal, all questions of procedure and order.

a. Appeal of presiding officer's ruling:

Any member of the board may appeal the ruling of the presiding officer. If the appeal is seconded, and after discussion and explanations are given, the majority vote of the board shall determine the question.

b. Rights of presiding officer:

The presiding officer is a full member of the board and retains all of the rights to speak, make and second motions, and to vote on matters of town business to the same extent as any other town supervisor.

6. Order of business:

6.1. The Regular Meetings:

An agenda will be prepared by the Clerk for each Regular meeting, and provide in advance to all board members, along with any supporting materials that she has in her possession, on the Monday before the Regular Meeting. Copies of the agenda and supporting materials will be available for the public at each meeting. The presiding officer will call the meeting to order, and if a quorum is present proceed with its business in the following order:

1. Pledge to the flag, followed by the reading of the township mission statement
2. Approve the minutes of the Regular Meeting, the P&D Meeting, and any work sessions or special meetings held since the last Regular meeting
3. Business from the floor
4. Consent Agenda
5. Roads

6. Recreation
7. Correspondence
 - Board Action items:
 - *Noteworthy items:*
 - *Non-action items*
8. Old Business
9. New Business
10. Treasurer's Report
11. Approve payment of bills for the month
12. Public Input (limit of 5 minutes)
13. Upcoming meetings listed
14. Adjourn

If someone contacts the clerk and asks to be placed on the agenda, they will be generally be included just *before* "3. Business from the floor".

6.2. The Planning & Development (P&D) Meetings:

An agenda will be prepared by the Clerk for each P&D meeting, and provide to all board the night of the meeting, along with any supporting materials that she has in her possession. The Clerk may, at her discretion, provide an agenda packet in advance of the meeting if he/she feels additional time is needed to review information on the agenda. Copies of the agenda and supporting materials will be available for the public at each meeting.

The presiding officer will call the meeting to order, and if a quorum is present proceed with its business in the following order:

1. Pledge to the flag, followed by the reading of the mission statement
2. Business from the Floor
3. Consent Agenda
4. Roads
5. Recreation
6. Town Hall Report – for month/date/year to month/date/year
7. Maintenance Report
8. Old Business
9. New Business
10. Public input (limit of 5 minutes)
11. Upcoming meetings listed
12. Adjourn

If there are items that have been tabled from the Regular meeting, these will also be included where appropriate.

a. **Varying order of business:**

The presiding officer may vary or alter the order of business for the convenience of the public or the board.

b. **Consent agenda:**

The board may employ the use of a consent agenda during the Regular meeting (only), to approve matters of a routine or non-controversial nature, or items that have already been discussed at a prior board meeting and agreed to be placed on the consent agenda.

7. **Rules of parliamentary procedure:**

The list of parliamentary procedures that follow as **attachment A** is made a part of this policy, and shall guide meetings of the board.

8. Public participation:

Members of the public may address the Board at the time designated in the order of business for citizen comments and at such other times during the meeting as may be allowed by the presiding officer to address specific issues before the Board. Unless further time is granted by a vote of the Board, remarks from the public shall be limited to five minutes per speaker. Citizens addressing the Board shall confine their remarks to the specific matter under debate.

Everyone who attends a meeting shall at all times conduct themselves in a professional manner and shall *not*: speak until recognized by the presiding officer; engage in disorderly conduct; disrupt the proceedings; speak longer than the allotted time; speak to matters beyond the scope of the particular matter currently before the Board; use profane language; or engage in any other activity which disturbs the peace and good order of the meeting. Any person who persists in disturbing the meeting after having received a warning from the presiding officer may be asked to leave the meeting. If the person does not leave, the presiding officer or other town officer may contact law enforcement to have the person removed from the meeting.

a. Spokesman

The presiding officer may ask a group attending a meeting that wishes to address the Board on the same subject to appoint a spokesperson for the group to expedite matters and avoid repetition. The person speaking on behalf of a group may be allowed additional time if needed to fully present the opinion of the group. After a spokesperson has spoken on behalf of a group, the presiding officer may limit the number and/or the time other persons allowed to speak to present similar opinions.

b. Recording by the public

Those attending meetings may use sound or video recording devices provided their use does not interfere or disrupt the meeting and does not violate the constitutional rights of others.

c. Written materials

Citizens may submit written comments or materials to the Board before or at a meeting and may ask that they be added to the record. The Board shall enter the information into the record as requested unless doing so would be unduly burdensome.

Record

9. Record of meetings:

Minutes of all public board meetings shall be kept in a journal (binder). The vote of each member shall be recorded on each appropriation of money, except for payments of judgments, claims, and amounts fixed by statute. We will keep all minutes of all the other meeting the board members attend in a binder.

10. Audio Recordings:

Unless the board expressly states otherwise in the minutes of a particular meeting, any tape recordings made of meetings by the Board are solely for the purpose of assisting the clerk to develop accurate minutes. Such tapes are not part of the Town's official records and, after approval of the minutes of the meeting to which a tape applies, will be recycled for use at future meetings. If the Board is taping a meeting, the Board may make a motion at the meeting to make the tape recording part of the official record of the meeting. If a motion is passed to make a tape a part of the official record, the Town clerk shall preserve the tape as part of the official record and make it available in the same manner as written minutes.

11. Continue Meetings:

The Board may by motion continue a meeting to a later time by announcing as part of the motion and recording in the minutes the date, time, and place of the continued meeting. Whether notice of the continued meeting will be provided is left to the discretion of the Board.

12. Access to public information:

It is the intent of the Board to provide reasonable means of access to public information held by the Town. Information in the possession of the Town shall be considered public unless the Board determines the information to be non-public. Access to information determined by the Board to be non-public shall be limited to Town officers and those who have a right to access the information by law.

A . Request for Information.

Anyone may request, either verbally or in writing, to inspect or to receive photocopies of public information held by the Town. Those wishing to inspect public records should contact the Town Clerk to make arrangements to view the information either at a Board meeting or at such other time as may be mutually convenient. Those wishing to obtain photocopies of public documents shall complete an Information Request Form (**Appendix B**) detailing the information requested.

a. Fees for Photocopies.

The following fees may be charged for photocopies of public information from the Town:

- (1) **Labor:** The time spent by those acting on behalf of the Town to satisfy the request for photocopies, including the time to search for, compile, and photocopy the information, shall be charged at a rate of the current allocated labor rate of the clerk.
- (2) **Photocopying:** The fee for photocopying shall be charged at a rate of \$0.25 per page.
- (3) **Mailing:** The fee for mailing photocopies shall be the postal rates in effect at the time together with the actual cost of envelopes or other packaging materials.
- (4) **Other Costs:** Any other actual costs the Town incurs to provide the photocopies shall be charged to the person making the request including, but not limited to, mileage and office supplies or other items that need to be used to satisfy the request.

b. Prepayment of Fees

If the total estimated amount of the fees to satisfy a request for photocopies exceeds \$30.00, the person requesting the photocopies must pay the total estimated amount of the fees to the Town before it will undertake to provide the photocopies. If the actual fees incurred to provide the photocopies are less than the estimated fee amount, the Town shall reimburse the difference at the time of providing the photocopies. If the actual fees incurred to provide the photocopies are more than the estimated fee amount, the person making the request must pay the Town the difference before receiving the photocopies.

13. Amending or updating the policy:

The Board may amend this policy by resolution.

14. Severability:

If any part or portion of this policy is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of the policy.

Adopted this 13th day of May, 2015

Town Chair

Attest: _____
Cari Ann Alleman, Clerk

Appendix A

RULES OF PARLIAMENTARY PROCEDURE FOR TOWN BOARD MEETINGS

The following are the rules of parliamentary procedure the town board (Board) of Harris Township, Itasca County, Minnesota has adopted for use at its board meetings.

Voting:

A majority vote of those supervisors present and voting shall be required to pass a motion unless a greater number is required by law or ordinance. Abstentions from voting shall reduce the number considered voting on the motion, shall not be considered as a vote either for or against the matter under consideration, and shall be recorded in the minutes of the meeting along with a reason for the abstention.

Method of taking action:

All actions of the Board shall be taken by motion, including the adoption of resolutions and ordinances. A supervisor may raise a point of order without making a motion. The following are permitted motions:

Action	Description	Requires Second	Amendable
Main Motion	Used to bring an item of business before the Board.	Yes	Yes
Amend	Used to amend the wording of a main motion.	Yes	Yes
Call the Question	Used to immediately end debate on a motion.	Yes	No
Lay on the Table	Used to postpone debate or a vote on an issue either indefinitely or to a certain time or a certain occurrence mentioned as part of the motion.	Yes	Yes
Point of Order	Used to raise a question of parliamentary procedure to the presiding officer.	No	No
Roll Call	Used with respect to a particular issue before the Board to require each supervisor's vote on the issue to be recorded in the minutes of the meeting.	Yes	No
Suspend Rules	Used to suspend the rules of parliamentary procedure in exceptional circumstances to facilitate the Board taking action on a particular issue.	Yes	No
Appeal Ruling	Used to appeal a ruling of the presiding officer.	Yes	No

If an issue of parliamentary procedure arises that is not addressed in this policy, the presiding officer may seek guidance from the most current edition of Robert's Rules of Order to help resolve the issue.

Appendix B

**HARRIS TOWNSHIP
INFORMATION REQUEST FORM**

Persons requesting photocopies of public information from the Town must complete this form, return it to the town clerk, and pay the applicable fees as indicated below.

Requester's Name: _____ Date of Request _____

Requester's Address: _____

Requester's Phone Number: _____ Signature _____

Description of the Information Requested: _____

Town Use Only

The request is: Approved, Approved in Part, or Denied. Reason(s) for a partially approval or a denial: _____

Fees applicable to the request:

			Estimated Cost	Actual Cost
Labor	_____ x \$ _____ # Hours Hourly Rate		_____	_____
Photocopying	_____ x _____ Rate Hourly Rate		_____	_____
Mailing	_____		_____	_____
Other Costs	_____ _____		_____ _____	_____ _____
Totals:			_____ *	_____

Difference: _____ To be paid by requestor.
 To be refunded by Town.

* If the total estimated cost exceeds \$30, the requestor must pay the entire estimated amount before the Town will undertake to satisfy the request. If the actual cost is less than the estimated cost, the Town will refund the difference at the time the copies made available to the requestor. If the actual cost is more than the estimated cost, the requestor must pay the additional amount before receiving the copies.

Supervisor _____ introduced the following resolution, and moved for its adoption:

Town of Harris, Itasca County, State of Minnesota

RESOLUTION #2017-007

A RESOLUTION AUTHORIZING a \$0.25 INCREASE IN THE PUBLIC, EDUCATION, AND GOVERNMENT FEE EFFECTIVE JANUARY 1, 2018

WHEREAS, on April 5, 2017, the Harris Town Board held a public hearing regarding the proposed \$0.25 (twenty five cent) increase in the Public, Education, and Government (PEG) fee that is charged by cable companies and passed onto Itasca Community Television, Inc. and

WHEREAS, the current charge is \$1.00 per month, per subscriber, and the proposed increase of \$0.25 per subscriber, per month would be an annual increase of \$3.00 a year per subscriber, and

WHEREAS, the Grand Rapids Area cable Commission (GRACC) proposed increase to PEG fees is allowed by the franchising authority with Mediacom and Paul Bunyan Communication, and

WHEREAS, the PEG was approved in 2006 and since that time, the cost of living has increased by 9%, and

WHEREAS, this increase is also necessary to update the studio, support volunteer production equipment, volunteer and staff sound equipment; and, if future legislation allows, as portion may be used for general operating expenses.

NOW THEREFORE BE IT RESOLVED, that Town Board of the Town of Harris, Itasca County, Minnesota, authorizes a \$0.25 monthly increase in the Public, Education, and Government fee effective January 1, 2018.

Adopted this 12th day of April, 2017

Jim Kelley, Town Board Chairman

Attest:

Cari Ann Alleman, Town Clerk

Supervisor _____ seconded the foregoing resolution and the following voted in favor thereof:

_____, _____, _____; and the following voted

against the same: _____, whereby the resolution was declared duly passed and adopted.

Harris Township
RESOLUTION No. 2017-008

**A RESOLUTION FOR MAINTENANCE BY THE
TOWN FOR THE FLASHING STOP SIGN LIGHTS
AT THE INTERSECTION OF HARRIS TOWN
ROAD AND WENDIGO PARK ROAD**

WHEREAS, the Town Board of Harris Township, Itasca County, Minnesota will maintain the flashing stop sign lights at the intersection of Harris Town Road and Wendigo Park Road;

WHEREAS, the town board requires that the maintenance of the flashing stop sign lights be maintained by the Township;

WHEREAS, the town board has inspected the flashing stop sign lights and has determined that it meets the specifications and otherwise satisfies the requirements established by the town board; and

WHEREAS, the town board determined that the nature and character of the flashing stop sign lights are such that expending town funds to maintain it is in the public interest;

NOW THEREFORE BE IT RESOLVED by the Harris Town Board, Itasca County, Minnesota, that the town board hereby maintains flashing stop sign lights for maintenance.

Adopted this _____ day of _____, 20__.

By the Board,

Town Chairman, Jim Kelley

Attest: _____
Town Clerk, Cari Ann Alleman

Cari Ann

From: Glen Hodgson <ghodgson@sehinc.com>
Sent: Friday, April 28, 2017 2:57 PM
To: Harris Township; supervisorhttp@gmail.com
Cc: Cari Ann; Bob Beaver
Subject: Wood Tick Culvert

Jim and Ken:

Another update on the culvert issue.

This afternoon I had a lengthy conversation with Rian (not "Ryan" as I have written before) Reed, Area Hydrologist at the DNR. Important outcomes of the conversation include:

- They are not in favor of the slip-lining option. He said they would rather have us "do it right" and replace the culvert with the appropriate size of culvert. So the slip-lining option is dead it seems to me. That's fine and makes sense. But, I think it was still worth bringing the idea up with them and having the discussion.
- He agreed that working through the permit process in 2017 and being ready for construction in 2018 is a good plan of action.
- He is not yet convinced that the 60-inch diameter culvert that Matt Wegwerth had designed last year is a solution that they would approve. More discussion is needed.
- He and I agreed that the first thing to do will be for me to get him copies of plans that SEH prepared last year. He will review those, and then we can go forward from there.
-

So, I will get copies of the 2016 plans to Rian. I think with that, I am at the end of the work that the Board has authorized me to do. I will not go beyond that until the Board has a chance to discuss further action.

However, I think I can now get you a pretty good estimate for an engineering fee for preparing and processing the DNR application. I will work to have that ready for the Board at the May 10 meeting. Preparing the estimate will not be work that I would bill to the Township.

If you have any questions or comments, please feel free to call or email.

Glen D. Hodgson, PE
Senior Project Engineer
SEH
21 NE 5th Street, Suite 200, Grand Rapids, MN 55744
218.322.4516 direct
218.398.7384 cell
www.sehinc.com

Building a Better World for All of Us®

Cari Ann

From: Glen Hodgson <ghodgson@sehinc.com>
Sent: Wednesday, May 03, 2017 8:50 AM
To: Cari Ann
Cc: Harris Township; Harris Township
Subject: Wood Tick Culvert
Attachments: 20170503082955995.pdf

Cari, Jim, Ken:

Attached is a memo to the Board. This memo is a follow-up to discussions we have had and also my discussions with Rian Reed at the DNR.

The main point of the memo is estimating a fee for SEH to prepare and submit an application to the DNR for replacement of the Wood Tick Culvert on Sunny Beach Road. Please consider the estimate as a "not-to-exceed" figure.

I have also attached to the memo a DNR publication that explains some of the requirements of obtaining a permit for a culvert. It appears to me that the major issues with the DNR will be culvert size and number. There will be quite a bit of work and discussion with the DNR to come to a conclusion on those details.

Cari: I would ask that you put this on the agenda for the May 10 meeting. My request for the Board would be to authorize SEH to proceed with this work as described in the memo.

Jim and/or Ken: Please let me know if you want me to attend the meeting for additional explanation and discussion. I will not plan on attending unless I hear otherwise.

Thanks for your patience as I worked through my meetings with the DNR.

Glen D. Hodgson, PE
Senior Project Engineer
SEH
21 NE 5th Street, Suite 200, Grand Rapids, MN 55744
218.322.4516 direct
218.398.7384 cell
www.sehinc.com

Building a Better World for All of Us®

----- Forwarded by Glen Hodgson/seh on 05/03/2017 08:37 AM -----

From: noreply@sehinc.com
To: "Glen Hodgson" <ghodgson@sehinc.com>
Date: 05/03/2017 08:36 AM
Subject: Message from "RNP002673B72BCA"

This E-mail was sent from "RNP002673B72BCA" (MP C3503).

Scan Date: 05.03.2017 08:29:55 (-0500)
Queries to: noreply@sehinc.com



Building a Better World
for All of Us®

MEMORANDUM

TO: Harris Township Board

FROM: Glen D. Hodgson, SEH 

DATE: May 3, 2017

RE: Wood Tick Culvert on Sunny Beach Road
Preparation of DNR Application

At the April 12 meeting the Board directed SEH to prepare an estimated cost to prepare and submit an application to the DNR to replace the Wood Tick culvert.

The following activities are required to submit an application to the DNR:

1. Field survey the road and upland areas
2. Field survey the creek for width, depth and gradient (slope of creek bottom)
3. Prepare electronic base map
4. Review hydrology and determine total culvert sizing needed
5. Determine bankfull width to determine number of culverts needed
6. Set culverts to match gradient of creek
7. Prepare drawings as required for DNR review
8. Submit application to the DNR
9. Post-application review meetings with DNR
10. Receive final approval of permit from DNR and transmit to the Township.

Attached is additional information on the requirements from the DNR for the culvert replacement.

SEH would complete the items listed above on an hourly basis using the previously approved hourly rates. It is estimated that the fee for the required activities will total approximately \$4,000.00. This breaks down as follows:

Survey/Field Work	\$ 900.00
Hydrology and Culvert Sizing	\$1,700.00
Pre-application Meetings	\$ 400.00
Prepare/Submit Application	\$ 600.00
Post-application Meetings	\$ 400.00
Total	\$4,000.00

SEH would not begin work on final plans and specifications without further Board approval, but we would work to maintain a schedule leading to bidding and construction in 2018.

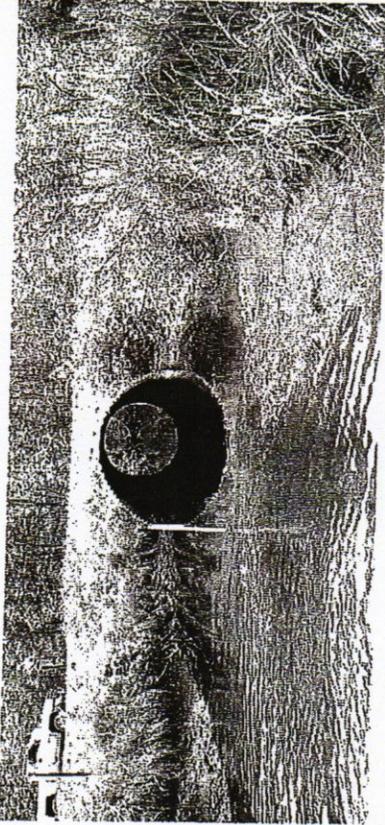
Please let me know if you have any questions or require further information.

P:\FJH\HARRT\141706\1-gen\14-corr\0428 Revised Wood Tick Culvert DNR Application memo.docx

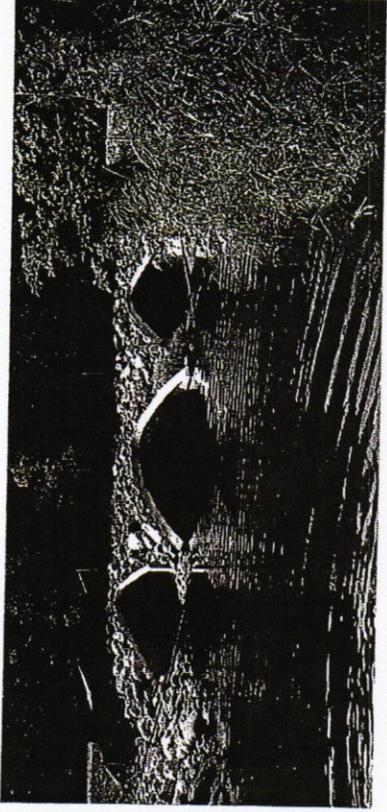
Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 21 NE 5th Street, Suite 200, Grand Rapids, MN 55744-2601
SEH is 100% employee-owned | sehinc.com | 218.322.4500 | 888.908.8166 fax

CRITERIA FOR DESIGNING A CULVERT TO ALLOW FISH PASSAGE AND MAINTAIN STREAM STABILITY



Undersized culvert.



Properly sized and placed culverts.

1. Match culvert width to bankfull width (minimum). Minimize the number of culverts used. Minimum height should be at least 1/3 the bankfull width. Where multiple culverts are used, non-thalweg culverts may be 1 foot shorter than thalweg culverts so top elevations can match.
2. Set culvert at same slope as riffle slope as measured in the thalweg.
3. Bury culvert(s) to 1/6th the bankfull width of the stream (up to 2 feet), 1/5th for steeper streams with larger cobble substrate.
4. Offset elevation of multiple culverts, with thalweg culvert buried according to permit requirements and centered on the thalweg; other culvert(s) set one foot higher.
5. Align culvert with stream alignment.
6. Provide grade control where there is potential for head-cuts that could degrade the channel.

(Much of the information contained within this document was developed and provided by Sandy Verry, retired U.S. Forest Service Hydrologist and currently geomorphology consultant with Ellen River Partners.)

Bankfull Width Determination



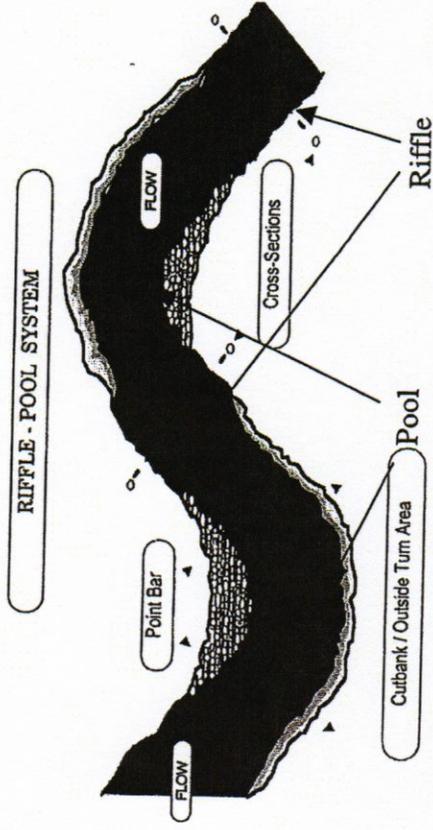
BANKFULL ELEVATION Stage of flow at which water has filled the principal channel and just begins to flow onto the floodplain.

BANKFULL DISCHARGE Bankfull flow is usually associated with about the 1 - 2 year event. Over the long span of years, the bankfull flow is the most prevalent flow that is fast enough to entrain the channel bottom and transport bedload as well as suspend bedload. Bankfull flow shapes the channel.

When possible, calibration should be done using field determined bankfull stage elevations and corresponding channel dimensions to known recurrence intervals at gaging stations. Where gaging station data is not available, approximate calibration can be done through hydraulic modeling.

It is important that culvert width matches bankfull width to provide stability to the channel. By matching bankfull width, velocity through the culvert will more likely match channel velocity for the bankfull discharge.

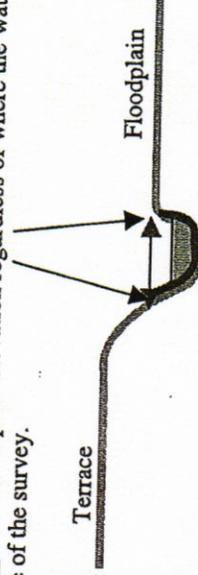
Reference: Rosgen, David L. 1994. A Classification of Natural Rivers. Catena. June, 1994.



DETERMINING BANKFULL ELEVATION Bankfull width can be fairly easy to determine in streams with little to moderate entrenchment (streams with wide, accessible floodplains). With streams that are highly entrenched, determining bankfull width may be difficult.

The flats on top of the depositional features such as point bars are the best indication of bankfull elevation. To measure bankfull width, measure the width of the stream in the riffles (straight sections) from bankfull elevation to bankfull elevation. This measurement should be taken in the narrowest part of the stream. The riffles are the hydraulic control points on the stream, so the cross-sectional area in riffles is the minimum area needed to maintain stream stability.

Measure at the floodplain elevation regardless of where the water level is at the time of the survey.



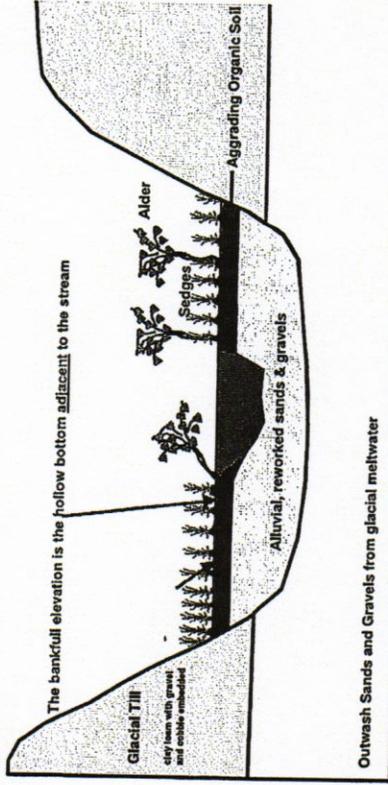
Be careful not to interpret a terrace, when present, as the bankfull elevation. A terrace is a remnant geomorphic feature. Also, do not measure bankfull width near culverts or bridges.

Bankfull Width Determination (cont.)

Determining Bankfull Elevation in Difficult Circumstances or Stream Types

Stream with low, wetland floodplain (E and C Channel)

The majority of the stream channels will be type C and E channels, low gradient, highly meandered streams with wide floodplains (low entrenchment). Identifying bankfull elevation is relatively easy in these channel types. Many channels will flow through wetland areas, with hummocky sedge growth and perhaps alder. In this case, the low points (hollows), between the hummocks will be the bankfull elevation.



Moderately Entrenched Stream Types (B Channel)

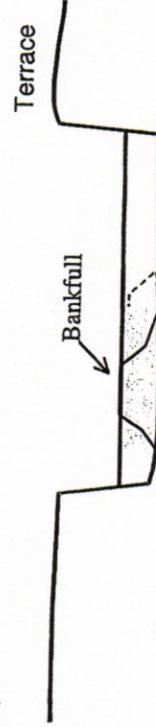
In areas with higher slopes moderately entrenched channels are more common. Small flats adjacent to the stream can often be identified. B channels are typically of moderate gradient, have narrow floodplains (moderately entrenched), have low sinuosity and are usually dominated by rapids.



Look for small, footprint-sized floodplain flats adjacent to the channel in B stream types

Highly Entrenched Stream Types (Wide and shallow channel) (F Channel)

In Minnesota, F channels are often unstable sections of stream that have become overwide and are in an intermediate stage of channel evolution in reaction to a past or current disturbance to hydrology or sediment load. F channels have little or no floodplain (highly entrenched), are wide and shallow and are low gradient with moderate sinuosity. The tops of mid-channel bars may be the only indicator of bankfull elevation.

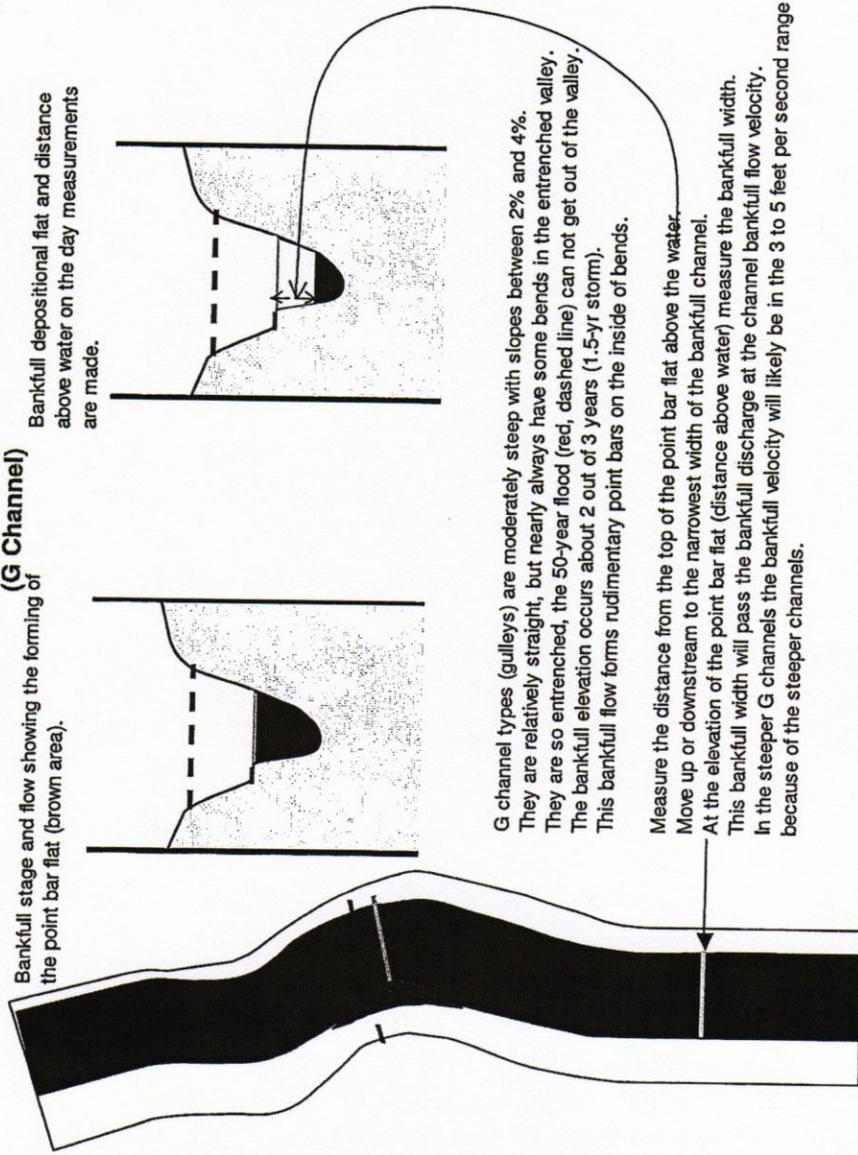


The highest mid-channel bar is the elevation of the bankfull stage.

Bankfull Width Determination (cont.)

Determining Bankfull Elevation in Difficult Circumstances or Stream Types (Cont.)

Highly Entrenched Stream Types (Narrow and deep channel)



Highly Entrenched Stream Types (Narrow and deep channel- steep slopes)

(A Channel)

A (and A+) channels are high gradient (>4% slope), entrenched channels that are relatively narrow and deep. There is no easy, reliable way to determine bankfull elevation on these types of stream channels. Because A channel segments are rare and likely short in Minnesota, the best technique would be to go upstream or downstream of the A channel and measure bankfull width at that location.

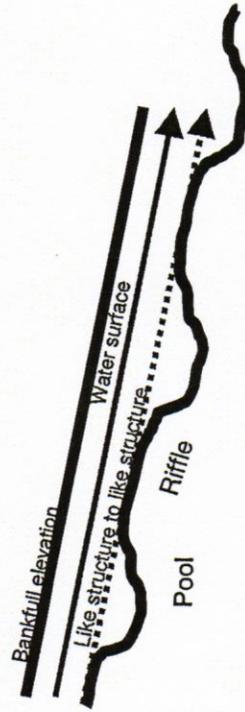
Determining Slope and Elevation

Unaltered streams follow a predictable pattern with pools forming in the outsides of bends and riffles (shallowest points in the longitudinal profile of the stream) forming in the straight sections. Riffles control the elevation and slope of the stream; therefore, the riffle elevations (as measured in the thalweg*) should be used to determine culvert elevation and slope. Culverts are usually set in riffles because it is easier to cross a stream in a straight stretch than in a bend and the banks tend to be more stable.

SURVEYING RIFFLES

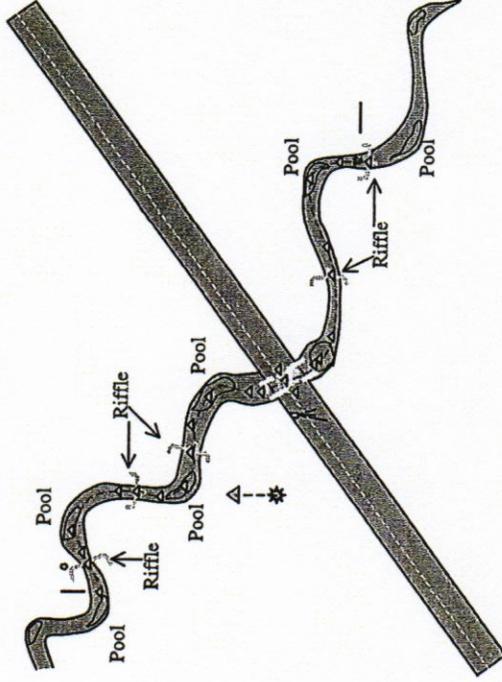
The easiest way to determine culvert invert elevations is to measure a minimum of two riffle elevations upstream and two downstream of the crossing (avoid the riffle immediately downstream of the culvert).

(Every effort should be made to increase the length of your longitudinal profile to get as many riffle elevations as possible.) Elevations should be measured at least at every change in depth, ensuring that all riffles are measured. Measure the stream distance between each reading so slope (elevation vs. distance) can be calculated and record station distance of each existing or proposed culvert invert. Three elevations should be measured at each location; 1. Thalweg * 2. water surface and 3. bankfull elevation (although not necessary, recording bankfull elevations when possible can help in the analysis).



There are three ways to measure stream slope. Water surface, bankfull and like structure slopes will be the same in stable streams. Culvert elevation determination, is based on riffle elevations (like structure to like structure), as measured in the thalweg.

▲ Location of elevation readings for longitudinal profile



If you are not confident you can identify pools and riffles, record thalweg elevations frequently through at least three bends both upstream and downstream of the crossing.

Remember to establish a benchmark to tie all your readings together and to use when setting the culvert at the proper elevation.

*Thalweg = Deepest point in a channel cross-section, usually found near the center of the channel in riffles and near the outside of the bend in pools.

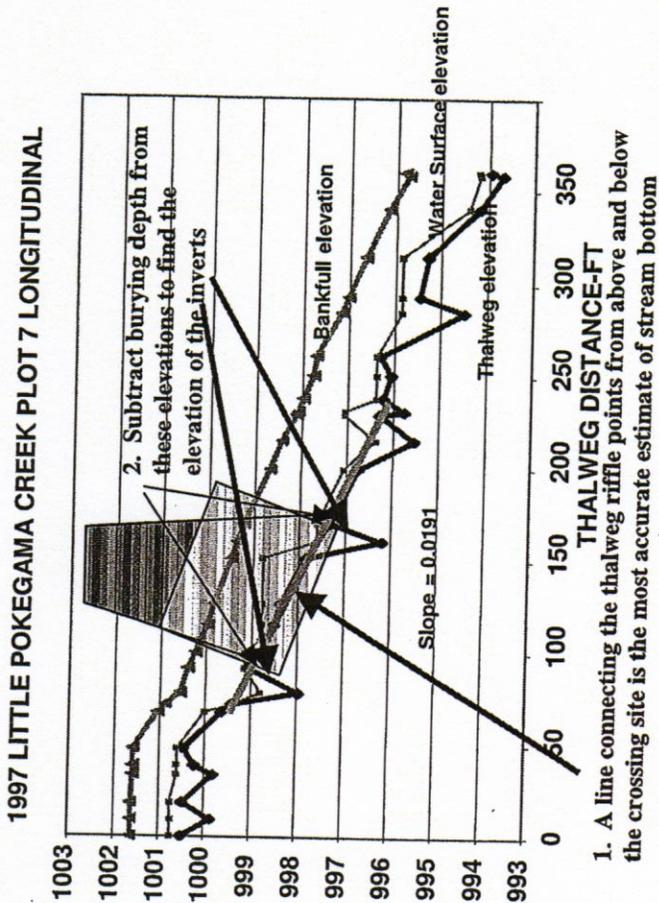
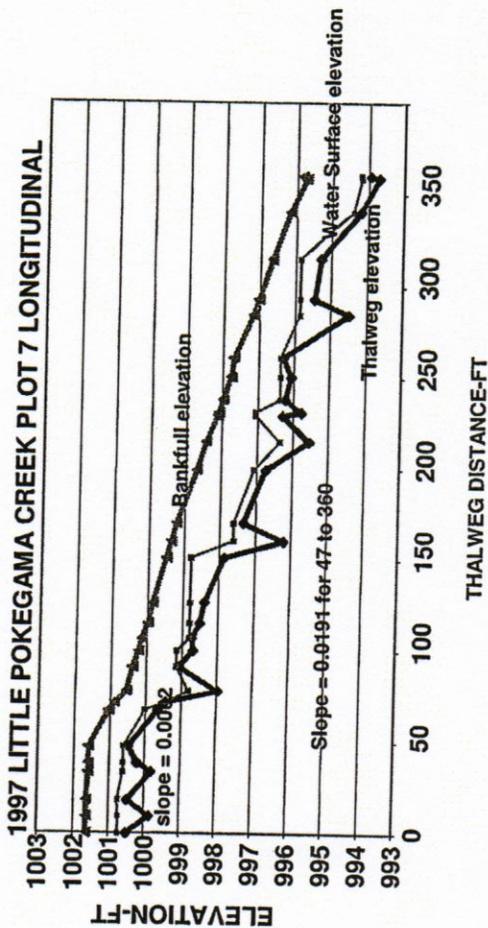
Determining Slope and Elevation (Cont.)

PLOTTING

Once longitudinal profile elevations have been collected, plot the elevations versus distance to calculate the slope (regress). Thalweg, water surface and bankfull slopes should be similar. It should become evident which points are riffles, which are pools and which are intermediate points. To calculate riffle slope and determine elevations of culvert inverts, regress only the riffle points. The invert distances can be inserted into the regression to calculate the stream bottom elevation at the inverts. Once this is done, subtracting $1/6^{\text{th}}$ the bankfull width ($1/5^{\text{th}}$ in higher gradient, large substrate streams) from this elevation will yield the proper invert elevation.

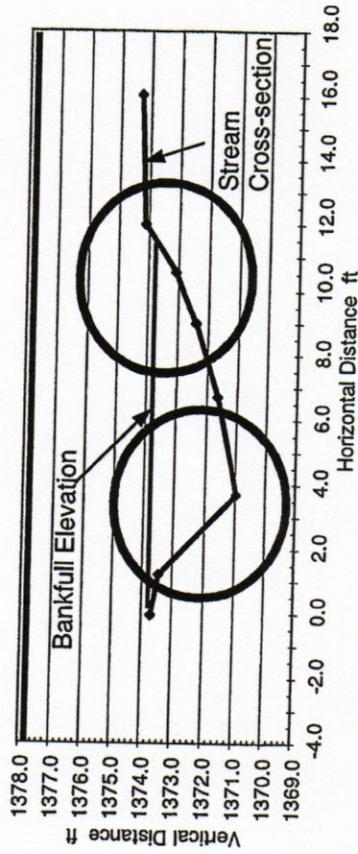
If there was an obvious scour pool immediately downstream of the culvert, then there will often be an unusually high riffle immediately downstream of the scour pool. This is likely an indication that the current culvert is undersized and/or set too high. In this case, disregard this riffle when calculating riffle slope and culvert invert elevations.

When installing multiple culverts, remember to bury the culvert closest to thalweg to proper depth and place other culvert(s) about a foot higher. Also, when working with small or lightweight culverts (CMP), dig channel for culverts approximately 6 inches deeper than design elevation to account for culvert pushing up during backfilling.



Burying and Offsetting

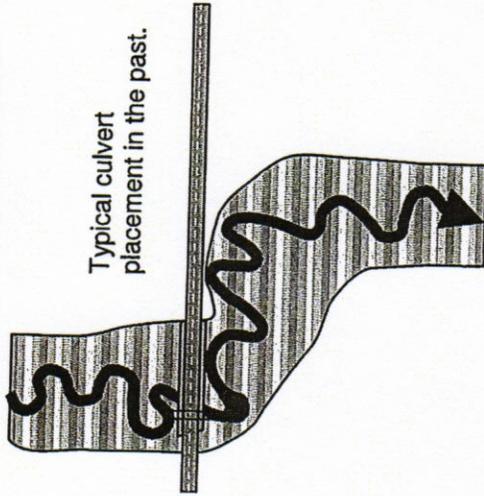
Determining proper elevations of culvert inverts is described in previous pages. When installing multiple culverts, one culvert should be buried to 1/6th the bankfull width as determined by using the longitudinal riffle slope elevation and should be centered on the thalweg (deepest part of the channel cross section). The remaining culvert(s) shall be placed one foot higher. Every effort should be made to minimize the number of culverts to maximize capacity and sediment transport.



Note; This is the design installation based on a measured cross-section. The stream will adjust its cross-section and will look different after installation. The stream will maintain its cross-sectional area through the culverts, thus resulting in less sediment in the culverts than appears in this diagram.

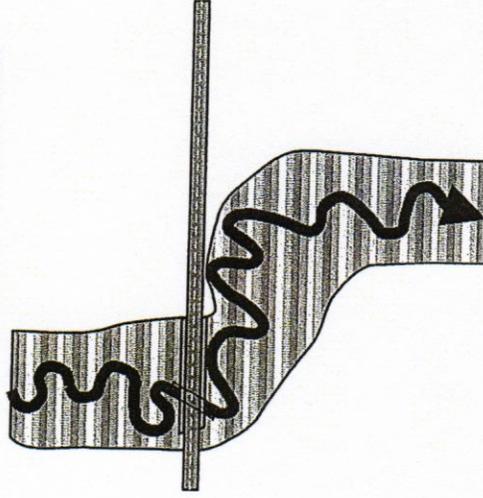
Alignment

IMPROPER ALIGNMENT



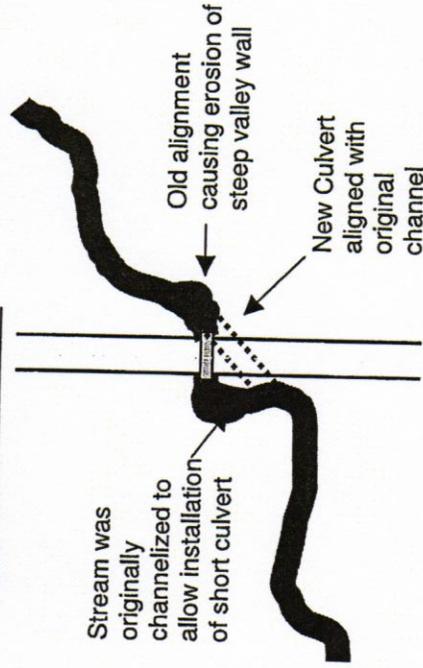
Typical culvert placement in the past.

CORRECT ALIGNMENT



In the past, culverts were typically placed perpendicular to the road, regardless of stream alignment, to minimize the length of the culvert. This saved money in the short term by allowing the shortest possible culvert and was believed to have less impact on fish passage because the distance fish had to swim through the culvert was minimized. However, shortening the stream length increases slope locally, which can destabilize the stream. In addition, the outlets of such culverts often direct the outflow into a bank, rather than down the channel, thus causing bank erosion. These concerns are alleviated by following the channel alignment and other requirements of the permit. By matching bankfull width with culvert width, and burying to allow the culvert to fill with native substrate, fish passage should not be impacted by a longer culvert, and designing for a stable stream will reduce maintenance costs in the long run.

EXAMPLE OF EXCEPTION



Exceptions to the requirement of Special Provision #3 of following stream alignment include replacing culverts that were not in alignment when first installed or situations where the stream is naturally directed into a steep valley wall leading to erosion of the valley wall. An example of the first situation is shown to the right, where a channelized section of stream was removed and the proper alignment was restored. When the stream is being directed into a valley wall at the outlet of a culvert, it may be beneficial to redirect the channel away from the valley wall, although each situation is unique and should be looked at individually. Longitudinal slope data must support the proposed change in alignment and plans should be approved by the Area Fisheries Supervisor. Benefits of realigning the channel should be balanced with the impact of installing a longer culvert. Culverts exceeding 100 feet should be avoided.

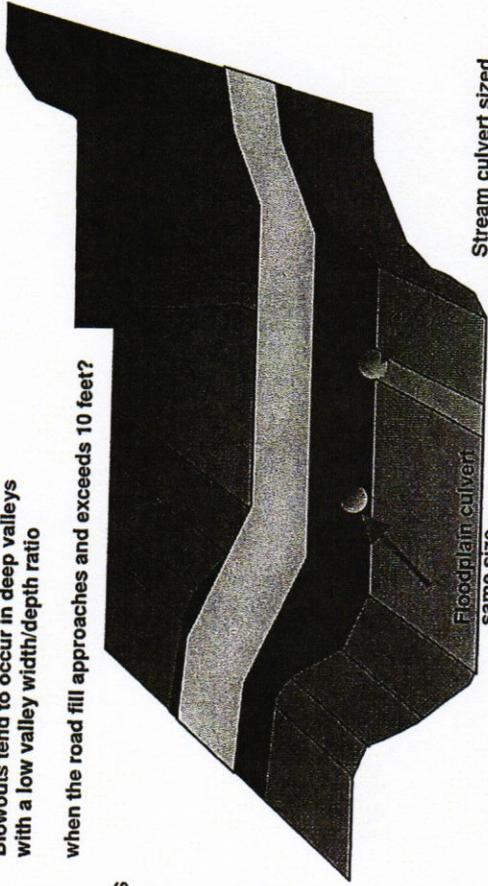
Always consult Area Fisheries Supervisor before altering alignment.

Other Considerations

FLOODPLAIN CULVERTS (See diagram to right)

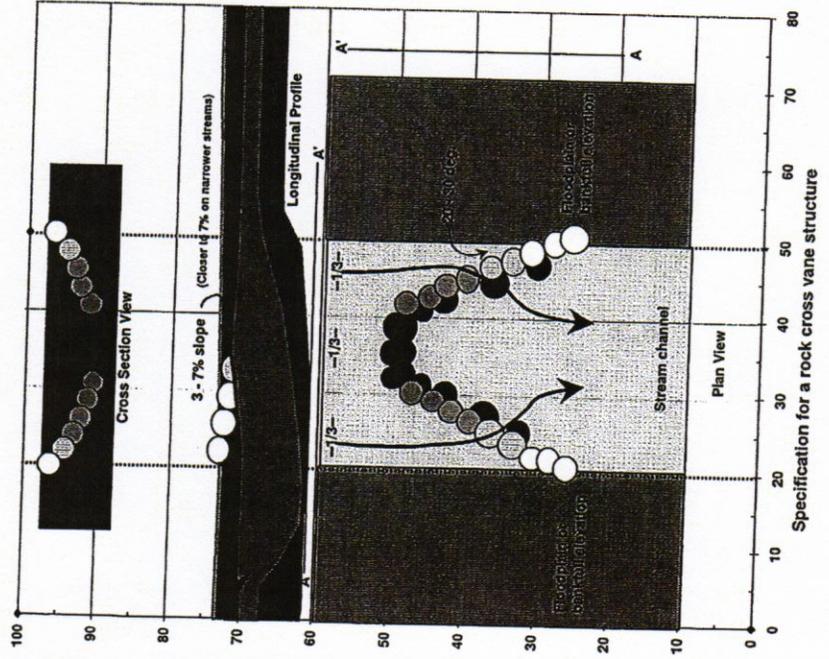
The requirements in this permit are minimum design specifications. There are circumstances that may require additional design. A healthy stream has full use of its floodplain to release the energy of floods and fish also use the slower velocities in floodplains during extreme floods. In deep valleys, especially narrow, entrenched ones, adding floodplain culverts not only increases stream stability and aids in fish passage, but reduces the likelihood of road washout. Always consider floodplain culverts in crossings with a history of washouts, or where fish passage is especially critical.

Blowouts tend to occur in deep valleys with a low valley width/depth ratio when the road fill approaches and exceeds 10 feet?



GRADE CONTROL

Grade control structures may be beneficial to add to a stream crossing design. They can be used to protect single span bridge pilings from scour, provide grade control to prevent head-cutting where past undersized and/or perched culverts have caused aggradation of the channel upstream of the culvert and degradation downstream, to backwater into existing culverts to slow velocities for fish passage, or to direct flow away from a bank. (See www.wildlandhydrology.com/assets/cross-vane.pdf for design specifications) W-weirs can be used to protect instream bridge pilings from scour. If grade control greater than about one foot is needed, a rock arch rapids will need to be installed. Design assistance can be provided by the Department of Natural Resources.



DUST CONTROL & ROAD STABILIZER

- Gravel Roads
- Parking Lots
- Resorts
- Private Driveways
- Commercial/Residential

DUST  GONE



LARRY D. HANSEN
20483 Mishawaka Shores Dr.
Grand Rapids, MN 55744
Phone: 218-327-9089
Cellular: 218-838-8348

April 20, 2017

Dear Dust Control Customer and Prospective Customers:

I would once again like to take this opportunity to thank you for your past patronage and look forward to serving your dust control needs again this year.

Spring made an earlier entrance this year and road restrictions should be lifted by May 19th. I have begun to schedule appointments for dust control and road stabilization applications. As in the past, I cannot spray any county or township roads until the county or township has prepared the road for spraying. This also applies to parking lots, which must be graded or properly prepared with class 2 or 5 gravel before they can be sprayed.

Magnesium chloride is designed to control dust but does not necessarily eliminate it completely. The effectiveness of dust control treatments may be affected by the following:

- a. Amount of traffic
- b. Hours of direct sunlight
- c. Amount of grading required by the county or township
- d. Quality of gravel on the road
- e. Amount of rainfall

If you are interested in an application this season, please contact me at your earliest convenience to schedule an appointment at 218-327-9089 or my cell phone number is 218-838-8348. You can also reach me by email at larryhansen@mchsi.com

Again, it has been my pleasure to serve you and look forward to your business again this year.

Sincerely,



Larry D. Hansen, Owner of Dust B gone

COURI & RUPPE, P.L.L.P

Michael C. Couri*
Robert T. Ruppe**

Attorneys at law
705 Central Avenue East
PO Box 369
St. Michael, MN 55376-0369
(763) 497-1930
(763) 497-2599 (FAX)
www.couriruppe.com

**Also Licensed in Illinois*

***Also Licensed in California*

April 24, 2017

Harris Township
Cari Ann Alleman, Clerk
21583 Keyview Dr
Grand Rapids, MN 55744

Re: Proposal for Legal Services – ADVERTISEMENT

Dear Town Clerk:

On behalf of Couri & Ruppe, P.L.L.P., I am pleased to introduce our firm, its members and their qualifications to Harris Township. You may have heard us speak at your County Unit Meeting or at a seminar sponsored by the Minnesota Association of Townships where we have presented on topics relevant to the area. Couri & Ruppe has represented Minnesota Townships over the past thirty years, and currently represents 198 Townships. Our support of Townships over the years has ranged from presenting at the Township Short Courses, hosting a hospitality suite at the Minnesota Association of Townships' Annual Meeting every November, and, more recently, putting on the Couri & Ruppe Township Legal Seminar.

The Couri & Ruppe Township Legal Seminars have been well received over the past seven years by over 1,350 attendees. This year we will be holding our eighth annual Township Legal Seminar. The seminars will be held on four different dates and at four different locations, as follows:

Thursday, June 8, 2017	Albertville City Hall (Wright County)
Saturday, Sept. 16, 2017	Rutledge City Hall (Pine County)
Saturday, Oct. 7, 2017	Cotton Town Hall (St. Louis County)
Saturday, Oct. 14, 2017	New Haven Town Hall (Olmsted County)

Please see our enclosed flyer for details and for registration information.

Through our broad representation of Townships, the members of our firm have gained extensive knowledge of Township law, including such subjects as Town powers (including urban Town powers), Town roads, cartways, road improvements, subordinate service districts, planning and zoning, annexation, incorporation, establishing community sewage treatment systems, and special assessment procedures. Couri & Ruppe also has experience with Joint Powers Agreements, police, fire, and other service contracts involving Townships.

Members of our firm are flexible about traveling throughout the state in order to provide your Township with the level of service you require for any situation. In many cases, we are able to provide the needed legal services to our Township clients via telephone and e-mail without the necessity of traveling to the Township, which in turn reduces the Township's legal expenses.

Because we work with Townships so extensively, we understand Minnesota Townships' long-standing tradition of providing low-cost, grass-roots government to its citizens. As a result, we work hard to keep our rates reasonable. We bill at a rate of \$185 per hour for all general legal services, \$205 per hour for all development work (this amount gets passed through to the developer for payment related to work done on their plat or development). Our monthly bills provide a detailed itemization of the work that was performed so that the Town Board can properly audit the claim before approving payment.

We hope that your Township will keep Couri & Ruppe in mind for its future legal needs. Please feel free to contact us at 763-497-1930 or toll free at 888-316-1176 if you have any questions regarding our legal services.

Thank you for your consideration of Couri & Ruppe for Harris Township's legal needs.

Sincerely,



Michael C. Couri
Couri & Ruppe, P.L.L.P.

Township Legal Seminar

Presented by:
Couri & Ruppe Law Office

Inquiring Minds Want to Know:

- **ROAD ORDINANCES- CODES YOU CAN RIDE ON!**- Ordinances to protect your roads.
- **OPEN MEETING LAW**- Texts, tweets and technology--Oh my!
- **IT'S ALL FUN AND GAMES UNTIL SOMEBODY GETS IN AN ACCIDENT**- Liability for snowmobile & ATV accidents on town roads.
- **TOWNSHIP JEOPARDY**
- **SHORT SHOTS**- Subdivision ordinance workarounds (park dedication, letters of credit, partial subdivision ordinance).
- **ANNEXATION ANXIETY**- Navigating your way through the annexation maze.
- **CEMETERIES**- Where are your records buried?
- **STUMP THE CHUMPS**- Answers to any and all legal questions you may have. Everything you always wanted to know but were afraid to ask...



Registration and All Materials are FREE!
Complimentary Lunch Provided!

CHOOSE THE DATE AND LOCATION THAT WORKS BEST FOR YOU:

THURSDAY, JUNE 8, 2017 (9:00am to 4:00 pm)- Albertville City Hall (Wright County)

SATURDAY, SEPTEMBER 16, 2017 (9:00am to 4:00 pm)- Rutledge City Hall (Pine County)

SATURDAY, OCTOBER 7, 2017 (9:00am to 4:00 pm)- Cotton Town Hall (St. Louis County)

SATURDAY, OCTOBER 14, 2017 (9:00am to 4:00 pm)- New Haven Town Hall (Olmsted County)

Register directly from our website:

www.couriruppe.com (click on the "Township Legal Seminar" tab)
or call Kathy at (763) 497-1930



MINNESOTA DEPARTMENT OF HEALTH
SECTION OF DRINKING WATER PROTECTION
Report of Analytical Results



625 Robert St. N. St. Paul MN 55155
P.O. Box 64975 St. Paul MN 55164 - 0975

Final Report - Client Copy

The following are the results of your most recent sample analysis required for compliance with the Environmental Protection Agency's (EPA) Safe Drinking Water Rules. **The results indicate the sample(s) collected was in compliance with Safe Drinking Water Rules.** This report pertains only to the contaminants which have a lab result listed below. It may not address all regulated contaminants. These results must be kept in your files for a minimum of ten (10) years. If you have any questions, call 651/201-4700.

Program: HU Transient Noncommunity

System Name : **Harris Town Hall**
City : Grand Rapids

PWSID: **5310066**

Laboratory : Minnesota Department of Health--Env. Laboratory

Date Collected : 02/15/2017	Lab Sample # : 17B1102-01
Date Received : 02/21/2017	Field # : SL021517B
Date Analyzed : 02/28/2017	Sample Type : B
Collector Name : Steven Lindgren, R.S.	
Collector ID : 5421	

Sampling Site : Well #1 EP

Nitrate + Nitrite Nitrogen, Total: Less than .05 mg/L

Laboratory : Steven Lindgren, R.S.

Date Collected : 02/15/2017	Lab Sample # : G259611
Date Received : 02/15/2017	Field # : sl021517b
Date Analyzed : 02/15/2017	Sample Type : B
Collector Name : Lindgren, R.S., Steven	
Collector ID : 5421	

Sampling Site : hose bibb

BACTERIA RESULT: NO COLIFORM BACTERIA WERE DETECTED.

Date Report Generated: 04/07/2017

HARRIS TOWNSHIP
C/O SUPERVISOR
20876 WENDIGO PARK ROAD
GRAND RAPIDS MN 55744



April 5, 2017

Government Agencies

Re: 2017 Construction Season

Dear Sir/Madam:

As we enter another safe and collaborative construction season, we at CenturyLink wanted to reach out to you and your team to ask for your help in our on-going initiatives toward early coordination and planning of Road Projects. We all have a stake in the public improvement planning process, and we all share the same goal of early coordination, with the hope that it will reduce, or even eliminate conflicts that so often arise between existing utilities and public improvement projects.

History tells us that early coordination and communication between public improvement agencies and private utility owners have created benefits for both, and we thank you for your part in that process. The Minnesota State Legislature had this same goal in mind when it adopted Minnesota Statute § 216.D.¹ This is the Statute that provides the road map for how we should work together.

We can do our part in this process much more effectively when that process begins at the earliest stages of your planning and engineering processes. To that end, we encourage you, your organizations, and your professionals to share plans as early as possible. We too, will do the same with our staff and with Terra Technologies a Civil/Utility Engineering firm that we engage to help us facilitate this goal.

Upon receiving notice of any road construction projects CenturyLink Engineers will immediately engage Terra Technologies to evaluate design plans. CenturyLink will ensure the uninterrupted communication services upon which we all rely for public safety, such as 911, Federal Aviation Administration communications and other national security organizations. In the same spirit, your engineers rely upon timely and accurate feedback from CenturyLink to avoid costly construction delays, project scope and cost increases and impacts to the motoring public.

We have found that we are most successful in performing timely and permanent utility relocations and finding better solutions to design conflicts, when we follow and practice the standards outlined in the *Minnesota Department of Transportation (MNDOT)* brochure entitled "Utility Accommodation and Coordination Manual".

http://dotapp7.dot.state.mn.us/cyberdocs_guest/quickstart.asp?show=view:1401425&noframes=yes

Minn. Stat. § 216D.04, subs. 1a (c) and (d) state:

(c) A person required by this section to show existing underground facilities on its drawings shall conduct one or more preliminary design meetings during the design phase to communicate the project design and coordinate utility relocation. Affected facility operators shall attend these meetings or make other arrangements to provide information.

(d) A person required by this section to show existing underground facilities on its drawings shall conduct one or more preconstruction meetings to communicate the project design and coordinate utility relocation. Affected facility operators and contractors shall attend these meetings or make other arrangements to provide information.

In addition to the wealth of information in the manual, MNDOT offers training of its best management practices for road and utility construction. We are committed to doing our part and committed to continued improvement at every level in our organization.

To provide an open portal through which you can communicate your current and upcoming projects, listed below are the names and contact information for the Engineering Managers in CenturyLink and Terra Technologies' Minnesota offices. If you are unsure as to who to contact, or if you are having difficulty making contact with a CenturyLink or Terra Technologies' engineer, please feel free to e-mail CTLRoadConstructionMN@centurylink.com or contact any one of us. We also welcome any opportunity to meet with you in person. We look forward to a safe and successful 2017 construction season.

Sincerely,

David Haedtke
425 East Monroe Street
Anoka, MN 55303
651.296.3678
david.haedtke@centurylink.com
CenturyLink Metro MN

Monty Parker
20 South Wilson Ave.
Rice Lake, WI 54868
715.234.5528
monty.parker@centurylink.com
CenturyLink - South East Outstate MN

Debbie Brehmer
425 St. Germain Street East, Suite 200
St. Cloud, MN 56304
320.255.8294
Deborah.Brehmer@centurylink.com
CenturyLink - St. Cloud & Outstate MN

Brandon Aman
9298 Central Ave. NE Ste. 412
Blaine, MN 55434
701.866.7952
baman@terratechllc.net
Terra Technologies - All of Minnesota

Stephanie Hellquist
9298 Central Ave. NE Ste. 412
Blaine, MN 55434
651.283.6774
shellquist@terratechllc.net
Terra Technologies - All of Minnesota

cc: City & County Attorneys

STRICTLY business

Summer 2017

Grand Rapids • Kettle River • Mountain Iron
800-421-9959 • www.lakecountrypower.coop

In this Issue

- Save energy the old-fashioned way
- Educated employees
- \$100,000 Revolving Loan Fund
- Clean your facility and save
- Clean with green products

Saving energy the old-fashioned way

Many companies find energy savings by taking a back-to-basics approach

With a drive to cut energy costs and increasing concerns for the environment, it seems everyone is telling you how to become more energy efficient. In fact, a whole industry has grown to help companies audit and analyze energy use, as well as finance and implement energy-efficiency projects.



A successful energy conservation strategy should look at energy consumption behavior, in addition to facility and equipment upgrades. Companies that take a back-to-basics conservation approach can quickly realize significant energy reductions at little or no cost, and maximize energy efficiency.

Low-cost conservation measures produce big savings

Grundfos Pumps Mfg. Corp. has nearly 300 employees and a 230,000 square foot facility. The company initiated a three-year plan to cut energy consumption by 10 percent. In the second year alone, they achieved energy savings of 28 percent. While retrofit measures such as energy-efficient lighting were implemented, significant energy savings were achieved through low- or no-cost energy conservation measures.

- Lighting was turned off during breaks, on weekends and after hours. In addition, the energy management system was reprogrammed to operate some lighting for 8 hours instead of 24.
- Production was scheduled from 4:30 AM to 1:00 PM to reduce peak usage in the summer. Office hours were scheduled from 6:00 AM to 2:30 PM.
- Cycle times for air compressors were changed from 35 seconds between loads to 135 seconds.

Shifting the hours of operation resulted in a cost savings of 760,000 kilowatt-hours—\$10,000 to \$12,000 per month. The reduced lighting resulted in 15,000 kilowatt-hours of savings, while the increased compressor cycle time saved another 10,000 kilowatt-hours.

Lake Country Power has secured the right to republish these documents.

Educated employees will save energy

Raytheon Company is a large manufacturing company that specializes in defense, electronics and information technology. The company discovered that up to two-thirds of its total electricity consumption was due to the plug load of its 80,000 worldwide employees.

Raytheon launched a program called “Energy Conservation for a Competitive Advantage.” The program was designed to educate employees about the costs and environmental impact of the energy they use every day, and to underscore how energy conservation can contribute to Raytheon’s competitive advantage. The program is supported by more than 900 “energy champions” who are responsible for energy conservation in specific work areas, and for motivating other employees to identify and implement conservation measures.

The program yielded an estimated energy savings of 80 million kilowatt-hours, an energy cost reduction of approximately \$9 million dollars. Through these energy savings, the company avoided 116 million pounds of greenhouse gas emissions, roughly equivalent to the emissions of over 10,000 vehicles. For their efforts, the company was named an ENERGY STAR® partner of the year.



Clean your facility this spring & save

- **Cooling system.** Before the cooling season begins, have your system cleaned and inspected by a qualified professional to eliminate lingering odors, improve indoor air quality and avoid maintenance problems and higher operating costs.
- **Windows.** Washing windows improves the appearance of your building, brightens the indoor environment, and adds natural daylight to save energy.
- **Lighting systems.** Cleaning lamps, fixtures and lenses brightens your facility and increases efficiency.
- **Floors.** Soiled carpets and dirt buildup in corners and under furniture and equipment often results in indoor air pollution and other contaminants, which may cause allergies and respiratory problems. Cleaning hard surface flooring helps prevent falls.
- **Walls and ceilings.** Clean off the dirt that collects on walls and ceilings. If needed, do a fresh coat of paint.
- **Machinery.** Overheating can result from the accumulation of dirt and other foreign matter on motor components, causing excessive wear and reducing overall efficiency. Clean the outside and inside parts of motors and machinery thoroughly.
- **Outside.** Wash the building's exterior and spruce up your landscape. Seal and weatherstrip doors and windows. Plant leafy trees on the south and west sides of your facility for cooling shade in summer and warm sunshine on cold winter days.

Lake Country Power provides Revolving Loan Fund for food co-op's business expansion

Natural Harvest Food Co-op, recently received a \$100,000 Revolving Loan Fund from Lake Country Power to support its expansion into a new 9,000 square-foot building at the intersection of Fourth Street and Sixth Avenue in Virginia, Minn.

"Receiving this loan through Lake Country Power shows how excited the community is for our project because they are also part of the communities we serve," said Anja Parenteau, general manager of Natural Harvest Food Co-op.

The Revolving Loan Fund that LCP administers came about from previous economic development grants received through the United States Department of Agriculture. The USDA is a federal funding agency. USDA provides loans to non-profit rural electric cooperatives like Lake Country Power to spur economic development in rural America.

"We are very supportive of business growth, community improvements and economic development in our region," said Jeff Sheldon, manager, energy services and business development at Lake Country Power. "Through the Revolving Loan Fund, we're able to re-lend federal funding to businesses that meet a set of loan qualifications."

Qualifying businesses must be located within Lake Country Power's service area. Businesses may apply for up to \$100,000 at



Anja Parenteau, general manager of Natural Harvest Food Co-op, stands at the new construction site to accept the \$100,000 Revolving Loan Fund from Lake Country Power's Mark Olson and Jeff Sheldon

three percent interest which must be paid off within 10 years or less.

Natural Harvest Food Co-op opened in 1979 and moved to its current site in 1996. Since then they have outgrown the space and need to build for the future. The new \$3.25 million building will be built with Leadership in Energy and Environmental Design (LEED) standards using local union contractors, and will include an expanded deli, hot food bar, catering services and community meeting-room space. The co-op currently serves 2,600 member-owners.

The food co-op anticipates expanding employment from 25 to more than 40 employees, and expects to open by spring or summer 2017.

For more information about economic development loans and qualifications, please contact Jeff Sheldon, manager of energy services and business development for Lake Country Power at 800-421-9959, ext. 7146.

Clean Green

Using green cleaning products is not only good for the health of your indoor environment, it can help enhance your public image, too. A Harris Interactive poll found that 84 percent of adults prefer to do business with companies that use environmentally friendly products and practices. Select cleaning products that are Green Seal certified or meet the U.S. Environmental Protection Agency's Design for the Environment program.



Cari Ann

From: Andrew Shaw <Andrew@shawandshawlaw.com>
Sent: Thursday, April 27, 2017 1:09 PM
To: Beth George; Cari Ann; ksulem@mntownships.org
Subject: RE: Town franchise authority

Dear parties:

Thanks to Beth sending me the following email, I have found the authority necessary for a Township to participate in a franchise arrangement with a cable provider. At first glance, Minnesota statute 238 applies only to municipalities. Both Kent and I would take that to mean cities and not townships. The definition section of 238 however specifically includes townships in the definition of municipality, and therefore all of the franchise authority granted under 238 is also vested in the Township.

As Beth has stated, Harris Township has participated as a commission member with the city for years in regulating cable communications within their jurisdictions. We now know they have legal authority to do so.

I would request that Cari Ann get back to me and we can address the specific issues you are looking at.

Thanks to everyone for the assistance in straightening this out.

Andrew M. Shaw
Law Office of Shaw & Shaw, P.A.
P.O. Box 365
Deer River, MN 56636
218.246.8535 (office)
218.246.8931 (FAX)

CONFIDENTIALITY NOTE:

The information contained in this email is privileged and confidential, intended only for the use of the addressee named above. If you are not the intended recipient you are hereby notified that any dissemination, distribution or copying of this email is strictly prohibited. If you have received this email in error please immediately telephone the author at the above phone number and return the original message to us at the address indicated above by US mail. We will pay your reasonable expenses incurred in notifying us and returning the message.

From: Beth George [mailto:bgeorge@watchictv.org]
Sent: Thursday, April 27, 2017 11:13 AM
To: Andrew Shaw
Subject: Clarification

My staff brought an email communication that was handed out at the Harris Township meeting back to our office this morning. I have been communicating with the Township on this issue as well.

As a way of clarification to the memo passed out at the Harris Township meeting, may I direct you to the Cable Communications Act of 1984 Public Law 98-549 – October, 1984. This is the Federal document that outlines local authorities' rights and abilities for franchise and PEG fee collection and franchise renewals.

Minnesota Statute 238 and specifically 238.08 picks up where the federal document leaves off defining the franchise requirements.

Harris Township has long been a member of the Grand Rapids Area Cable Commission as allowed in State Statute 238.08 Subd. 5.

I hope this is helpful. There is a Cable Commission meeting Tuesday, May 2, if the group needs to address any concerns/questions. Peggy Clayton represents Harris Township.

Beth George
Executive Director
ICTV
(218) 999-00TV

If you like the works of ICTV, consider being a member supporter today!

Cari Ann

From: dave smith <davmar71@gmail.com>
Sent: Thursday, April 27, 2017 11:43 AM
To: harristownshipclerk@gmail.com
Subject: Wagon Wheel Court Road

Wagon Wheel Court Road is in terrible shape.. almost impassible. From Hwy. 169 into the Driftskippers the road is full of HUGE pot holes. The road has not been maintained this spring at all. I contacted Dennis Kortekass last week asking him about the road maintenance and if he would call Casper Construction to arrange for road grading.

Is Dennis the correct call? Should I call someone else?

D Smith
33456 Wagon Wheel Court Road
Grand Rapids

218-256-9925