

# PLANNING & DEVELOPMENT MEETING

## April 26, 2017 – 7:30pm

### Minutes

Present were from the board were: Jim Kelley, Ken Haubrich, Peggy Clayton, Mike Schack, Dennis Kortekaas, Treasurer Becky Adams, Clerk Cari Alleman. We had residents in the audience also.

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

#### 2. Business from the Floor

- ❖ Bernie Carey- asking to throw a retriever for their dog. They live on Stoney Point Road. Mr. Carey is asking permission to throw a retriever, he is a dog trainer and looking for something close by to be able to do drills with the dogs in the morning and evening. They have property in Squaw Lake but it is not a convenient place to go and do simple retrieves. They are planning on doing simple retrieves with the dogs. They would be parking on the road and using the field by the cemetery. It is ideal for what they want to do. Wants to be able to run 100 yard marks, and would only be doing simple drills. They own the only amateur champion in the state of Minnesota. We have a contract with a farmer to cut the hay and he says it won't be a problem. If the hay gets too tall they won't go there. Discussion: if there is a funeral there they would leave. Motion to approve the Carey's to use the field made by Supervisor Clayton seconded by Supervisor Schack discussion: sign a release form to have the dogs there and passed by all.

#### 3. Consent Agenda

- ❖ Comp Plan- We had a good meeting on April 24 at 6 pm. We had a meeting on April 25th for the re-organizational meeting. We went over the resolutions and ordinances.

#### 4. Roads

- ❖ Road Inspections- Underwood road- Supervisor Haubrich and the Maintenance crew went to inspect the culvert after it was noticed there was standing water. They called in for the utilities to be marked and after they are marked they will go out and cleanout the culvert and reshape the ditch. This is on the east side of the lake.
- ❖ Spring road inspections- We usually do these in the beginning part of May. With the new members on the board, it would be good if we can look at all the roads all together. We would have the board together to have them rate the roads the same. That way we are all on the same page for what we are looking at and filling out. If the residents would like to look at the roads with the supervisors they are more than welcome. We are putting out an invitation to have the residents join the road inspections. We are looking at a few evenings or Saturday morning. Some roads we can go through pretty quick. May 9 & 11 or 15 & 16. Motion to have the road inspections on May 9th and 11th at 6 pm made by Supervisor Kelley seconded by Supervisor Haubrich, passed by all. **DO QUARUM NOTICE** Motion to post for the meeting made by Supervisor Clayton seconded by Supervisor Haubrich passed by all.
- ❖ Wood tick culvert going across Sunny Beach Road is deteriorating and Glen will start doing research to see what the DNR would like to have put in there. We are going to see if we can do a sleeve, and Glen will get back to us how long we have to get it replaced. The DNR has a new guy in the position that takes care of culverts, they will get back to us with a cost estimate with the recommendations the DNR would like us to do. Culvert shouldn't be a problem until next year.
- ❖ Road Clean up- usually done the week before memorial, the 25 or 26<sup>th</sup> the 25<sup>th</sup> will work for everyone Motion to have a road clean up made by Supervisor Kortekaas seconded by Supervisor Clayton, the 25<sup>th</sup> at 5:30pm to clean up the road by the cemetery, passed by all.  
**DO QUARUM NOTICE**

#### 5. Recreation

## 6. Town Hall Report

- ❖ Review town hall report as prepared by town hall caretaker, dated 4/11/17- motion to approve the town hall report made by Sueprvisor Haubrich seconded by Sueprvisor Clayton passed by all. Recommending replacing sign "do not drive on the ramp" sign to "don't drive on the grass." Have the maintenance crew put up the new sign, mention about the handicapped signs to be raised up to 48 inches high. Maintenance crew will raise the signs up to 48 inches.
- ❖ Something Amber wondering about flowers again this year and was wondering if she can get the flowers out front again this year. Last year she was given a budget of \$200 for the year. Motion to get the flowers made by Supervisor Kelley seconded by Supervisor Kortekaas passed by all.

**7. Maintenance Report:** 3/1/17-3/31/17- it's nice that they get sent everyday so they can stay caught up on it. All the purchases that have been made are on the report. The report also includes the mileages. Dates of March 9<sup>th</sup> shouldn't be listing names of the graves being opened and asked that the names be stricken from the record, under Dan and Derrick on both 9<sup>th</sup> and 10<sup>th</sup> graves openings. **Go through the maintenance report and pull out the names of the graves being opened.** It's a lot to put in all the little items to list on the report. Motion to approve the maintenance report made by Supervisor Clayton seconded by Supervisor Schack passed by all.

## 8. Old Business

- ❖ Embroidery- So recommendation to go with Clifton to get the screen printing done. Clifton prices were \$4-\$5 for T-shirts, \$4-\$5 for the High visible Vests, \$5-\$6 High visible jackets on the front and \$12-\$15 for the back. We need to get it done and the t-shirts need to be replaced and jackets will eventually need to be replaced. As well as the board to have vests (5) vests to be done for the board use. Have them screen printed on the back. Motion to go with Clifton for screen printing shirts and vests made by Supervisor Kelley seconded by Supervisor Kortekaas passed by all.

## 9. New Business

- ❖ Letter from Shaw and Shaw about the franchise fees and PEG fees. **Letter is included with the Agenda.** Table it until we find out more. The cable commission will be notified. Motion to table until we find out more made by Supervisor Haubrich seconded by Supervisor Kortekaas passed by all.
- ❖ Collaborative meeting minutes- they invite different townships and cities. Many communities from the area to come and speak. We get to hear from different communities as to what is happening in their communities. It is beneficial for Harris Township. Harris Township is the only one that attends out of all townships. All the townships in Itasca County are invited to the meetings. We are also looking at maintaining membership, the meetings move around to different areas.
- ❖ Dugouts- approve the ad- last fall it was approved and the minimum bid needs to be the cost of the ad. The bids will be opened at the P & D meeting on the 24<sup>th</sup> of May. Will be published on May 7<sup>th</sup>. We will extend the May 8<sup>th</sup> out to the 22<sup>nd</sup> of May. The bids have to be received by May 22<sup>nd</sup> at 5 pm. The bids will be opened on the 24<sup>th</sup> at the P & D meeting. We have put the size and dimensions in the ad. The public can go look at them at the service center.
- ❖ Charge Accounts- No names listed on the charge accounts at L & M or at Ace. When Amber started they updated the list. The maintenance crew has Home Depot cards they use there. Meet with them and get a list of where they charge and who is on it. Depends on where they are charging and basically only at L & M and Ace.
- ❖ PerDiem is for the times you are on overnight meeting/training for the township and you have to purchase dinner. The thought is when you are going for the township you have to be there and spending money you normally would not, otherwise you would have eaten at home. Question has come up before and this is the guideline of what could be done. Motion to table to Regular meeting made by Supervisor Haubrich seconded by Supervisor Kortekaas passed by all.

- ❖ Little league- asking to hold the field in Crystal Springs and Wendigo. The email received refers to the timeline and reservations they are asking for. (Agenda Packet) Check with the maintenance crew to see if they are in playing condition, and Haubrich will confirm with the maintenance crew to maintain the a parks for the summer/season. Motion to approve Little League use and reservation of our playing fields made by Supervisor Haubrich seconded by Supervisor Kelley passed by all.
- ❖ Green again sent quotes for our information. It was for weed and feed for the parks and cemetery. We haven't done anything for a number of years and the quotes were a lot of money. The board suggests an experiment with a section of Crystal Park. We would plant a grass that doesn't grow very fast so you only have to cut the grass twice a year. It is a grass seed that only gets about 6 inches high (No Mow). We would have get the No Mow that is specific to our growing area. Not sure of what needs to be done and would look into it more. The suggested area by the settling pond the SW corner of the park. We need to do research as to what the process is.
- ❖ Stiffened- we had a meeting on April 25<sup>th</sup>, we talked about the clerk and the treasurer's wages. It didn't make sense what was being said, and before we approve it all at the May Regular meeting we would like to have a discussion. We were concentrating on the hours so much in our discussion the other night that we ended up taking away the raise we thought we were giving them. The Treasurer is currently getting \$600 a month for 30 hours of work, and the Clerk gets \$800 a month for 40 hours of work. The discussion on 4/25/17 was that we up the treasurer to 35 hours a week and \$50 a raise. We did the same thing for the Clerk. We are bring it up tonight to see what the wish of the board is since neither one wants a pay cut. It was to increase the pay, it should be a pay increase without an increase in hours. Recommendation: the treasurer hasn't had a pay raise in 7 years, and the clerk is the same, also 7 years. Motion to raise stiffened with keeping the same hours they are doing now, made by Supervisor Kelley seconded by Supervisor Haubrich, bump the treasurer to \$700 a month and clerk to \$800 plus the \$100 for the sexton work, Passed by all.

**10. Public Input**

- ❖ Why we got snow plowed today? The township pays a flat rate to the county and doesn't matter for the how many miles they plow. Right now we are paying \$700 per mile for the season. What happens to the roads when they plow a black top road without much snow? They are not putting down pressure on the road.
- ❖ Board of Equalization and we have to have three there Supervisor Haubrich, Supervisor Clayton, and Supervisor Kelley will be there for the quorum.
- ❖ Tuesday the 9<sup>th</sup> & 11 are the road tours; May 25 5:30 pm to do road clean up of section of River Road in front of the cemetery; Township Association meeting May 8<sup>th</sup> at 7 pm at the Blandin Foundation.
- ❖ Need to do the evaluations and not everyone needs to go, May 5<sup>th</sup> at 8 am Supervisor Clayton, Supervisor Haubrich, and Supervisor Kelley will be there to do the maintenance workers that morning. We will need to do Amber's in the afternoon. Meeting at 4:30 pm on May 4<sup>th</sup> at the town hall. Will let Amber know. Motion have the meeting on May 5<sup>th</sup> at 8 am at the service center, and May 4<sup>th</sup> at 4:30 pm at the town hall made by Supervisor Kortekaas seconded by Supervisor Haubrich passed by all.
- ❖

**11. Upcoming meetings/events**

- ❖ Thur. May 4 Board of Appeal & Equalization .....9:00 am Town Hall
- ❖ Wed. May 10 Regular Meeting..... 7:30 pm Town Hall
- ❖ Wed. May 24 Planning and Development Meeting.....7:30 pm Town Hall

**12. Adjourn –Motion to adjourn made by Supervisor Kortekaas seconded by Supervisor Kelley passed by all at 8:35 pm.**

