To be approved at the P & D Meeting on March 28, 2018

PLANNING & DEVELOPMENT MEETING
February 28, 2018– 7:30pm
Minutes

Present: Chairman: Jim Kelley
Supervisors: Dennis Kortekaas, Mike Schack, Peggy Clayton, and Ken Haubrich
Treasurer: Becky Adams; Deputy Clerk: Kati Pierce

1. **Pledge to the flag-** reading of our mission statement
2. **Additions and Corrections-** Moving Resolutions to Old Business- Removing Trails Task Force-
3. **Approve the minutes-**
   - P&D Meeting, dated 1/24/2018- KP - Motion to Approve made by Supervisor Clayton, Seconded by Supervisor Haubrich, Passed by all.
4. **Business from the Floor-** Please come up to the podium and state your name and address for the record
   - Paula Johnson, see packet provided- 29784 LaPlant Road; Ms. Johnson has a non-compliant septic and is having issues with space for a new system. The property has been surveyed and the application process for a variance will be starting. Chairman Kelley has talked to the county and they are not going to oppose it. She is looking to extend the property towards the road and will be filing the correct paperwork. No action on it tonight, there are still many details to be worked out. She will double check all the lines and verify were all the utilities are and update the Board on the process.
     Motion made by Supervisor Haubrich to pay the associated attorney fees, Seconded by Supervisor Schack, and Passed by all.
5. **Consent Agenda-**
   - Annual Meeting Agenda, moving this also to old business
6. **Roads-** The snow is melting!
7. **Recreation**
   - Inspection Reports for January, 2018- Motion to approve by Supervisor Kortekaas, Seconded by Supervisor Schack, and Passed by all.
   - Rink attendance update- The Rinks are now closed as of today.
8. **Correspondence-**
9. **Town Hall Report-**
   - Review town hall report as prepared by town hall caretaker, dated 1/5/2018; 2/9/2018; Renters Register- Motion to approve all reports made by Supervisor Haubrich, Seconded by Supervisor Clayton, and Passed by all.
10. **Maintenance Report-**
    - Review maintenance report as prepared for December, 2017 and January, 2018. Motion to approve all reports made by Supervisor Schack, Seconded by Supervisor Kortekaas, and Passed by all.
11. **Old Business-**

- Property on Hale Lake- Chairman Kelley has talked to Roger Clark, however there is nothing new to report at this time.
- Town Board Options- This option will be on the agenda for the annual meeting to be on the ballet this fall.
- Resolution 2018-012, Jim's- Motion to approve made by Supervisor Kortekaas, Seconded by Supervisor Clayton, and Passed by all.
- Resolution 2018-013, Ken's- Motion to approve made by Supervisor Schack, Seconded by Supervisor Kortekaas, and Passed by all.
- Resolution 2018-014, Mike's- Motion to approve made by Chairman Kelley, Seconded by Supervisor Haubrich, and Passed by all.
- Resolution 2018-015, Peggy's- (change he/she) Motion to approve made by Supervisor Kortekaas, Seconded by Supervisor Haubrich, and Passed by all. Note- I made the correction at the meeting.
- Resolution 2018-016, Dennis's- Motion to approve made by Supervisor Schack, Seconded by Supervisor Haubrich, and Passed by all.
  *Per all the Resolutions, as explanation to the public: as we are down to one employee covering all maintenance for the township, if he needs help or back up, we have covered our bases in providing a backup plan to see that the work is still being done in a timely fashion. One resolution created for each Board member. Chairman Kelley has read out loud the contents in each resolution with each Board members name.
- Annual Meeting Agenda- reading of Board of Audit report- page numbers may change- the Board options should be listed as informational that the Board will look at the options to be put onto the ballet in November- Chairman Kelley will talk to Clerk Alleman about reviewing the book prior to sending it out. Motion to Approve made by Supervisor Kortekaas, Seconded by Supervisor Clayton and Passed by all.

12. New Business-

- Proposal for lawn services, a couple small typos- under application process, no application accepted by phone, mail, fax, please correct this- 2nd page #4 just take out the 2nd that- attachment A, that would be the headstones- under F- not to exceed= 5"- the mower at the cemetery we need to add a line item that the mower should not exceed 48" or it will not fit. – Contractor responsibility, drinking and alcohol, add drug use. – do we want the 2 parks bid as 1 job and then the cemetery as a separate. May, June, July, and August, we should add the option of September so there is some flexibility in the option to have a weekly rate for extra needs. Supervisor Clayton will double checked the MAT verbiage and was checking to see what may be the obligations on the insurance end or as sub-contractors would be. We do not need a supplemental statement- she just wants to make sure we were not missing out on anything. Need to get the numbers for the minimum liability that we are allowed. Questions from Audience? None. The mowing bids will be going out in the paper. The Board has the option to throw out them if they are too high. Motion to Table to Regular meeting made by Supervisor Haubrich, Seconded by Chairman Kelley, and Passed by all.
- Update on Work Session from 2/26/2018- 2 meetings on the 26th. The Board went through the books and approved the Board of Audit. Moved into the Budget meeting- No levy increase this year.

13. Public Input- Please come up to the podium and state your name and address for the record

14. Upcoming meetings/events- UPDATE

(M) Mar. 12 Itasca County Township Association.....7:00 pm Blandin Foundation
(T) Mar. 13 Annual Meeting.....8:15 pm Harris Town Hall
(W) Mar. 14 Work Session.....6:00 pm Harris Town Hall
(W) Mar. 14 Regular Meeting.....7:30 pm Harris Town Hall
(W) Mar. 28 P & D Meeting.....7:30 pm Harris Town Hall

Set a date for the reorganizational meeting after the annual meeting- March 19th at 7:00 at the Harris Town Hall, unless it is booked then it will be at the service center.

15. **Adjourn-** Motion to adjourn made by Chairman Kelley, Seconded by Supervisor Kortekaas, and Passed by all.

Prepared by: Kati Pierce