

PLANNING & DEVELOPMENT MEETING
January 24, 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-** adding trails, letter from Shaw and Shaw, letter from MN Benefit, and BAS Census update
3. **Approve the minutes-**
 - ❖ P&D Meeting, dated 11/29/2017- KP
 - ❖ Work Session, dated 1/17/2018- KP
 - ❖ Work Session, dated 1/10/2018- CA, Supervisor Haubrich found typos that need to be fixed. He will highlight and give to Clerk.
 - ❖ Work Session, (vacate) dated 1/10/2018- CA, Supervisor Clayton highlighted typos that need to be fixed and gave them to Deputy Clerk at the meeting. Deputy Clerk put them in the folder for Clerk.Motion to approve all minutes by Chairman Kelley, Seconded by Supervisor Clayton, Passed by All.
4. **Business from the Floor-** Please come up to the podium and state your name and address for the record
5. **Consent Agenda-**
6. **Roads-**
 - ❖ Wagon Wheel Sign- Derrick ordered a sign today; it is all mangled from someone hitting it. Chairman Kelley was looking into reimbursement from who hit it. When he contacted the Highway Patrol they said they flag it and they would be able to order a new sign and replace it. He will call tomorrow and confirm as it was late in the day today and didn't have adequate time. He will also confirm with Derrick after verifying with the Highway Patrol on if we should cancel the order.
7. **Recreation-**
 - ❖ Inspection Reports for November 2017 and December 2017- Supervisor Clayton noted that over the 2 months we have transitioned from no snow, to snow. The landings are looking good and people are using them to get on and off the lakes.
 - ❖ Rink attendance update- Chairman Kelley said they looking good. We have had a high of 31 people on a single night. Derrick will re-flood when the weather is right. Note from the audience that Wendigo was closed tonight on the way into the meeting. Chairman Kelley will double check, he thinks the attendant was just late as he had dropped his phone in the fishing hole.
 - ❖ Request to reserve Wendigo- Itasca Community College has made a request to reserve the Wendigo Rink on January 30th or 31st from 5-9 PM for a boot hockey game. Chairman Kelley will post the reservation directly at the rink as a one-time thing if approved by the Board. He will also verify the correct date for the reservation. The Board has never had this request prior. The rink attendant will be there to assure all rules are followed. We do allow reservations for the baseball field and pavilion so the Board feels this would be fine. Motion to accept the reservation made by Supervisor Clayton, Seconded by Supervisor Schack, Passed by All.
 - ❖ Trails task force- Supervisor Schack attended a meeting and reports that all parties are happy with the recent snow fall. All trails are now open, with the exception of Rocky Point. There is a cross

country skiing app called VESA that you can download and it tells you where you are on the trail. The Scenic State Park is providing a class every Sunday for people to come try cross country skiing. Equipment is provided from 1-3PM. Note: Trails Task Force meetings will now be held at the Timber Lake in Grand Rapids.

8. Correspondence-

- ❖ Letter from Shaw and Shaw- We received a letter in response to our policy, Chairman Kelley just wanted to be sure that all members of the Board have received the letter.
- ❖ Letter from MN Benefit- We received a letter in regard to life insurance for Supervisors. The Board agreed to keep things same, no-one wants the insurance for now. No Motion made.

9. Town Hall Report-

- ❖ Review town hall report as prepared by town hall caretaker, dated 12/8/2017; 1/5/2018, Motion to approve by Supervisor Kortekaas, Seconded by Supervisor Haubrich, Passed by All

10. Maintenance Report-

- ❖ Review maintenance report as prepared for November, 2017
Motion to approve by Chairman Kelley, Seconded by Supervisor Clayton, Passed by All
- ❖ December, 2017 will be approved at February P&D Meeting

11. Old Business-

- ❖ Admin Policy, pull
- ❖ Media Com, how are the live broadcasts working- no complaints, all good! Let it be-
- ❖ Job descriptions/ duties:
 - ❖ Board- good
 - ❖ Treasurer- good
 - ❖ Clerk- Board feels the format does not flow as consistent with the other outlines.

The Board would like to set a work session and add the information from Shaw and Shaw, as well as change some verbiage on the Clerk description/duties outline.

Motion by Chairman Kelley to pull and move admin policy, job descriptions/duties to January 31, 2018 prior to, but the same night as the Board of Audit and Budgets meeting- Seconded by Supervisor Kortekaas, Passed by All- Note: this MUST be reposted as a separate meeting this night.

- ❖ Census e-mail, - Chairman Kelley notes our records have been updated; the county will now take care of it. No action needed.
- ❖ Comp Plan- Chairman Kelley has a on question as to if the Board just change the comp plan, maybe bring it up at another meeting with Matt to help with or bring up at the Annual Meeting as "suitable use on page 10". No action taken.

12. New Business-

- ❖ Pay request from November for Kati- Bring to Clerk to address with the Board at the duties meeting on January 31, 2018. Add to the meeting regarding duties to include a break down on how to pay the deputy clerk and break it up better. The Boards believes the Statue is clear that we cannot both be paid for the same duties. Tabled to Jan. 31, 2018. Note: Motion made later in the discussion of upcoming meetings to add this meeting.

- ❖ Brian Swanson- Billboards, please see attached e-mail- Swanson works for Lamar advertising and is working on a site with the Bishoff's pontoon place on HWY 169. They just took a sign down next to the John Deere dealer and are looking to a new site as a replacement. Lamar has acquired the approved MNDOT permits. Chairman Kelley refers to the comp plan on page 11 for direction the Board should you use to reference the questions. Lamar is looking at one on the south edge of the property by the entrance gate and one on the north edge of the property. The dimensions of the boards are about 10x26', the application and permit included the boards be powered to light up. Swanson indicated although most renters prefer their sign to have lights on after dusk; it is unknown where the

power will come from for these as requested. An aerial view and a drawing was looked at by the Board of the proposed location. Chairman Kelley again noted that it is in the comprehensive plan that we do not support them. Supervisor Clayton asks about the option of not lighting the signs. Swanson's reply is that this time of year they would be hard to see with it getting dark so early and businesses renting the space typically want them in good visibility to drivers. The boards would have space available for rent, typically local businesses rent the spaces. Chairman Kelley has concerns that since our comp plan specifies "Not supported" that our members would be upset and think that we were linnet on the matter and that others would follow suit. He also reminds the Board that they did just go over the comp plan and nothing was asked by members to be changed regarding this. Members agreed they wanted it left the same.

Note from the audience: Dan Butterfield, agrees that the Board just went over the comp plan and it was requested to stay as it is because we don't want to be a BMJ that has signs all over. Members of the township felt they did not want to see billboards and they did not want signs all along the causeway. We are not the cities; we do not need lights 24 hours a day.

Brian Swanson's reply is that lights would be shut off at 11PM-

Board's discussion ends in conclusion that we have do not have the authority to say you can't do it, you have the permits. As a Board we just do not support it.
Motion to not support made by Supervisor Kortekaas, Seconded by Chairman Kelley, Passed by All.

Supervisor Clayton asked that Deputy Clerk e-mail Swanson an insert of the Motion and discussion after approved by the Board.

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

14. Upcoming meetings/events

- (W) Jan. 31 Admin plan/ pay request/ descriptions.....6:00 pm Harris Town Hall
Motion to add this meeting made by Supervisor Haubrich, Seconded by Supervisor Kortekaas, Passed by All
Board of Audit and Budget meeting to start immediately after6:30 pm Harris Town Hall
(W) Feb. 7 Board of Audit and Budgets.....6:30 pm Harris Town Hall
❖ Please note the Board has corrected the events for Board of Audit and Budget meetings by making note that they will be separate meetings. The Budget meetings will immediately follow the Board of Audit on any given night.
(M) Feb. 12 Itasca County Township Association.....7:00 pm Blandin Foundation
(W) Feb. 14 Regular Meeting.....7:30pm Harris Town Hall
(W) Feb. 28 P & D Meeting.....7:30 pm Harris Town Hall

15. Adjourn-

Motion to adjourn made by Supervisor Haubrich, Seconded by Supervisor Kortekaas, Passed by All.

Prepared by: KP

