REGULAR MEETING
January 9, 2019 at 7:30pm
Minutes

1. **Pledge to the flag**, followed by the reading of the township mission statement

2. **Oath of Office:**
   A. Supervisors, Jim Kelley, Ken Haubrich, Mike Schack
   B. Township Interim Treasurer Becky Adams

3. **Approve the Minutes**
   A. Regular Meeting December 12, 2018- corrections- page 4 spelling of Cyndy's name; spelling of Kati's name correction. Motion to approve the minutes with corrections made by Kortekaas seconded by Haubrich passed by all.
   B. Work Session (caretaker, roads, and mow daddy) December 17, 2018 correction- take out last sentence of Mow Daddy second section, change "when" to "went" in 3rd paragraph. Motion to approve the minutes with the corrections made by Kelley seconded by Schack passed by all.

4. **Additions and Corrections-** Correction S.E.H. not SHE. Add item C Little Crystal Lane survey easement. Motion to approve the addition and correction made by Kelley seconded by Haubrich passed by all.

5. **Business from the floor-**
   A. Andy MacDonnell- Conditional Use permit- looking to purchase property off of Harris Town Road across from Casper's pit. Looking to use it as over flow for his equipment. Will clear maybe 3-4 acres and move some of the dirt to level off the property. No crushing, no gravel pit. No plans currently to add any buildings, maybe a fence and a gate to contain his equipment. He would like to do just a parking lot to lay the pipe, fiber optics, and maybe a loader or other equipment. He would like to purchase all three parcels, 2.5 2.5 and a 12 acre lots. He will purchase only if he gets the conditional use permit from the town board. Andy's next step is to bring it before the county board.

6. **Consent Agenda**

7. **Roads**
   A. 2019 Road Projects Update (SEH) - Kelley- packet budgeting figures for the 5 roads which the Board talked about; no surprises with the boring. Ali will come to the P & D meeting to answer any questions from the board.
   B. Road Inspections – Spread sheet for the roads was discussed. If anyone wants anything added to the spreadsheet, just let Supervisor Kelley know.
   C. Little Crystal Lane – Survey turn around was discussed. A meeting took place with the property owner about getting an easement on the end. The home owner is ok with that. Board will move forward with the easement. S.E.H will survey the property and get the description done. Once completed the board will have Shaw finish the paperwork. Motion to have S.E.H do the survey and Shaw finish off with the paperwork made by Kortekaas seconded by Haubrich passed by all.

8. **Recreation**
   A. Rink Update- rinks have been re-flooded. They should be good to go for tomorrow (Jan 10), ice is good, just a little bumpy.
   B. Trails Task Force- not much snow, some of the trails are open. There is contract to go through the old golf course on Wendigo. Bridges have been inspected. Sugar Hills warming shack is open from 8 am-6 pm. Mesabi trails have been connected and walking

bridge by the library will be open in June. Tioga bike trail,Fat Forest Amateur Bike race, is in February. Park and rec looking for volunteers to get on their board. Tomorrow is another meeting (1/10/19) and Mike will report back at the P & D meeting.

9. Correspondence

A. Wood Chips – An opinion was received from the MAT attorney, and is included in the packet. The Board needs to have someone there to monitor, to lessen the liability. The Board really does not have any hazards in the area. Derrick would need to check on it every day to make sure constituents are not making a mess. Derrick will not load anyone who comes to get wood chips; they will have to load themselves.

9. Old Business

A. Audio System – ICTV was going to order the equipment for the audio system for the town hall.

B. Care Taker Job Description – Discussion held at the December meeting regarding duties. Hourly wage will be $13 per hour. Discussion held on contacting both Personal Dynamics and Express Employment, to determine which agency the Board will use. Further discussion held on timeframe for posting, etc. Motion to have Peggy check with both agencies to get the ball rolling. When resumes are accepted, that agency will pre-screen, before resumes are turned over to the township, for scheduling interviews. Motion made by Kelley seconded by Schack passed by all. Question asked if the entire board would be interviewing the candidates. Motion to have Peggy and Becky conduct the interviews and get back to the board with recommendations, made by Kelley seconded by Haubrich passed by all.

C. Town Hall Policy and Lease agreement – Discussion held on the policy, lease agreement and no alcohol ordinance. Our current ordinance is not official as it was not filed correctly. The board will continue to mandate "no alcohol or drinking on township property. A work session will need to be scheduled for the policy and lease agreement, etc as there are many duplications, and many changes need to be made. Motion to have a work session regarding the town hall policy, lease agreement, and ordinance. Mention was made that if time permits, roads also to be added to the work session. Motion made by Schack, seconded by Kelley to hold a work session on January 22 at the Service Center at 6 pm; passed by all.

D. Service Hi-Speed Internet Update – Media Com will be at the Service Center on January 10, between 1pm-5pm to install internet.

E. Newsletter- reminder for board articles – deadline date of January 11 for articles from supervisors, if we want a draft to come before the P & D meeting.

F. Update on TV for town hall – The Board purchased a Samsung 65" TV, along with a mount and wireless connection to run the computer to the TV.

G. Quote- Benes Well Drilling – Benes disinfected the pressure tanks at the town hall and service center. The town hall is good, but the service center is not acceptable.. Quote to put in a pressure tank and a washable reusable filter for the service center. Main thing is the pressure tank needs to be replaced. Motion to fix the service center pressure tank in the amount of $1,180.00 made by Schack seconded by Kortekaas passed by all. Roll Call for spending money; Supervisors: Schack Yes; Haubrich Yes; Kortekaas Yes; Kelley Yes; Clayton Yes. Passed by all.

10. New Business

A. Reorganization meeting

- Elect Chairman – Schack nominated Peggy seconded by Kortekaas passed by all.
- Elect Vice Chairman – Jim was nominated by Kortekaas, seconded by Schack; Peggy nominated Haubrich, Cari seconded, Ayes-1. Motion to have Ken Haubrich as vice chair; ayes-4, Nays-0.
- Appoint Deputy Clerk – A motion was made by Kelley seconded by Haubrich to are-appoint our current Deputy Clerk, Katie Pierce; passed by all.
- Appoint Deputy Treasurer – A motion was made by Schack, and seconded by Haubrich to reappoint Paula Trombley as Deputy Treasurer, passed by all.

- Designate official newspaper – A motion was made by Kelley, and seconded by Haubrich, to designate Herold Review as the official newspaper, passed by all.
- Designate a township attorney. Motion to continue with Shaw and Shaw made by Kelley seconded by Kortekaas passed by all.
- Designate a township road engineer- motion to approve S.E.H. as the township road engineer made by Haubrich seconded by Kortekaas passed all.
- Designate a bank as the town depository – motion to approve Wells Fargo as the Town bank made by Haubrich seconded by Kortekaas passed all.
- Designate official posting sites: motion to approve the Town Hall as the official posting site made by Haubrich seconded by Schack passed by all.
- Affirm / appoint Supervisors to committees/boards:
  a. Weed Inspector- Kortekas, Alt. Haubrich.
  b Collaborative Opportunities Team (or similar) Clayton, Alt. Haubrich.
  c. Trails Task Force- Schack.
  d. Maintenance Crew Leader- Haubrich and. Schack.
  e. Safety Representative- Haubrich and Schack.
  f. Human Resource / Personnel Representative- Clayton and Becky Adams and when Becky leaves Schack or Haubrich, to replace Becky.
  g. Cable Commission Representative- Clayton, Alt. Schack.
  h. County zoning and environmental services representative (to attend meetings) – Clayton, alt. Haubrich.
  i. Northwest Gas Joint Powers Board – see Resolution #2013-007 (2 representatives) Chairman (Clayton), and Kelley.
  j. Firewise – Schack.
  m. Road inspector – Kelly, alt. Haubrich.
  Sexton- motion to reappoint Katie Peirce as Sexton,made by Haubrich seconded by Kelley passed by all.
  n. Other – none.

Motion to approve the appointments to the committees and boards made by Kelley seconded by Kortekaas passed by all.

B. ASV repair – Discussion on the ASV repair, replacing the fan, and a broken bolt for the air conditioning pump, which caused a misalignment. Equipment was taken to ASV to get it fixed. A bad bearing in one of the drive motors was also found to be the cause of the misalignment. The Board will receive another bill for the drive motor. Suggestion was made to take the ASV equipment o ASV to get it serviced in the future.

11. Treasurer's Report – dated January 9, December financials, 2018

A. Approve treasurers report – Motion to approve the treasurers report made by Kortekaas seconded by Haubrich passed by all.

B. Approve the payment of bills - motion was made by Haubrich, seconded by Kelley to pay the December bills in the amount of $23,834.63, with the check numbers 18103-18126, passed by all. The check made out to the Itasca County Transportation Department in the amount of $7,378.09, will be held, until Kelly can speak with the Transportation Department regarding this bill.

13. Public Input –none.

14. UPCOMING Events / Meetings

Mon. Jan. 14 Itasca County Township Association.....7:00 pm Blandin Foundation
Tues. Jan 15 Work Session- Admin Policy .....6:00 Harris Town Hall
Wed. Jan. 16 Work Session: Budgets.....6:00 PM Blandin Foundation
Wed. Jan 23 Planning and Development meeting..... 7:30 pm Harris Town Hall

Tues. Jan. 29 Board of Audit/possible budget session.....6:00 pm Harris Town Hall
Wed. Jan. 30 Budget Session.....6:00 pm Blandin Foundation
Wed. Feb. 6 Budget Session..... 6:00 PM Harris Town Hall
Mon. Feb. 11 Itasca County Township Association.....7:00 pm Blandin Foundation
Wed. Feb. 13. Regular Meeting..... 7:30 Harris Town Hall

15. Adjourn- motion to adjourn made by Haubrich seconded by Kortekaas passed by all.

Prepared by: Cari Ann Alleman
Signature_____

Madam Chair: Peggy Clayton
Signature_____