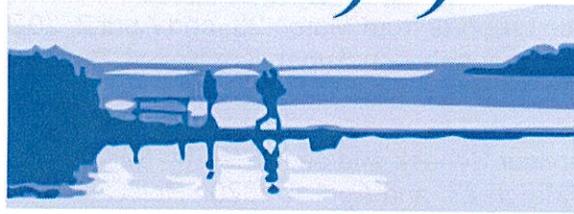


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Harris Township SINCE 1909



NEIGHBORS, SHORES & MORE

Mission Statement:

The Harris Town Board strives to enhance the quality of life, protect the environment and maintain economic stability for the residents of their community.

www.harristownshipmn.org

****VIRTUAL MEETING**** **PLANNING AND DEVELOPMENT MEETING** **APRIL 22, 2020 at 7:30 pm** **MINUTES**

Present: Chair Ken Haubrich, Vice Chair Peggy Clayton, Supervisors Dennis Kortekaas, Jim Kelley, and Mike Schack; Treasurer Nancy Kopacek

1. **Pledge of Allegiance** – The Pledge of Allegiance to the Flag was conducted, followed by the reading of the township mission statement.

2. **Approve the Minutes**
P and D Meeting March 25, 2020

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the minutes of the March 25, 2020 meeting, with the following corrections: 4B ...to use the township roads...should be to use a portion of Mishawaka Road; 6A.....Professional Services for Design and Bidding Services...(add) for 2020 road project; and C ...Hi....should be his. Roll Call: Ayes-5; Nays-0. Motion passed.

CTAS Work Session Minutes of March 24, 2020

A motion was made by Supervisor Kortekaas and seconded by Supervisor Clayton to approve the March 24, 2020 CTAS Work Session Minutes. Roll Call: Ayes-5; Nays-0. Motion passed.

Additions and Corrections

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to add the email from (Dave Smith) re: Wagon Wheel Court Road, to the agenda, under Roads-6I. Roll Call: Ayes-5; Nays-0. Motion passed.

Business from the Floor

N/A

Consent Agenda

N/A

3. **Roads**
2020 Road Projects

Chair Haubrich discussed the need for the board to look beyond, with work on 2020 road projects, due to not knowing the outcome of the county property tax collections, and how this would affect the township.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to authorize SEH to advertise for bids for 2020 Road Improvement Project, with the understanding that if the township has any issues with funds, the township reserves the right to refuse all bids, and place the 2020 road improvement project on hold. Roll Call: Ayes-5; Nays-0. Motion passed.

Roads Inspections

Discussion on Road inspections reports from March 23, and April 2, 2020. Due to COVID-19, road inspections conducted, may be split between Supervisor Kelley, Supervisor Schack, and Supervisor Kortekaas.

A motion was made by Supervisor Schack and seconded by Supervisor Kortekaas to approve the Road Inspection Reports for March 23, and April 1, 2020. Roll Call: Ayes-5; Nays-0. Motion passed.

Grading Contracts

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to approve and sign the Casper Construction Inc. 2020 Road Grading Project for Grading at \$150.00/hr. and Mobilization (if required) for \$130.00/hr. Motion passed.

Dirt Pricing for 2020

Information provided from Casper Construction Inc. regarding Lindquist Pit Material Pricing. Figures are pit prices, and not delivered (prices).

Mishawaka Culvert

Supervisor Kelley reported he received a call on a culvert on Mishawaka. The County steamed the culvert. The County will bill the township for work completed.

Schedule Spring Road Tour

Discussion held on how the board will conduct the spring road tour. It was suggested that Supervisors conduct (separate) road inspections.

A motion was made by Supervisor Kelley and seconded by Supervisor Clayton to complete the spring road tour, with (recommended) supervisors to drive separately, and then schedule a work session at the May 13, 2020 Regular Board Meeting, to finalize an overall spring road tour report. Roll Call: Ayes-5; Nays-0. Motion passed.

Schedule Spring Road Clean-up

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to schedule the Spring Road Clean-up for May 5, 2020 at 5:30 pm; meet and disburse at the cemetery. Roll Call: Ayes-5; Nays-0. Motion passed.

Enbridge Road Use Agreement

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve and sign the Enbridge Road Use Agreement. Roll Call: Ayes-5; Nays-0. Motion passed.

Wagon Wheel Court Road:

Discussion held on the issue(s) surrounding this road. Three supervisors looked at the road, prior to the meeting. At that time there was 5-6" of water in the ditch, below the edge of the road. Further discussion held on re-graveling, and bringing the grade back to where it should be, with the possibility of a culvert, etc.

A motion was made by Supervisor Haubrich and seconded by Supervisor Clayton to table this item to the May 27, 2020 meeting, which will allow the supervisors to relook at the road condition, when it is dry. Roll Call: Ayes-5; Nays-0. Motion passed.

Supervisor Clayton will make contact with Dave Smith on the item to be tabled to May 27 P and D Meeting, and to confirm with Dave if it will be ok for supervisors to go onto his property, while inspecting.

4. Recreation

Park and Cemetery Inspection Report for March

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the Park and Cemetery Inspection Report for March 2020. Roll Call: Ayes-5; Nays-0. Motion passed.

Trails Task Force

Supervisor Schack reported that the Trails Task Force Meeting had been cancelled.

Correspondence

Letter from Chair Haubrich March 26, 2020

Informational only.

MAT COVID-19 Teleconference March 27, 2020

Informational only.

Cable Communication Teleconference Conference March 31, 2020

Informational only.

MAT COVID-19 Teleconference April 2, 2020

Informational only.

Letter from Chair Haubrich April 9, 2020

Informational only.

MAT COVID-19 Teleconference April 14, 2020

Informational only

Town Hall:

Town Hall Report for March 2020

A motion was made by Supervisor Kortekaas and seconded by Supervisor Kelley to approve the Town Hall Report for March 2020. Roll Call: Ayes-5; Nays-0. Motion passed.

Town Hall Flooring

Supervisor Clayton discussed the hall flooring and carpeting options. Supervisor Clayton and Treasurer Kopacek picked out flooring (vinyl plank) color, and walk-off carpeting color, which was on the Dorholt Tile quote. Maintenance can provide labor on demo, and disposing of the existing floor. Approximate cost would be \$14,000+ for both flooring and carpeting, which will keep it under the budgeted \$20,000.00.

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to proceed with ordering of the flooring and carpeting, so the project can be completed. Roll Call: Ayes-5; Nays-0. Motion passed.

Supervisor Kelley will contact Dorholt Tile to get a date when flooring, and carpeting will be delivered and installed.

Maintenance

Reschedule Work Session re: Maintenance

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to reschedule the Maintenance Work Session, as a virtual work session, for Tuesday, April 28, 2020 at 6:30 pm. Roll Call: Ayes-5; Nays-0. Motion passed. (Work Session will be posted).

Maintenance Report for March 2020

A motion was made by Supervisor Schack and seconded by Supervisor Kortekaas to approve the Maintenance Report for March 2020. Roll Call: Ayes-5; Nays-0. Motion passed.

Old Business

Reschedule Work Session re: Policies

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to reschedule the Policies Work Session, as a virtual work session, for Tuesday, April 28, 2020 at 6:30 pm, (combining with the maintenance work session). Roll Call: Ayes-5; Nays-0. Motion passed. (Work Session will be posted).

Reschedule Closed Work Session re: Security

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to reschedule the Security Closed Work Session, as a virtual closed work session, for Thursday, April 30, 2020. Roll Call: Ayes-5; Nays-0. Motion passed. (Work Session will be posted).

Second Amendment Dedicated County Resolution

Supervisor Schack stated that the Board should not looking at/talking about the Second Amendment, as the Board is (already) supporting the Constitution.

Chair Haubrich stated that we could write a letter of support, or write our own Resolution, but we cannot sign the Resolution (in the packet), as it pertains to the Itasca County Board of Commissioners.

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to write a letter in support of the Second Amendment. Roll Call: Ayes-5; Nays-0. Motion passed. (letter will be sent)

5. New Business

Fire Safety Education Program

Discussion held on the donation request sent by the Grand Rapids Fire Department, requesting financial support to the Fire Safety Education Program.

Supervisor Clayton stated that there is nothing in the township contribution and donation resolution/M.S. that supports this request.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to deny said request, due to MS language and township resolution, and write a letter stating same. Roll Call: Ayes-5; Nays-0. Motion passed. (letter will be sent).

Express Employment Contract

Supervisor Clayton expressed concern regarding continuing the Contract with Express Employment Professionals, due to a variety of reasons: Inconsistencies over the past two years on temporary help, continued follow-up phone calls being made, continued follow-up with staffing agreements not being sent, changes in Express staffing causing considerable interruptions in obtaining services, billing issues, and end result of no longer meeting the needs of the township. Supervisors were in agreement with findings.

A motion was made by Supervisor Haubrich and seconded by Supervisor Kelley to send a letter terminating the staffing agreement, to Express Employment Professionals, with an effective date of May 1, 2020. Roll Call: Ayes-5; Nays-0. Motion passed. (letter will be sent).

6. Bills

Approve the payment of bills

A motion was made by Supervisor Clayton and seconded by Supervisor Schack to approve the payment of bills – claims #19383 through #19399, and EFTs 04222001 through 04222014, in the amount of \$20,307.32. Roll Call: Ayes-5; Nays-0. Motion passed.

7. Public Input

N/A

8. UPCOMING Events / Meetings

April 28, 2020	Work Session re: Maintenance & Policies	6:30 pm Virtual Session
April 30, 2020	Board of Appeal & Equalization	9:00 am Virtual Meeting
April 30, 2020	Closed Work Session re: Security	6:30 pm (Virtual Session
May 5, 2020	Spring Road Clean-Up	5:30 pm Cemetery
May 13, 2020	Regular Board Meeting	7:30 pm (Ten.) Town Hall
May 20, 2020	Continued Board of Appeal & Equalization	9:00 am (Ten) Town Hall
May 27, 2020	P and D Board Meeting	7:30 pm (Ten) Town Hall

9. Adjourn

There being no further business to come before the Board, the virtual meeting was adjourned at 9:15 pm.

Prepared by: 
Peggy Clayton, Supervisor

Signed by: 
Ken Haubrich, Chair
May 27, 2020

