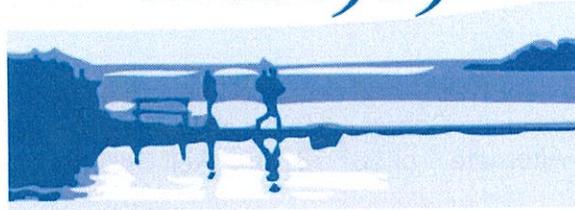


Chair Ken Haubrich
28677 Norberg Drive
Grand Rapids, MN 55744
Phone 218-327-1351

Harris Township

SINCE 1909



NEIGHBORS, SHORES & MORE

Supervisor Dennis Kortekaas 326-1882
Supervisor Peggy Clayton 259-1551
Supervisor Jim Kelley 327-0317
Supervisor Mike Schack 340-8852
Treasurer Nancy Kopacek 398-3497
Clerk 244-1811

harristownshipclerk@gmail.com

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) Regular Board Meeting May 13, 2020 Minutes

The Regular Meeting was called to order by Chair Haubrich at 7:30 pm.

Pledge to the Flag was conducted and the mission statement was read.

Approve the Minutes

Minutes of March 11, 2020 Board Meeting

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to approve the minutes of the March 11, 2020 Meeting. Roll Call: Ayes-5; Nays-0. Motion passed.

Minutes of April 28, 2020 Virtual Maintenance/Drug Testing/Cemetery/Open Meeting Law Work Session

A motion was made by Supervisor Schack and seconded by Supervisor Kelley to approve the minutes of the April 28, 2020 Virtual Maintenance/Drug Testing/Cemetery/Open Meeting Law Work Session. Roll Call: Ayes-5; Nays-0. Motion passed.

Minutes of April 30, 2020 Virtual Board of Appeal/Equalization Meeting

A motion was made by Supervisor Clayton and seconded by Supervisor Haubrich to approve the minutes of the April 30, 2020 Virtual Board of Appeal/Equalization Meeting. Roll Call: Ayes-5; Nays-0. Motion passed.

Minutes of April 30, 2020 Virtual Closed Security Work Session

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to approve the minutes of the April 30, 2020 Virtual Closed Security Work Session. Roll Call: Ayes-5; Nays-0. Motion passed.

Minutes of May 4, 2020 Virtual Maintenance/Drug Testing/Cemetery/Open Meeting Law Work Session

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve the minutes of the May 4, 2020 Virtual Maintenance/Drug Testing/Cemetery/Open Meeting Law Work Session. Roll Call: Ayes-5; Nays-0. Motion passed.

Additions and Corrections

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to add: Telcom Construction Utility Permit under Roads (6G); and Advantage Systems Group under Old Business (9D). Roll Call: Ayes-5; Nays-0. Motion passed.

Business from the Floor

There was no business from the floor.

Consent Agenda

There were no consent agenda items.

Roads

2020 Road Project

Discussion held on the 2020 Road Project bid price received from Hawkinson Construction vs the SEH Engineers Estimate.

A motion was made by Supervisor Kelley and seconded by Supervisor Clayton to award the contract for 2020 Road Projects to Hawkinson Construction for a total of \$407,413.35, which includes a base bid of \$319,630.75, and Add Alternate 1 of \$87,782.60. Roll Call: Ayes-5; Nays-0. Motion passed.

Alicia Place Road Debris

Chair Haubrich discussed the road debris (branches and leaves) that a citizen has been pushing onto the roadway on Alicia Place. It is misdemeanor to do so, and unsafe. Reminder will be placed on the Township FB page, and Supervisor Kelley will meet with the citizen.

Beaver Control on Underwood Rd (West)

Underwood Road has once again had beavers set up shop in the ditch. Beaver Control was called and they removed two beavers.

Supervisor Schack also stated that he has been breaking the beaver dam on Metzenhuber, and will continue to monitor this area.

Dust Be Gone Contract

A motion was made by Supervisor Kortekaas, and seconded by Supervisor Kelley to approve the Dust "B" Gone Contract Services Agreement for application of magnesium chloride on specific gravel roads in the township, dated April 20, 2020, for a total price of \$3,650.20 per mile. Roll Call: Ayes-5; Nays-0. Motion passed.

Schedule Work Session re: Road Inspections

Recently supervisors (individually) inspected gravel and paved roads in the township. A work session to review those inspections needs to be scheduled, to pull together a final road inspection for paved and gravel roads.

A motion was made by Supervisor Kelley and seconded by Supervisor Clayton to schedule a Road Inspection Work Session for Tuesday, May 19, 2020 at 7:00 pm at the town hall. Roll Call: Ayes-5; Nays-0. Motion passed. Supervisor Clayton will post the work session.

Corner Marker on Carol St/Underwood Rd (East)

Supervisor Schack stated that a citizen on Carol Street/Underwood Rd (East) discussed the need to replace the corner marker, which was mowed over a few years ago, by maintenance. Discussion followed. It was the general consensus that the township should replace the corner marker.

Maintenance staff Derrick will go out to the site and see if he can locate the point and replace the marker. If Derrick is unable to do so, further checking will need to take place.

Application for Utility Permit:

Telcom Construction completed the required utility permit for township ROW. After reviewing the application, it was determined that the work which needs to be completed is on LaPlant Road, which is Itasca County and not the township road. Chair Haubrich will contact Telcom Construction and advise them to contact Itasca County.

Recreation

Boat Landings

Supervisor Schack announced that docks are out, and Port-a-Johns are in place at the landings. A reminder for citizens to pick up their garbage, and watch for invasive species.

Correspondence

Cable Commission Minutes from February 3, 2020 (informational).

Thank you Card re: Itasca Fair Board Association (informational).

Old Business

Second Amendment

Supervisor Schack brought up the Second Amendment Dedicated County Resolution, which was on the April 22, 2020 P and D Meeting. Point of clarification by Supervisor Schack was that the motion made by Supervisor Kelley was to support the Second Amendment, while the letter sent to Itasca County Board of Commissioners was to support the Second Amendment Dedicate County Resolution. As per Supervisor Schack, upon advisement from the Minnesota Association of Townships Attorney, it is not prudent for the township to be discussing the Second Amendment.

Supervisor Kelley stated that was his intent (in his motion) to support the Second Amendment Dedicated County Resolution.

A motion was made by Supervisor Schack and seconded by Supervisor Clayton to rescind the letter send to the County Commissioners supporting the Second Amendment Dedicated County, and take no action on this item. Roll Call: Supervisor Kortekaas-no; Supervisor Kelley-no; Supervisor Haubrich-no; Supervisor Clayton-yes; and Supervisor Schack-yes. Motion failed by a 3-2 vote.

McKinney Burial/Winter Burial Rates

The Board recently met in a work session to review the Cemetery winter burial rates. The Board pulled together figures associated with labor, contractor, equipment, etc. and were able to have a better picture of costs involved in winter burials. A figure of \$1,500.00 was derived for future winter burial rates.

A motion was made by Supervisor Schack and seconded by Supervisor Haubrich to adjust the winter burial rate in the cemetery policy from \$3,000.00 to \$1,500.00, and refund Rowe Funeral Home \$1,500.00 for a March 2020 burial. Roll Call: Ayes-5; Nays-0. Motion passed.

Hall Projects Update

Supervisor Haubrich provided a brief update on hall projects completed. The tankless water heater has been installed, which will now provide hot water on demand; the security system has been installed and is up and running; and the hall flooring will be completed by Friday.

Advantage System Group

The Board has been reviewing and working on updating different areas of security at the Service Center, and Cemetery, along with a fire/gas alarm system at the hall. Three (3) quotes were provided for the cemetery (proposal 2006366), service center (proposal 2006367), and the town hall (proposal 2006383) work from Advantage System Group.

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve the cemetery proposal 2006366, for a total of \$967.00 (parts and labor) to remove and replace the existing security system with a cellular based system. Roll Call: Ayes-5; Nays-0. Motion passed.

New Business

Memorial Day

Supervisor Clayton stated that she had checked with the Veterans Service Office, and another township to find out if the Memorial Day program will take place on May 25, 2020. No information at the time was available.

*NOTE: After the Board Meeting, the Veteran Services Department made contact with Supervisor Clayton, that there will be no Memorial Day Program on May 25, 2020, but that KOZY will be broadcasting an "on air" state-wide Memorial Day Program.

Amended Resolution #2020-12A (adding Sexton)

Supervisor Clayton brought forward amended Resolution #2020-12A, which shows the addition of "Sexton" duties to the Resolution Authorizing Contract with Interested Officer.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve Amended Resolution #2020-12A, Resolution Authorizing Contract with Interested Officer. Roll Call: Ayes-5; Nays-0. Motion passed.

Personnel Dynamics Contract

Supervisor Clayton presented the Personnel Dynamics Contract (between Harris Township and Personnel Dynamics) for temporary, seasonal employees. Personnel Dynamics will provide drug testing, if necessary, with costs to be borne by Harris Township. Invoices can be paid according to our claims list for board meetings held.

A motion was made Supervisor Kelley and seconded by Supervisor Kortekaas to approve the Contract between Personnel Dynamics and Harris Township, and authorize the Chair signature. Roll Call: Ayes-5; Nays-0. Motion passed.

(Informational) Contact List for Supervisors

Supervisor Clayton stated that upon the recommendation of the Minnesota Association of Townships, a contact list for officers should be in place, for emergencies. Said list would include county department contact information, township pertinent contact information, and any other emergency information. Supervisor Clayton will pull a list together.

Hall Rentals/Pavilion Rentals

Supervisor Clayton updated the board on hall rentals cancelled for the month of May. A pavilion reservation made for May 17, 2020 was cancelled. June rentals will be looked at on a weekly basis, to determine if cancellations should be made, as per social distancing guidelines.

Schedule Closed Session re: Employee Appraisal

A motion was made by Supervisor Clayton and seconded by Supervisor Schack to schedule a closed work session re: performance appraisal of an employee, for May 21, 2020 at 8:00 am at the Service Center. Supervisors Haubrich, Schack, and Clayton will participate in the work session. Roll Call: Ayes-5; Nays-0. Motion passed.

Treasurer's Report

Approve Treasurers Report

A motion was made by Supervisor Kelley and seconded by Supervisor Clayton to approve the Treasurers Report, dated May 1, 2020, in the amount of \$26,475.97. Roll Call: Ayes-5; Nays-0. Motion passed.

Approve the Payment of Bills

A motion was made by Supervisor Kelley and seconded by Supervisor Clayton to approve the claims list, claims #19401 through #19424, and EFTs #0513201 through #0513205, and EFT #04082001 in the amount of \$43,259.66. Roll Call: Ayes-5; Nays-0. Motion passed.

Public Input

Supervisor Clayton announced that with the Personnel Dynamics contract in place, the Board will be looking for seasonal maintenance workers, a Caretaker/Sexton, and a Clerk. If there is any interest, please contact Personnel Dynamics.

Supervisor Haubrich also announced that Census is still looking for workers. Supervisor Clayton will post information on FB.

UPCOMING Events/Meetings

May 19, 2020	Work Session re: Road Inspections	7:00 pm Town Hall
May 20, 2020	Board of Appeal and Equalization	9:00 am Town Hall
May 21, 2020	Closed Work Session re: Appraisal	8:00 am Service Center
May 27, 2020	P and D Meeting	7:30 pm Town Hall

Adjourn

There being no further business to come before the Board, a motion was made by Supervisor Kortekaas, and seconded by Supervisor Schack to adjourn the meeting at 8:59 pm.

Prepared by: _____
Peggy Clayton, Supervisor

Signed by: _____
Ken Haubrich Chair

