

To be approved at the P&D Meeting 11/28/2018

PLANNING & DEVELOPMENT MEETING
October 24, 2018– 7:30pm
MINUTES

Present: Supervisors: Jim Kelley, Dennis Kortekaas, Ken Haubrich, Mike Schack

Absent: Madam Chair Peggy Clayton

Treasurer: Becky Adams; Deputy Clerk: Kati Pierce

1. Pledge to the flag- reading of our mission statement

2. Additions and Corrections-

Corrections: 3 Cemetery Deeds before the Board tonight, correction on Braiedy Deed, (Consent Agenda);

Additions: Set work session for the Board of Canvass, (New Business-G);

E-mail from MAT, (Correspondence);

GIS Updating, (Roads-D); Sunny Beach Addition, (Roads-E); Update on Brushing Wendigo Park Circle (Roads-F); Little Crystal Lane Turnaround, (Roads-G)

Mediacom update, (Old Business-F);

Motion to approve the Additions and Corrections made by Supervisor Kortekaas, seconded by Supervisor Schack, passed by all.

3. Approve the minutes-

A. P&D Meeting 9/26/18- KP- Motion to approve made by Supervisor Kortekaas, seconded by Supervisor Haubrich, passed by all.

B. Work session 10/16/18- PC- Motion to approve made by Supervisor Haubrich, seconded by Supervisor Kortekaas, 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-

A. (3) Cemetery Deeds-

1-Randall & Ann Braiedy- Section 3, Block 31, Lot 2, Site 3&4- \$250- Mr. and Mrs. Braiedy changed their minds after purchasing a site earlier this month and decided to purchase 2 sites, side by side. New check issued 10/24/18 and receipt from 10/13/18 void in Sexton receipt book.

2-Nancy Maynard- Section 2, Block 39, Lot 1, Sites 7 & 8- \$250

3-Keith & Judith Lange- Section 3, Block 1, Lot 2, Sites 3&4- \$250

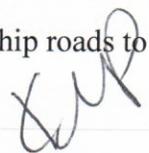
Motion to approve made by Supervisor Kortekaas, seconded by Supervisor Haubrich, passed by all.

6. Roads-

A. 2018 Road Project Update- Supervisor Kelley reports that due to the rain and timing of winter coming the black topping of any roads remaining from the 2018 road projects has been postponed until 2019. The Board is hoping to have them complete by July 4, 2019.

B. Wendigo Park Circle Update- Supervisor Haubrich reported the brushing is about 30% done for the season, they will continue to work on it. The ditches are looking nice and wide; it is going well.

C. 2019 Road Projects- Supervisor Kelley reports the Board did a drive of the Township roads to see what needed to be looked at further for 2019 and into 2020.



Hawkinson will get some cost estimates prepared for the Board to look at for the projects going into the next couple years based on the needs they saw on the drive. The hope is to coordinate the remaining 2018 projects and new 2019 projects together to save the township money from moving the equipment from site to site.

- D. GIS Updating- Supervisors Kelley and Haubrich did GIS readings all day, Wednesday, 10/24, and they will turned their readings into the County for updating the website, so they are all marked clearly and accurately.
- E. Sunny Beach Addition- Supervisor Haubrich reported that it looked like there were 2 additional residents that have been moved into that area. There was variance a couple years ago done for one resident to build and have access to the land they purchased on this road. It is not a private road and the township has been maintaining it for some time, (well over the 6 year requirement). - (MN Statute 165.5) to claim ownership of the road, the Township will be securing ownership of this road.
- F. Update on Brushing of Wendigo Park Circle (even though this was added to the agenda, it is a duplicate of agenda item 6B above).
- G. Little Crystal Lane Turnaround- Supervisor Kelley reported that as per (MN Statute 165.5)- the Township is securing the ownership of this road. Supervisor Kelley and Haubrich talked to the resident that lives on the turnaround, and they are in agreement and would like the Township to pave the end.

7. Recreation-

- C. Park and Cemetery Inspection Reports as prepared for September, 2018- Motion to approve made by Supervisor Schack, seconded by Supervisor Kortekaas, passed by all.
- A. Trails Task Force- Supervisor Schack reports that Tom Saxhaug is looking to create a snowshoeing club. The City of Cohasset trails have been cut and are ready for snow. MN DNR is working on mowing the snowmobile trails. MN Ski association is looking to raise their State Fee this year. The US Forest service is currently cleaning trails to get ready for winter. Drift Skippers will celebrate their 50th anniversary in February 2019.
- B. Boat and Landing Inspections-. Supervisor Schack reported Maintenance will be pulling the docks very soon and those with boats remaining in the water should get them out soon or they will be without the assistance of the docks at landings.

8. Correspondence-

- A. E-mail from MAT Attorney, Steve Fenske, responding to a question the Board had in regard to any liability to loss of headstones at the cemetery while we have been working to update the policy. Mr. Fenske verified that the Township holds no liability in the loss or damage of headstones in our cemetery. This e-mail will be stored with the Agenda packet for this meeting.

9. Town Hall-

- A. Review town hall report as prepared by town hall caretaker for September, 2018- Correction needs to be made for the charge on 9/13/18 of \$50- This was a political event and should not be charged as such. Motion to approve the correction made by Supervisor Kortekaas, Seconded by Supervisor Haubrich and passed by all. Treasurer Adams will issue a check to the renter for the \$50 correction. Supervisor Korekaas made a motion to approve the report with the correction, seconded by Supervisor Haubrich, passed by all.

10. Maintenance-

Review maintenance report as prepared for September, 2018- Motion to approve the report, by Supervisor Kortekaas, seconded by Supervisor Haubrich, passed by all.

11. Old Business-

- A. Floor Tiling at the Town Hall- (replace v. strip and wax)- This was talked about earlier in the year and was tabled to be placed on the Agenda toward the end of the year to see how the

budget was looking before making this a priority. The Board had discussion on getting a couple additional quotes for the stripping and waxing. Motion to get a couple additional quotes and bring back to the November Regular Meeting made by Supervisor Kortekaas, seconded by Supervisor Schack, passed by all.

- B. Land Sale- (Schedule Work Session)- Motion to table to the P & D meeting in January made by Supervisor Kortekaas, seconded by Supervisor Schack, passed by all.
- C. Road & Public Access Tour Update 10/16/18- 10/16/2018- This was discussed above in the 2019 road projects. This was the tour the Board took to see which roads are in need of repair. In addition, the minutes of the tour are provided in the packet.
- D. Cemetery Policy- Sexton Pierce made 3 changes on camera to the copy provided in the packet, all on the final page, (reserves, under disclosure) (www., added to Findagrave.com, last line) (added a signature block for Supervisors) Motion to approve made by Supervisor Haubrich, seconded by Supervisor Kortekaas, passed by all.
- E. E-mail passcodes (2 Supervisors)- Please change the passwords.
- F. Mediacom update- Supervisor Kelley talked to Jason from Mediacom this evening; a couple pieces of equipment were on back order so there was a little delay in some things but things are looking good and moving along on time.

12. New Business-

- A. Little Crystal Lane Turnaround- (even though this was added as an addition, agenda item 6G, was already on the agenda]
- B. Township Attorney Discussions- RE: Road Orders- Supervisor Kelley asked for prior approval to contact the Mr. Shaw, Township Attorney, in regard to what we need to do or file for documenting the changes on the roads that they are moving forward with claiming ownership He would like to know if owners need to be signing anything, and if the Board needs to file Anything; and if so, how should the Board be documenting it? Motion made by Supervisor Haubrich to have Supervisor Kelley contact Mr. Shaw and see what actions the Board needs to secure these as Township Roads, seconded by Supervisor Kortekaas, passed by all.
- C. Cemetery Deeds- (signatures/ notary)- We have removed the Sexton as a signer of the Deeds so she is able to notarize the Boards signatures without issue. The Records Department returned Deeds on Valdy Becker and William Johnson for this reason. These will be reprocessed to the Records Office along with the Deeds above.
- D. Collaborative Meeting Participation (11/28/18)- The Township previously participated and paid an annual fee to do so. The Board decided not to continue participating at the time of renewal as there wasn't much content at the time in regard to Townships. The County is now covering the cost of the participation fee and Madam Chair is willing to attend to see if there is anything of benefit to the Township. Motion made by Supervisor Haubrich for Madam Chair to attend the meeting in November, seconded by Supervisor Kortekaas, passed by all
- E. Advertisement in paper/ Supervisory Positions and Ballot Question- Copy of the ad provided as an addition to the packet. Motion to place the ads in the paper for the positions open and the ballot question made by Supervisor Haubrich, seconded by Supervisor Kortekaas, passed by all. Clerk to move forward with placing the ads in the paper.

Supervisor Haubrich would like to remind constituents as to what the question on the ballot is about; and that qualifications needed for the positions of Treasurer and Clerk should be taken seriously. If the positions are elected vs. appointed, the Township has no authority to oversee the individual who would be elected to the position(s) OR if they would have any qualifications or experience to fulfill the duties. Supervisor Kelley added that constituents have been the driving force in bringing this to the Boards attention, and that is why the Board feels this is important for the Township to vote on the Ballot question.

- F. Sanitizing the Wells- (Town Hall & Service Center)- Supervisor Haubrich reported there was a complaint that the water was smelling at the Town Hall. Supervisor Haubrich hooked up a hose and thought flushing it for a few hours would help, but that did not take care of the problem.

The same issue is going on at the Maintenance Service Center. The Board wanted to get this taken care of before anyone gets sick from it or there are any more complaints. Motion made by Supervisor Schack to have both wells sanitized by Benes Well Drilling, seconded by Supervisor Kortekaas, passed by all. Supervisor Kelley has already talked to Benes Well Drilling and they will do both wells in the same day.

- G. Board of Canvass- Set work session for November 8, 2018 at 5:45 pm at Harris Town Hall- Deputy Clerk to post and do any Notices required. Motion made by Supervisor Kelley, seconded by Supervisor Haubrich, passed by all.

13. Bills-

- A. Approve Payments – The bill list provided totaling \$2,526.64 had 2 additions to it; 1. The \$50 correction to the rental of the town hall that was made above under agenda item 9A. 2. An invoice for fixing the chipper of \$300.00. The new total will be \$2876.64- Check numbers 18032-18040 Motion to approve made by Supervisor Kortekaas, seconded by Supervisor Kelley, passed by all.

Supervisor Kelly asked Treasurer Adams about getting the Actual to Budget report of 2018. Treasurer Adams will work on finishing these up and will send them out to the Board so they can be provided prior to the work session on Nov 8th at 6:00. Deputy Pierce will add a posting to this work session so the Board may ask preliminary questions of the report at this time. Motion made by Supervisor Kelley to add Actual to Budget Discussions to the Nov. 8th Work Session, seconded by Supervisor Haubrich, passed by all.

Supervisor Schack also wanted to add he had a resident contact him on a street light that is out on the intersection of Wendigo Road and River Road. He is wondering if that is our light to fix or if it is owned by Lake County power and who to contact. Supervisor Kortekaas will contact Lake county power about replacing the bulb and also see if he can get a list from them on what lights are ours.

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

15. Upcoming meetings/events-

- Tue. Nov. 6 Election Day.....7:00 am- 8:00 pm Harris Town Hall
- Thur. Nov. 8 Board of Canvass.....5:45 pm Harris Town Hall
- Thur. Nov. 8 Work Session, Appointed v. Elected/ Cemetery, Budget to Actuals..6:00 pm Harris Town Hall
- Wed. Nov. 14 Regular Meeting.....7:30 pm Harris Town Hall
- Mon. Nov. 19 Township Association Meeting.....7:00 pm Blandin Foundation
- Wed. Nov. 28 Planning and Development meeting.....7:30 pm Harris Town Hall

15. Adjourn Motion to adjourn made by Supervisor Kortekaas, seconded by Supervisor Kelley, passed by all.

Prepared by: Kati Pierce
Signature 

Madam Chair: Peggy Clayton
Signature 