

To be approved at the Regular Meeting

**REGULAR MEETING**

October 10, 2018 at 7:30pm

**Minutes**

Present: Supervisors, Peggy Clayton, Jim Kelley, Dennis Kortekaas, Mike Schack

Treasurer: Becky Adams; Deputy Clerk: Kati Pierce

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

Regular Meeting, September 12, 2018 corrections: agenda needs to be removed; under Roads the 1<sup>st</sup> sentence met instead of meet; page 2 under internet access remove the word the; fix the phone the Board looked at "Verizon" for pricing; Motion to approve with the above corrections made by Supervisor Haubrich, Seconded by Supervisor Kortekaas, passed by all.

Work Session, October 4, 2018 (re: Cemetery, Public Lake Accesses, Appointed vs Elected clerk and treasurer). Motion to approve made by Supervisor Kortekaas, Seconded by Supervisor Haubrich and passed by all.

3. **Additions and Corrections-** Add rink attendance under Recreation; Add 2018 road updates under Roads; Add Mediacom update under Old Business, letter D. Motion to approve agenda with the additions made by Supervisor Kelley, Seconded by Supervisor Kortekaas and passed by all.

4. **Business from the floor-** Please come up to the podium and state your name and address for the record

Jody Pakarski, 20236 Little Crystal Spring Road and Rane Cole, 33171 Diamond Road – Came to the Board from the Soccer Board and would like to use the fields at Crystal Springs for additional space for the youth soccer program. The soccer season starts in May, 2019 and runs through June, 2019 depending on the weather. The soccer program covers all the painting of the field lines for the program and would do so after the mowing for the week is done. The Board has asked that they coordinate with the softball team to share the space, and has no objection to allowing them use of the fields.

5. **Consent Agenda**

6. **Roads**

A. **Little Crystal Lane-** Supervisor Kelley was contacted by a realtor, and they have a couple that is interested in purchasing the lot at the end of the road, and they would like to confirm that they would have access to the property from the end of the Townships road. According to MN Statute 160.05 if we maintain the road for 6 years, the road would then be under our jurisdiction and it would be the Townships authority to allow them access to the property off of the end of the road. Motion to allow them access to the property they wish to purchase off of the end of Little Crystal Lane made by Supervisor Kelley, Seconded by Supervisor Kortekaas. Discussion took place. Supervisor Haubrich questioned about the authority under this Statute, and if that is to imply we need to authorize each person to have access off the ROW of our roads. The Board had a brief discussion on how difficult it would be to patrol those who are accessing land off of Township roads. It was decided

Supervisor Kelley will notify the realtor that the Board does not have an issue with them accessing the land off the road. Motion pulled from table.

- B. **2018 Road Update-** Supervisor Haubrich and Supervisor Kelley had a meeting with SEH; with the wet weather there is concern to be tearing up the roads knowing the colder weather is coming fast and they think it would be best to wait until next year and complete the 2018 projects with the 2019 road projects. There is the need to install the culvert on Field Crest road before the winter comes and Supervisor Haubrich recommended that Hawkinson do the install. Motion made by Supervisor Haubrich to move forward with Hawkinson completing the culvert, Seconded by Supervisor Kortekaas and passed by all.

## 7. Recreation

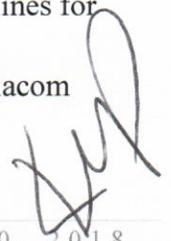
- A. **Rink attendance-** Supervisor Kelley and Madam Chair Clayton would like to start interviews soon. Madam Chair will be working on getting out notice and advertising on Facebook, the website and check into putting an ad in the paper as a last resort. She will talk to Express Employment to get things lined up.

## 8. Correspondence

- A. **Email RE: City of Grand Rapids Fireworks 2019-** Jeff Davies, Director of Public Works thanked the Board for support this year for the annual fireworks show. There will be a 10% increase in cost for the 2019 Fireworks show and he would like to equally share that cost with the City of Grand Rapids, City of Cohasset, the Blandin Foundation and Harris Township. He encourages the Board to consider this in their budget. Supervisor Kelley recommends placing this on the agenda at the annual meeting and allowing constituents to vote on the matter.
- B. **Email RE: Census Complete Count Committee-** Informational only.
- C. **Email RE: Government Workplace Symposium (Wilmar)-**Informational only.
- D. **Greater Pokegama Lake Associations Newsletter-** Supervisor Haubrich had requested that we be added to the mailing list so we will continue to receive the newsletter. Informational only.

## 9. Old Business

- A. **Work Session update on the Cemetery, Public access, and Appointed vs elected clerk and treasurer.** Supervisor Kortekaas reported on the updates. The Board had a work session and talked about our public accesses, and will continue to work on them. Board is also working on the Appointed v. Elected option on the ballot. The minutes of the meeting are in the packet to review and are also on the website. The Board also reviewed and worked on making changes to our cemetery policies. Please remember to pick up your flowers at the cemetery if you have not done so. In the next week Maintenance will be removing any flowers left and place them in a bin at the cemetery.
- B. **Updated RBA for Election Judges and Head Election Judge-** Informational only, this was already approved and the changes have been made. Supervisor Kelley raised the question on if we should we designate the alternate judge on the RBA. Madam Chair will confirm with the Clerk and MAT and if the designation needs to be on the RBA we will make that correction and bring back to the P&D meeting.
- C. **Stoney Point brushing update-** Supervisor Haubrich reports that the brushing is complete and the trees that are left to be removed along Stoney Point that are too close to power lines for Maintenance to do, will be done by Plackner.
- D. **Media com update-** Supervisor Kelley reported that work is on schedule and Mediacom should be able to start hooking residents up about the 1<sup>st</sup> of November.



## 10. New Business

- A. **Lease for Lawful Gambling Activity-** Madam Chair was contacted by GRAHA and the Pickled Loon had an organization that pulled out of their pull tab spot. GRAHA would like to move in to that opening. Supervisor Kelley talked to the county today to see what the process is- the county refers them to the townships if they are applying as new applicants and after that the county will handle the renewals. Motion to sign said paperwork, so GRAHA can move forward with Pull Tabs at the Pickled Loon made by Supervisor Haubrich, Seconded by Supervisor Kelley, and passed by all.
- B. **Township Legal Seminar (Cotton) -** Madam Chair reports that Supervisors Schack, Kelley, and she attended this last Saturday. The seminar included topics such as roads, internet grants, ordinances, property clean up and annexation among others. She is happy to report we are ahead of the game with the grant received for Mediacom and our constituents receiving adequate internet soon. Overall it was full of great information to better aid the supervisors to make decisions for the township.
- C. **Old Point Comfort Platted Access-** The land department provided additional information for the Board to review. The Board would like to look at conducting a road tour to look at all these accesses as early as this fall. Supervisor Kelley did drive by the one in question and the issue has been resolved; it is clear of personal property. Madam Chair will send a letter to the constituent who brought this to the Boards attention. Because the accesses were developed when the plats were set with the purpose of allowing those in the plat access the Board would like a legal opinion on if we can put a sign up for all the access under its jurisdiction. If the legal opinion is that the Board has authority to mark these as public, the Board would like to move forward with doing so. Motion made by Supervisor Kelley for the Board to conduct road tour and public access drive on Tuesday, October 16<sup>th</sup> at 9am, Seconded by Supervisor Kortekaas and passed by all. The Board will meet at the town hall and take off from there. Deputy Clerk Pierce will post the road tour after tonight's meeting.
- D. **Schedule Work Session:** Motion made by Supervisor Kelley to set a work session on November 8<sup>th</sup> at 6pm to address Appointed vs Elected Clerk and Treasurer positions and adding in the cemetery as time allows. Seconded by Supervisor Haubrich and passed by all. Deputy Clerk Pierce to post this meeting and to attend.
- E. **FEMA-** Provided in the packet is an e-mail from FEMA regarding project DR4069. The project needs to be signed off as complete to release the remainder of the funds totaling \$3,638.93 from work done by Anderson Brothers on Mishawaka Road. Motion to sign off on the paperwork denoting the project is complete made by Supervisor Kelley, Seconded by Supervisor Haubrich and passed by all.

## 11. Treasurer's Report – dated October 10, September financials, 2018

A. **Approve treasurer's report-** Sept 1-Sept 30<sup>th</sup>- Treasurer Adams notes the large payment is due to the crack filling that was completed on the roads. We may have a higher outstanding balances showing based on when checks are cashed and when the report is pulled now that we are doing bills 2x/mo. Motion to approve the report made by Supervisor Kelley, Seconded by Supervisor Schack and passed by all.

B. **Approve the payment of bills-** (include check numbers and amount)- Treasurer Adams notes that all the bills are attached and in the packet. Supervisor Kelley asked about the printing of the bills and if this is necessary as we are now getting them in PDF format from Treasurer Adams and they are being sent to the printer in the same format. Deputy Clerk reports she does not print the bills. Madam Chair will confirm with the Clerk her need for printing. Derrick has started completing his time requests electronically. Amber is leaving a hard copy in the office and also sending a picture timely. Also noted is that now the Board is doing the bills 2x/mo. those that come in after the bill packet is prepared the Saturday before each regular meeting to the Wednesday of the meetings are being carried over to the next regular meeting. Supervisor Kortekaas made a motion to approve the bills, seconded by Supervisor Schack, and passed by all. Check numbers 18013-18031 totaling \$24,553.32.

Madam Chair reports that Amber will be gone October 13<sup>th</sup>-20<sup>th</sup>. She will be taking care of the hall while she is gone. There are a few renters already on the calendar during this time and she will be taking care of it and should be contacted for anything else that pops up.

**13. Public Input** (*please limit comments to 5 minutes*) please come up to the podium and state your name and address for the record

**14. UPCOMING Events / Meetings**

Mon. Oct. 15 Itasca County Township Association.....7:00 pm Blandin Foundation  
Tue. Oct. 16 Township Road Tour and Public Access Drive.....9:00 am Harris Town Hall  
Wed. Oct. 24 Planning and Development meeting..... 7:30 pm Harris Town Hall  
Tue. Nov. 6 Election Day.....7:00 am- 8:00 pm Harris Town Hall  
Thur. Nov. 8 Work Session, Appointed v. Elected/ Cemetery.....6:00 pm Harris Town Hall  
Wed. Nov. 14 Regular Meeting.....7:30pm Harris Town Hall  
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 and passed by all.

Prepared by: Kati Pierce  
Signature 

Madam Chair: Peggy Clayton  
Signature 