

**Harris City Council  
Regular Meeting Minutes  
Monday, June 9, 2025**

- I. **Call to Order:** Mayor Carlson called the meeting to order at 7:00 p.m.
- II. **Pledge of Allegiance:** Everyone joined in the Pledge of Allegiance.
- III. **Roll Call:** City Clerk Shannon Geier conducted roll call. Present were Mayor Randy Carlson, Councilmember Craig Moline, Councilmember Chell Borash, Councilmember Al Siedow, and Councilmember Garret Pearson. Geier announced that a quorum was present.
- IV. **Consent Agenda:** Siedow made a motion to approve the Regular Meeting Minutes of May 12, 2025, the Emergency Meeting Minutes of May 21 and May 29, 2025, and the Accounts Payable. Pearson seconded the motion. All in favor, motion carried.
- V. **Public Comment:** None.
- VI. **Regular Agenda:**
  - A. **Fire Department** – Fire Chief Drew Chapeau submitted a written report highlighting 56 calls handled this year, the installation of a new door at the fire hall, and a live burn instructor class that could certify eight instructors with MBFTE recognition, provided they pass the state certification exam.

Councilmember Pearson asked what the “Outstanding Invoices” portion of his report referenced. Fire Chief Chapeau expressed concern about the negative impression created when he receives emails from the companies we use regarding outstanding invoices. He stated nobody is hostile, it just looks bad for the Department.

The first invoice Chapeau referenced was for Amador Locksmith dated May 17. City Treasurer Sue Riesing pointed out that as May 17<sup>th</sup> fell on a Saturday, and the installation occurred on the same date, it is important to note that payments are not processed on the installation date. In accordance with policy, payments follow a Net 30 schedule unless specified otherwise in a formal contract.

The second invoice Chapeau mentioned was from Fire Inc., which he stated was forwarded on April 11. Upon review, Riesing checked all her email records from both Chapeau’s personal email and the Fire Chief email but was unable to locate the forwarded invoice. The City Clerk sought clarification concerning the timeline, pointing out that if the training occurred in October 2024, it raised questions as to why the invoice was only being sent to Riesing in April 2025. Riesing emphasized that vendors are expected to submit invoices to City Hall within a reasonable timeframe, and a delay of several months, as in this case, is considered unacceptable.

Siedow proposed that the Fire Chief implement an email confirmation system to ensure that both the Treasurer and Clerk receive emails pertaining to such matters. In response, Chapeau assured him that he would start copying the liaison on his

emails to the Clerk and Treasurer to keep them informed of all relevant communications.

The Treasurer also requested verification of the claims presented in Chapeau's reports, stressing that accusations regarding her job performance without adequate evidence are problematic. She suggested that Chapeau consider emailing her prior to publishing reports to the public to confirm the accuracy of the information being shared. Chapeau, however, maintained that all his reports are accurate.

- **Rich Roloff** – Chapeau stated that a termination letter has been sent to Roloff. Siedow made a motion to approve the termination of Roloff. Borash seconded the motion. All in favor, motion carried. Chapeau reported that Ed Albrecht has returned from a military leave of absence which brings the Department to 19 active members.

- B. **Public Works** – Geier reported that the City's 2005 John Deere 770 CH Motor Grader was advertised for sale. Only one bid was received from Gustafson Excavating. Borash made a motion to accept Gustafson's bid to purchase the grader for \$9,060. Pearson seconded the motion. All in favor, motion carried.

The appropriate procedure was not adhered to during the acquisition of the 2018 CAT model 12M3AWD grader and its attachments. Minnesota state law mandates that if the contract amount is estimated to exceed \$175,000, sealed bids must be solicited through public notice. This step was overlooked. Instead, Public Works and councilmembers directly contacted local dealers, assessed the available equipment, and received multiple bids on used items, ultimately purchasing equipment that exceeded \$175,000. Geier will compile a file documenting the events and include copies of the received bids. Mayor Carlson will approve and sign the purchase agreement.

Moline made a motion to approve up to \$5,000 to rent a backhoe for culvert installation. Pearson seconded the motion. Motion carried 4-1, Siedow opposed.

Moline made a motion to approve up to \$1,200 to purchase 100-grade chain for lifting heavy objects such as culverts and trees. Pearson seconded the motion. All in favor, motion carried.

- C. **Resolution for lease for Grader** – Pearson made a motion to approve Resolution 2025-06, a Resolution establishing Governmental Entity Resolution to Lease, Purchase, and/or Finance. Moline seconded the motion. All in favor, motion carried.
- D. **Flagpole** – The flagpole at City Hall is damaged, leaning, and cracked, requiring replacement. Siedow proposed delaying the replacement until next year, emphasizing the need for the City to curb spending. Pearson made a motion to approve up to \$1,600 to purchase a new Liberty commercial flagpole for City Hall. Borash seconded the motion. Motion carried 4-1, Siedow opposed.
- E. **Brush pile** – Geier informed the Council that residents have inquired about the availability of a brush or compost pile in Harris. The Council agreed that City

residents could dispose of leaves and brush on the south side of Oak Grove Cemetery upon request but decided not to promote this option publicly.

- F. **Examples of Wellness programs** - Geier shared examples of wellness programs from various cities to help councilmembers understand the legal parameters for including them in Harris's Employee Recognition and Incentive Program. Based on the presented information, the Council requested Geier to create a tailored program for Harris and submit it for their review.
- G. **Reminder of Special meeting on June 16 at 6pm** – Bollig Engineering will present information on the status of the water and sewer extension to I-35, water looping, and well #3 projects.
- H. **Valdovinos Animal Permit** – Siedow made a motion to approve the permit. Moline seconded the motion. All in favor, motion carried.
- I. **MNIT (Minnesota IT Service) grant for Managed Detection and Response (MDR)** – The MNIT MDR cost for 2025 is \$22 per computer per year, increasing to \$32 per computer per year in 2026. Carlson suggested tabling the discussion, expressing a preference for hiring SVL instead. The cost for SVL to provide the same service is significantly higher at \$185 per month. Carlson proposed waiting for potential grant funding due to the high expense for SVL. Siedow made a motion to table the item. Pearson seconded the motion. All in favor, motion carried.
- J. **Sue's review** – Moline made a motion to approve a 3.5% merit increase for City Treasurer Riesing. Pearson seconded the motion. All in favor, motion carried.
- K. **City Planner** – Claire Stickler, contracted as the City Planner through the city's former engineering firm, MSA, will be going on maternity leave in July. The Council saw this as a potential opportunity to explore contracting planning services with Bollig, the city's current engineering firm. They instructed Geier to include this discussion on the agenda for the next meeting.

**VII. Staff/Department Reports:**

- A. **PeopleService Report** – Written report.
- B. **Clerk's Report** - Written report.

Geier also informed the Council that a letter had been sent to the owner of the red buildings on Forest Blvd., requesting their removal. The letter noted that the City had already removed a trailer house stored on the property, and now it was the owner's responsibility to remove the red buildings. Due to the death of one of the property owners, Geier had waited a year before sending the letter.

The Capital Improvement Plan was distributed for review. Councilmembers were asked to add any important items they felt were missing and prioritize them for discussion at the special meeting on June 16, 2025.

A list of all outstanding Right-of-Way permits was also provided. Geier, who is now in charge of approving ROW applications, wanted the Council to remain informed on the status of these permits.

Finally, Geier announced that Northern Illusions had received its state license to operate as a Cannabis Mezzobusiness.

- C. **Treasurer Report** – Riesing informed the Council that the 2024 audit is nearing completion. She is also addressing the issue of collecting overdue water and sewer charges from customers who have not paid for at least two billing cycles. Following this, Riesing reviewed the financial details for 2024. Siedow requested a comprehensive report detailing park expenditures.
- D. **Mayor and Council Reports** – Moline and Pearson both expressed their satisfaction with the condition of the ball field. Moline noted that the lights need to be repaired and mentioned that Scott is attempting to borrow a lift from work to replace the bulbs. There is uncertainty about whether the ballasts are functioning. Mark Alberg has been dragging the infield multiple times. Moline is still seeking quotes for the installation of gates at the ball field.

VIII. **Adjourn:** Moline made a motion to adjourn. Pearson seconded the motion. All in favor, motion carried. There being no further business, Mayor Carlson adjourned the meeting at 8:37 p.m.

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City Clerk – Shannon Geier

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Randy Carlson - Mayor

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Date Approved