

Harris City Council
Regular Meeting Minutes
Monday, October 21, 2024

- I. **Call to Order:** Mayor Carlson called the meeting to order at 7:00 pm.
- 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 David Maack, Councilmember Al Siedow, and Councilmember Garret Pearson. Councilmember Diane Miller was absent. City Clerk Geier announced that a quorum was present.
- IV. **Consent Agenda:** Siedow made a motion to approve the September 9, 2024, Regular Meeting Minutes and Accounts Payable. Pearson seconded the motion. All in favor, motion carried. Siedow made a motion to add line item “U” Special Event Permit for Richard Zaccardi to the regular agenda. Pearson seconded the motion. All in favor, motion carried. Carlson suggested that Miller should be dismissed from the council due to three absences. Geier stated that Miller has missed two meetings.
- V. **Public Comment:** None.
- VI. **Regular Agenda:**
 - A. **Fire Department** – Fire Chief Drew Chapeau was present to review the written report. Chapeau requested the fire truck they are buying from St Croix Falls be paid for so he can get it put in the fire hall before winter. When the Harris equipment is sold, that money can reimburse the city. Pearson suggested winterizing the St Croix Falls truck and work on selling the Harris equipment to pay for it. Siedow made a motion to pay for the fire truck to get it on-board. The motion died for lack of a second. Carlson asked where the budget was at. Riesing stated that the fire dept is over budget based on projections. Siedow asked for a breakdown of every department to see if money could be taken from another department to pay for the fire dept truck. Siedow stated he was frustrated because he never gets the full report. Riesing stated that she has brought the entire budget every month. Siedow said he does not understand it. Carlson told the fire dept to winterize the truck and get their equipment sold to pay for it.
 - B. **Engine 6 sale** – According to Chapeau an offer was received for \$6,000 from a man who fixes up old fire trucks for veterans starting businesses. What happened with the city is unknown, but the man backed out of the sale because of something said or done by someone that got involved that should not have. Carlson asked what is needed so the office does not need to be involved in the next one. City Treasurer Riesing said she only asked standard questions and requested a W9. There was no hassle during the conversation. The Chief claims the buyer said he did not have time to deal with whatever was asked of him and he backed out and no longer responds to anyone. Carlson asked what paperwork is needed for any future sales, so we do not go through this again. Riesing said we do not have any titles. At this point Josh Rouse arrived and when asked, Rouse said he could get titles for any equipment that needs them. Rouse also suggested using a Stanchfield Auction Service to sell the equipment. They would come to the fire hall and take pictures of the equipment for sale. The city would need to put a bottom dollar amount on each item. If there is no sale, there will be a \$50 charge. Pearson stated

that dropping the heavy rescue from \$40,000 to \$9,000 is a huge drop. Why would we drop it that much? Put it back for sale and lower the price gradually. Rouse said he could do that. Rouse also requested a standard bill of sale be developed so when he receives an offer, he can just fill in the blanks with buyer name, sale price, etc.

- C. **Ancom Pagers for FD – State Farm/National Volunteer Fire Council grant** – Pearson made a motion to purchase sixteen pagers from Ancom with the \$10,000 grant received from State Farm. Maack seconded the motion. All in favor, motion carried.
- D. **MN Energy Grant** – Siedow made a motion to purchase EMS supplies with the \$4,000 grant from MN Energy. Pearson seconded the motion. All in favor, motion carried.
- E. **Set Special Meeting for canvassing (3-10 days after election)** – The canvassing board will meet on Wednesday, November 13 at 9:00 a.m.
- F. **Fish Lake Township Maintenance Agreement** – The contract lists Harris as required to apply 1200 yards of gravel per mile every five years. The same statement must be added to the contract for the Fish Lake Township section. The graveling schedule section of the contract must be updated, also. The start date will be effective five years from today. Siedow made a motion to approve the updated contract agreement. Pearson seconded the motion. All in favor, motion carried.
- G. **Alan Teich resignation (motion to accept)** – Siedow made a motion to accept Teich’s resignation effective May 1, 2025. Pearson seconded the motion. All in favor, motion carried.
- H. **Personnel Committee Update** – The Personnel Committee met to discuss and develop a review process for the City Clerk, City Treasurer, Public Works, and Fire Chief. Reviews will be done for each employee at six months, one year, and each year thereafter on their hire date for a total of seven years. The Council will evaluate the reviews and determine the discretionary raise of each employee based on a rate of zero to five percent. Each employee will also be given an annual cost-of-living adjustment (COLA) based on the Consumer Price Index of Urban Wage Earners and Clerical Workers (CPI-W). After the first seven years, employees will only receive an annual COLA. Carlson made a motion to approve the recommendations from the Personnel Committee for an employee review process. Pearson seconded the motion. All in favor, motion carried.
- I. **Current PW Staffing/new PW employee** – The Personnel Committee is requesting a discussion on a new public works employee since the current employee is retiring in May 2025. The City must be proactive in searching for a qualified candidate with a Class-A license. If training is required to run the grader, it should be done while the ground is still frozen so as not to ruin the roads. Nick Retherford, a current work-as-needed employee, will be asked if he can continue through this winter season snowplowing. Then an ad will be posted for a public works employee in January with a start-date of April 1.
- J. **Flagpole at City Hall** – Maack said the flagpole by City Hall is leaning and is an embarrassment to Harris. It should be dug out to see if it can be straightened and cemented or if it is rusted, a new one should be purchased. Siedow said the flagpole at the Legion is also leaning and needs to be fixed or replaced. Pearson made a motion to

check both flagpoles to see what is needed to fix them and authorize up to \$600 total for both. Siedow seconded the motion. All in favor, motion carried.

- K. **Microphones for Council Chambers** – Carlson said to replace our current microphones would cost \$5,000 each for a total of \$40,000. He also said we could try out a new base to see if that helps. Geier suggested getting I-pads and using Teams to tape and provide a summary. Carlson added that we could get a Microsoft license and then add a document management system. Teich thought that North Branch Township had recently purchased wireless mics and will check with them for details.
- L. **Culvert on 470th that Lumen hit** – Public Works employee Alan Teich stated that Lumen's contractor hit and bent one of the culverts, so it needs to be replaced. They also spliced the line and dug down under the culvert so now the culvert cannot be lowered. Teich staked the location of the culvert, but the contractor cannot find it. Teich will meet the contractor on site to discuss. The culvert must be installed before spring.
- M. **CR 30 Harris to Rush City** – Informational.
- N. **Georgia N gravel / 442nd** – Carlson made a motion to table until the November 13th special meeting to give them time to devise a plan. Siedow seconded the motion. All in favor, motion carried.
- O. **Mitigation Action Chart for review** – Council is good with the proposed mitigation action chart.
- P. **Cold Storage clean out** – Items to be removed are scrap iron, an old packer to sell as-is, old trailer for Christmas ornaments, and other items unknown. The removal of items will be at the discretion of whomever is cleaning out the building. Carlson voiced his frustrations with the need to document everything because they do not know who's it is, they will throw it away, scrap it and sell what is worth selling. Any money received will be returned to the Harris Treasurer. None of the items seem valuable. They will meet on November 6 @ 9 a.m. Three councilmembers may be present so Geier will post notice.
- Q. **North Oaks Paving** – The original quote received for the project was \$5,003.88 and was paid on October 10. Another bill was received of \$9,000 for the project. The vendor says additional patching was requested and the bill was adjusted accordingly. Pearson made a motion to pay the balance of \$3,996.12. Siedow seconded the motion. All in favor, motion carried.
- R. **Ballfield Lime** – Siedow had received a quote of \$40 per ton for ballfield lime. The council had authorized up to \$1,000. The total bill was \$1,364.57. Due to miscommunication the quote was for yellow lime and red lime was picked up. City Treasurer Riesing was able to negotiate a \$7 per ton credit of \$469.77.
- S. **Rushseba Gravel** – Pearson made a motion to approve the \$2,678.31 bill from Rushseba Township for gravel and grading 480th. Maack seconded the motion. All in favor, motion carried.
- T. **New Driveway construction and Administration Policy – Chisago County** – Informational.

- U. **Special Event Permit** – Siedow made a motion to approve the special event permit for Richard Zaccardi to hold a customer appreciation BBQ / ATV show at 45148 Holman Avenue on 11/16 from noon to 6 p.m. Pearson seconded the motion. All in favor, motion carried.
- V. **Veteran Memorial** – Siedow made a motion to add line item “V” Veteran Memorial to the regular agenda. Pearson seconded the motion. All in favor, motion carried. Tina Kolodziej was present to request approval to move forward with plans for the Harris Veterans Memorial which will be located on the south side of the Legion Hall. She will be applying for grant funding and 501C3 status. Siedow made a motion to approve Kolodziej’s request. Pearson seconded the motion. All in favor, motion carried.

VII. Staff/Department Reports:

- A. **Public Works** – Siedow made a motion to purchase a plow frame to fix the one ton from Stan’s Equipment Center for \$524.99. Pearson seconded the motion. All in favor, motion carried.
- B. **PeopleService** – Written report.
- C. **Treasurer’s Report** – Written report.
- D. **Clerk’s Report** – Written report.
- E. **Mayor and Council Reports** - Written report.

- VIII. Adjourn:** Siedow 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 9:44 pm.

City Clerk – Shannon Geier

Randy Carlson - Mayor

Date Approved