

**Harris City Council
Regular Meeting Minutes
Monday, May 13, 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 Diane Miller, Councilmember David Maack, and Councilmember Al Siedow. Councilmember Garret Pearson was absent. City Clerk Geier announced that a quorum was present.
- IV. **Consent Agenda:**
 - Siedow made a motion to amend the agenda to add Zaccardi Special Event Permit to the regular agenda between items D and E. Maack seconded the motion. All in favor, motion carried.
 - Siedow made a motion to approve the April 8 Regular Meeting minutes, and Accounts Payable. Maack seconded the motion. All in favor, motion carried.
- V. **Public Comment:** None.
- VI. **Regular Agenda:**
 - A. **Fire Department** – Written report. Chief Chapeau stated that the FD training room and surrounding area will be used by the North Branch Police Department for an all-day training on Monday, May 20. The Cold Storage Building will be cordoned off so Public Works will have access to their equipment. Grass-2 was converted to the first out medical rig since medicals are the first response at this point. Siedow made a motion to approve the promotion of Josh Rouse to the position of Equipment Lieutenant. Miller seconded the motion. All in favor, motion carried. There is no stipend for that position. Assistant Chief Streater reported that the eye wash station has been installed, hiring is currently on pause, and many of the EMS are trained to the level of EMT. They will also be holding a Pet Adoption Day at the Fire Department on June 2 between noon and 3:00 pm.
 - B. **Storm water sewer situation at 6760 439th St** – Tim Stancek was present to discuss options to alleviate the standing water that does not drain because the stormwater drain is too high. City Engineer Steve Winter stated there are no rings in the catch basin to remove to lower the drain. The only option would be for the homeowner to ditch part of the lawn to allow the water to run freely to the drain. Stancek was upset that the City would not help considering that part of his lawn was the ditch.
 - C. **Jodiann Wishart-Trailer** – The Wishart house was damaged in a fire, and they are requesting approval to move in a 32-ft trailer while repairs to the house are being done. City Planner Claire Stickler discussed the ordinance that requires an IUP if an accessory building is built before the principal building. The Council discussed allowing a trailer until the June meeting of the Planning Commission so the IUP process could

begin. Siedow made a motion to table. Maack seconded the motion. All in favor, motion carried.

- D. **Northern Illusions Holding tank** – Francisco Aguilar from Northern Illusions and Justin from JSB Construction were present to request approval for the use of holding tanks in lieu of a traditional Sewage Treatment System for the business. The property is too wet and there may not be enough room for a traditional system. City Planner Stickler stated that a statement from a Certified Designer would be required stating that a fully compliant Subsurface Sewage Treatment System is not possible to design or install on the subject property. If it is determined there is enough room for a full-sized system, holding tanks could be used for a specified period until the new system is designed and installed. Maack made a motion to table until more information is received. Miller seconded the motion. All in favor, motion carried.
- E. **Zaccardi Special Event Permit** – Siedow made a motion to approve the request for a special event permit to hold a BBQ for the ATV Club on 6/1/24 at 45148 Holman Ave from 11 a.m. to 8 p.m. Carlson seconded the motion. All in favor, motion carried.
- F. **Discuss Assessment Options** – Tabled.
- G. **2024-08 Resolution Sanitary Sewer and Water Extension CSAH 10** – Miller made a motion to approve Resolution 2024-08, a resolution ordering the preliminary feasibility study in the matter of the sanitary sewer and watermain extension along CSAH 10 (Stark Road). Maack seconded the motion. All in favor, motion carried.
- H. **Task order for Preliminary Engineering Sewer and Water** – Miller made a motion to approve MSA Task Order #1 authorizing MSA to begin work on the Preliminary Engineering Report Sewer and Water Extension, and Special Assessment process up to the Public Improvement Hearing at an estimated fee of \$25,500. Siedow seconded the motion. All in favor, motion carried.
- I. **Land Surveying Agreement** – Siedow made a motion to approve the Land Surveying Agreement for MSA to provide a topographic survey sufficient to be used internally for design purposes of the sanitary sewer and watermain extension along CSAH 10 (Stark Road) at a lump sum fee of \$12,500. Maack seconded the motion. All in favor, motion carried.
- J. **Ginger Ave Main Feasibility Study discussion** – City Engineer Winter requested more information as to the expectations of what the City wants included, such as sidewalks, stormwater improvements, and parking. Siedow made a motion to forward the project to the Planning Commission for further discussion and planning. Maack seconded the motion. All in favor, motion carried.
- K. **Project Priority List** – Each Councilmember listed their top three picks of funding options off the project priority list. The items chosen and the number of votes for each were: Sewer Pipe fix (4); Cyber Security (3); Grader Replacement (3); Falcon (2).
- L. **Veterans Memorial proposal (Tina Kolodziej)** – Kolodziej presented bricks and plates from various companies and examples of how a Veterans Memorial can be constructed. Her suggestion was for the Memorial to be located by the Legion. Siedow

made a motion to continue working on a plan and getting estimates. Maack seconded the motion. All in favor, motion carried.

- M. **2024-07 Resolution Great River Energy Grant for FD** – Siedow made a motion to approve Resolution 2024-07, a resolution accepting a \$1,000 donation to the City of Harris from Great River Energy to be put towards the Flashover Simulator Training Facility. Maack seconded the motion. All in favor, motion carried.
- N. **Liquor license renewal** – Miller made a motion to approve the following liquor license renewals contingent upon receipt of the proper Certificates of Insurance: The Fuse – Off Sale, On Sale, and Sunday Sale; and Harris Bottle Shop – Off Sale. Siedow seconded the motion. All in favor, motion carried.
- O. **Tobacco license renewal** – Siedow made a motion to approve the tobacco license renewals for The Fuse, Harris Stop/Magnum 2 LLC, Harris Bottle Shop, and Dollar General. Maack seconded the motion. All in favor, motion carried.
- P. **2024-03 Ordinance Mineral Extraction and Summary** – Miller made a motion to approve Ordinance 2024-03, an ordinance amending Sections 155.02, 155.05, 155.10, 155.11, and 155.99 of the Mineral Extraction Ordinance, and authorizing publication of a Summary of Adoption of Amendments to the Mineral Extraction Ordinance. Siedow seconded the motion. All in favor, motion carried.
- Q. **Culvert on Holman** – Siedow made a motion to purchase a culvert from Land & Cabin at a cost of \$1,893.75 and accept the estimate from Mike Armstrong Contracting of \$2,670 to replace the culvert on Holman. Maack seconded the motion. All in favor, motion carried.
- R. **6-amp meter install in control cabinet for treatment plant pumps** – Siedow made a motion to accept the estimate from Pine Electric to furnish equipment and labor to install 6-amp meters at a cost of \$3,580. Miller seconded the motion. All in favor, motion carried.
- S. **Right of way Permit (two applications one Escrow)P. 055592 Lumen -**
- T. **Right of way Permit (two applications one Escrow)P. 055572 Lumen** – Siedow made a motion to approve the ROW permits for Lumen Project 055592 and 055572. Miller seconded the motion. All in favor, motion carried.

VII. Staff/Department Reports:

- A. **Public Works** – Teich presented an estimate of \$1.75 per gallon to chloride Falcon. He will get estimates from other companies. Rushseba is getting estimates for gravel on 480th, and because it is a border road Harris will split the cost. The gravel Harris originally ordered in error for 480th will be put on 470th.
- B. **Planning Commission** – Written report.
- C. **Parks and Rec** – Written report. Siedow also notes he would like to see the grass mowed more often and trimmed.
- D. **PeopleService Report** – Written report.

- E. **Clerk's Report** - Written report. Marjorie Swanson called regarding her road and when it will be fixed. The City is in the process of getting quotes for patching paved roads.
- F. **Treasurer Report** – City Treasurer Sue Riesing requested formal approval for a bill from RDO for additional repairs to the grader. Riesing contacted RDO questioning why the bill had doubled, RDO said when working on grader they noticed other repairs that needed to be fixed and authorization was given approval without going through proper channels. Siedow made a motion to approve the increase. Maack seconded the motion. All in favor, motion carried. Another subject discussed was clarifying Nick Retherford position. At the December 11th, 2023 meeting Nick was hired as a temporary seasonal snow removal operator. At the April 8th City Council meeting Nick agreed to continue service as a part time employee. The treasurer advised the council that keeping him employed without a 30-day break will force the city to change his employment status. Since Nick was hired as temporary staff, he was not given holiday pay, PERA and accruing vacation. Given this, it may require the City to go back to his hire date and retro pay him as a regular employee.
- G. **Mayor and Council Reports** – None.

VIII. **Adjourn:** Siedow made a motion to adjourn. Maack seconded the motion. All in favor, motion carried. There being no further business, Mayor Carlson adjourned the meeting at 9:39 pm.

City Clerk – Shannon Geier

Randy Carlson - Mayor

Date Approved