

HARRIS CITY COUNCIL
Regular Meeting Minutes
Monday, August 14, 2023

- 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, Councilmember Al Siedow, and Councilmember Garret Pearson. City Clerk Geier announced a quorum is present.
- IV. **Consent Agenda:**
 - Siedow made a motion to amend the Regular Agenda by adding line items (J1.) Harder Ave. Final Payment and (L1.) Water Tower Rehabilitation Project. Pearson seconded the motion. All in favor, motion carried.
 - Pearson made a motion to approve the July 10, 2023, Regular Meeting Minutes and the Accounts Payable. Siedow seconded the motion. All in favor, motion carried.
- V. **Public Comment:** Julie Lund, 5971 440th St., was present to ask about the broadband project. She works remotely and the internet where she lives is so bad that she may lose her job. Another issue of concern for her is that the section of 440th by her driveway has trap rock pushing through to the top and needs gravel cover.
- VI. **Regular Agenda:**
 - A. **Sheriff Thyen Contract Renewal** – Sheriff Thyen was present along with Sgt. Chad Stenson, the new Sheriff’s Department liaison for Harris, to discuss the 2024 Sheriff’s Contract and answer any questions. The contract is for an average of 40 hours per month at the rate of \$69.17 per hour.
 - B. **Adult–Use Cannabis Registration – Harris Bottle Shop and Harris Stop** – Siedow made a motion to approve the application for lower-potency edible retailer registrations for the Harris Bottle Shop and Harris Stop contingent on background check approval from the Chisago County Sheriff’s Dept. Miller seconded the motion. All in favor, motion carried.
 - C. **2022 Audit – Dennis Oberloh** – City Auditor Dennis Oberloh was present to review the 2022 City of Harris audit with the City Council. Oberloh went on to recommend the Council be conscious of the extent of spending and be sure it is all for a Public Purpose.
 - D. **Treasurer budget information** – City Treasurer Sue Riesing advised the Council that she has provided each department with a budget template and will meet with them individually to help develop departmental budgets. The Council budget workshop is scheduled for August 23 at 4:30 pm.

- E. **Liability coverage waiver form** – Miller made a motion to not waive the statutory tort liability limits to the extent of the coverage purchased from the League of Minnesota Cities Insurance Trust. Siedow seconded the motion. All in favor, motion carried.
- F. **Fire Department** – Written report. Chief Drew Chapeau and Chief 2 Gabi Streater were present to review the report and discuss the purchase of MSA packs, compressor, and fill station with grant funds and state safety aid funds. An applicant for the Fire Dept. was scheduled to interview at this meeting but was sick so will be rescheduled for the September meeting. Chapeau stated the intent to remain at 23 or 24 members of the Fire Dept. Estimates were received from Macqueen Emergency for an MSA brand Self-Contained Breathing Apparatus system (SCBA) and from Municipal Emergency Services for a Scott's brand SCBA system. Total cost of MSA is \$224,443.04 and total cost of Scott's is \$207,402.32. The FEMA grant award is \$189,839.02. The Fire Dept. is requesting the purchase of an MSA SCBA system but does not have money in their budget to cover the cost. The purchase of SCBA was tabled by the Council until more information is gathered as to when and where the funds will come from.
- G. **Harris Club - Harris Days recap** – Siedow stated there were three times more people in attendance at this year's Harris Days event. Everything went smoothly. Next year will be Harris' 140th birthday.
- H. **PW Lead position update vs PeopleService** – No applications were received for a Harris Public Works Lead position. Paul Christensen of PeopleService was present and asked what they could do to help. PeopleService contracts with other cities for public works director duties and would be willing to discuss the same for Harris. A meeting will be scheduled for August 29 at 6:00 pm.
- I. **Hydrant Repair H21** – Estimates were received to repair or replace the hydrant. Pearson made a motion to accept the proposal from Jones Construction Services Inc. to replace the hydrant and install a new isolation valve at a cost of \$11,500. Maack seconded the motion. All in favor, motion carried.
- J. **Kirchoff water and sewer system** – The property at 6152 has a non-compliant sewer and the City is recommending they hook up to the municipal sewer system. The property owner will work with their contractor to implement the plan proposed by the City engineers and Chisago County Environmental Department.
- (J1.) **Harder Avenue Final Payment** – Steve Winter from MSA Professional Services was present to address the changes to the original plan. The pavement was pulled back from 420th as a cost savings to make up for an overrun on driveways. Narrow shoulders: The road was not wide enough for 4' shoulders resulting in an overall savings. The original award was \$250,099 and the final pay request was \$229,109.11. Pearson made a motion to approve Resolution 2023-

22, a resolution approving the final pay request to Astech Corp. for the Harder Avenue Improvements. Miller seconded the motion. All in favor, motion carried.

- K. **K’Nyaw Baptist Church Sewer/Water** – After discussing various options for an extension of sewer and water to the K’Nyaw Church it was determined that the first option would be to extend from Gates Ave. The property owner will be contacted to discuss easements. If negotiations fail, the second option would be to extend from the manhole by Magnum 2 LLC with an easement from D&G Electric.
- L. **Water tower font** – Three options of font styles for lettering on the water tower were presented. Siedow made a motion to use font1 style, ITC Garamond. Pearson seconded the motion. All in favor, motion carried.

(L1.) **Water Tower Rehabilitation Project** – Council directed public works to install a security fence around the pressure tank that will be used while the water tower is off-line for the rehabilitation project. Council directed office staff to send the proposed public notice to affected residents stating non-essential watering is not permitted while the water tower is off-line for the rehabilitation project.
- M. **Update on Windows at Legion** – Estimates were received to replace five basement windows at the Legion. Pearson made a motion to purchase stock windows and reduce the size of the openings to fit the windows at a cost of \$2,250. Siedow seconded the motion. All in favor, motion carried.
- N. **Road sign update** – Tabled.
- O. **Update on repair electric outlet on streetlight poles or solar lights** – ECE advised Geier that they only repair streetlights, not the electric outlets. A bid of \$2,000 was received from Northwoods to repair the outlets. Mayor Carlson stated he would contact ECE to repair the outlets.
- P. **2023-21 Resolution - Donation from Gopher Rifle & Revolver Club** – Miller made a motion to approve Resolution 2023-21, a resolution accepting a donation to the City of Harris from Gopher Rifle & Revolver Club in the amount of \$500 for the Harris Parks & Recreation Department. Siedow seconded the motion. All in favor, motion carried.
- Q. **Office Assistant raise** – Miller suggested the Council give the Office Assistant position a small raise this year and then budget raises each year to bring the pay scale in line with going rates so it will not be a huge burden on the City when a new employee is hired. Another option for all positions would be to offer benefits such as an HRA. Pearson made a motion to table. Carlson seconded the motion. Motion carried 4-0, Miller abstained.
- R. **Falcon Ave Appraisals** – Miller suggested the Council revisit the subject of paving Falcon Ave. and consider adding the properties along 440th, Fairview, and 441st to the appraisals. The Council directed staff to get estimates for the appraisals.

- S. **Purchase Order form** – City Treasurer Riesing presented a new format for Purchase Orders that can be used electronically or hard copy. The new format will provide for more accurate budgeting and accountability.

VII. Staff/Department Reports:

- A. **Public Works** – Written report. Carlson made a motion to approve RDO to inspect and repair the grader at an estimated cost of \$3,800. Pearson seconded the motion. All in favor, motion carried. The council also directed public works to have gravel delivered to cover the rocks as reported by 5971 440th Street.
- B. **Parks and Rec** - Written report.
- C. **Planning Commission** – Written report.
- D. **PeopleService Report** – Written report.
- E. **Clerk’s report** – Written report. The council directed staff to send the letter as presented re clean-up of property at 43871 Georgia Ave.
- F. **Treasurer’s report** – Written report.
- G. **Mayor and Council Reports** – None.

- VIII. Adjourn:** Pearson 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 10:21 pm.