

**Harris City Council**  
**Special Meeting Minutes**  
**Monday, December 22, 2025 @ 6:00 p.m.**

- I. **Call to Order:** Mayor Carlson called the meeting to order at 6:00 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 December 8 and the Emergency Meeting Minutes of December 15, 2025. Pearson seconded the motion. All in favor, motion carried.
- V. **Public Comment:** None.
- VI. **Special Agenda:**
  - A. **Current Funding** – Brian Bollig and Nathan Feist from Bollig Engineering were present to discuss funding, required council actions, and next steps for the infrastructure projects.

		PHASE 1 – I35/Well			PHASE 2 - Looping
		Extension to I-35 (Water)	Extension to I-35 (Sewer)	New Well #3	Drinking Water Looping
		\$1,408,000	\$2,301,000	\$1,674,000	\$1,719,000
<b>TOTAL COSTS</b>	<b>\$7,102,000</b>	<b>\$1,408,000</b>	<b>\$2,301,000</b>	<b>\$1,674,000</b>	<b>\$1,719,000</b>
USDA RD Loan	\$1,448,000	\$763,000	\$685,000		
USDA Grant	\$991,000	\$615,000		\$376,000	
CDSR Phase 1	\$1,574,000		\$1,574,000		
CDSR Phase 2	\$1,374,469				\$1,374,469
MN PFA WIF	\$698,000			\$698,000	
DEED Grant	\$600,000			\$600,000	
Connection Fee	\$72,000	\$30,000	\$42,000		
PFA (Grant and Loan)	\$344,531				\$344,531
<b>TOTAL FUNDING</b>	<b>\$7,102,000</b>	<b>\$1,408,000</b>	<b>\$2,301,000</b>	<b>\$1,674,000</b>	<b>\$1,719,000</b>

- B. **Funding Strategy** - Discussed the strategy for the PFA being a loan/grant split, up to 80%. Also discussed the strategy of wanting to roll the \$763,000 from water into the PFA request for the potential to access further grants.
- C. **Task order #5 Funding Administration** - Task Order #4 – The originally presented Owner-Engineer Agreement had funding administration in it. With the Looping

project, and desire to attempt to get more funding through PFA, Bollig recommended moving that scope to a separate Task Order to give the ability to service all of the funding sources. Borash made a motion to approve Task Order #4 for Bollig to provide ongoing funding coordination throughout project implementation at a cost of \$150,000. Siedow seconded the motion. All in favor, motion carried.

**D. I35 & Well Project -**

- RD Owner-Engineer Agreement - As originally presented had Funding Administration in it. Bollig removed for previous stated reasoning and asked for contingent approval. Siedow made a motion to approve the revised Owner-Engineer Agreement, contingent upon Rural Development (RD) approval. Carlson seconded the motion. All in favor, motion carried.
- Council action authorize to begin design – Siedow made a motion to authorize Bollig Engineering to begin design of the I35 and Well Projects. Borash seconded the motion. All in favor, motion carried.

**E. Looping Project -**

- CDSR Funding - As part of Task Order #4, Bollig will prepare the Preliminary Engineering Report (PER) and have the basis for the Owner-Engineer Agreement for the looping project.
- RD owner-engineering agreement –
  - Council action approve contingent on RD Approval - No Action Needed until PER is approved.
  - Council action authorize to begin design - We need to move design of this project forward alongside the I35 with the idea of having one underground contractor. Council agreed with this approach.

**F. Next Steps -**

- Suggested council action-residential connections – Councilmembers Moline and Pearson and four residential property owners along the CSAH 10 to I-35 water and sewer extension route have voiced their concerns about the affordability of assessments, connection fees, and timing of connecting to the system. Each has expressed concerns about the cost to connect and the cost to close existing wells and septic systems. They argued that connection should only be required when existing systems fail or for new developments.
- Condition user permit – Bollig noted that the project is highly subsidized by grants, not requiring each connection immediately. They suggested, as a means to preserve current ordinance, exempting the connection of the four residents affected by the project from immediate connection by conditional use permit or interim use permit, but require them to connect when certain conditions arise.

Another option would be to change the ordinance to exempt connection to any water and sewer extension based on the same conditions. The six stated conditions for either option are as follows:

1. Public health concerns
2. Property/Parcel change of ownership
3. Current sanitary sewer or well failure
4. Twenty years after the city provided sanitary sewer and drinking water services are available
5. Mandates or requirements from any county, state, or federal agency
6. New residential, business, or commercial building construction

- Council action – Siedow made a motion to pass the above Next Steps options and six conditions to the Planning Commission for consideration. Borash seconded the motion. All in favor, motion carried.
- Assessment process – Pearson stated it is time for a public hearing on the improvements. Geier advised council of the city policy for public improvement procedure. The council needs to accept the feasibility report before they can conduct a public hearing on the improvements. Within six months of the hearing date, council adopts or rejects resolution ordering improvement to be constructed and advertisement of bids. Once bids are received a proposed assessment roll is prepared. Council reviews proposed assessment roll and orders assessment hearing. Geier then asked council if they would like to have a benefits appraisal on the properties benefiting from the extension of utilities to I35 to use as a guide when preparing the assessment rolls. Carlson made a motion to contact Nagell Appraisals for benefits appraisals on the affected properties at a cost not to exceed \$ 5,000. Pearson seconded the motion. All in favor, motion carried.

Geier advised council of a resolution that must be passed declaring the official intent of the City of Harris to reimburse certain expenditures from the proceeds of bonds to be issued by the city in accordance with the Reimbursement Regulations. This declaration is time sensitive.

- G. **Water tower valve leak repair update** – The water tower valve leak repair was completed a contractor and is back online with no other problems.
- H. **SLV PC Installation and set-up time invoice** – Borash made a motion to approve payment of the \$8,204.97 SLV invoice for technology upgrade. Pearson seconded the motion. All in favor, motion carried.
- I. **2025-18 Northland Custom Ironworks donation** – Pearson made a motion to approve Resolution 2025-18, a Resolution Accepting a Donation to the City of Harris from Northland Custom Ironworks of a Flagpole valued at \$1,500. Siedow seconded the motion. All in favor, motion carried.

- J. **Lab/testing equipment for the treatment plant** – Siedow made a motion to approve purchase of testing equipment at a cost of \$7,206. Pearson seconded the motion. All in favor, motion carried.
- K. **FD Engine 2 Oil pressure sensor** The original estimate from Emergency Apparatus Maintenance was \$524.50 which included parts and labor. The Invoice for work completed totaled \$1,774.54. Siedow made a motion to approve payment of the \$1,774.54 invoice. Borash seconded the motion. All in favor motion carried. Siedow and Pearson recommended discussing estimate protocols with Drew at the next CC meeting. They emphasized that if additional work causes costs to exceed the original estimate, the CC must be notified to ensure full compliance with established policy.
- L. **Clerk's plan for resignation** – Geier offered to work one day a week for Harris for a limited amount of time during a short transition if all parties agree. Rush City will pay Geier a full week's salary if Harris reimburses them for the one day she works there. In addition, Harris will pay Geier \$250 per day. Moline made a motion to approve the plan. Pearson seconded the motion. All in favor, motion carried.

VII. **Adjourn:** Moline made a motion to adjourn the meeting. Pearson seconded the motion. All in favor, motion carried. The meeting was adjourned at 9:15 p.m.

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City Clerk

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Randy Carlson- Mayor

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Date Approved