

**Harris City Council**  
**Regular Meeting Minutes**  
**Monday, April 14, 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 March 10, 2025, the Special Meeting Minutes of March 17, 2025, and 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 was present to review the written report. Chapeau presented the year-to-date report, noting a total of thirty-four calls.

These included:

- 7 Structure fires
- 17 EMS calls
- 5 Grass fires
- 4 Rescue calls
- 1 Chimney fire
- 2 Service calls

Of these calls:

- 7 were mutual aid with North Branch
- 3 were mutual aid with Rush City, including one in Pine City
- 1 was mutual aid with Almelund

Chief Chapeau requested Council approval for three amendments to the Fire Department Standard Operating Procedures (SOP) manual:

- **Training Percentages:** Firefighters working full-time in another department must maintain a 60% training attendance to remain in good standing with Harris. Call percentage will stay at 25%. The Fire Chief will determine year-end percentages and a firefighter's standing. The Fire Chief then commented that is part of the letting the fire department run the fire department.
- **Emergency Call Response and Priorities:** Fire, Rescue, and Service calls will remain at 25%. EMS calls will be counted as bonus calls and will only be added to the overall percentage if the member fails to meet the 25% requirement with the other calls.
- **Membership:** Department membership will be capped at 25 members.

Siedow made a motion to approve the amendments. Borash seconded the motion. All in favor, motion carried.

-Chief Chapeau also presented an estimate from Amador Lock & Door Service for the replacement of a new door/frame/hardware, including a 4"x25" window, alarm lock,

threshold plate, hinges, weatherstripping, door closer, and latchguard plate, with a total cost of \$4,443. Siedow made a motion to approve the door replacement. Pearson seconded the motion. The motion carried, four to one, with Moline opposing.

-Fire Department representative Josh Rouse reported the sale of the J5 for \$1,000 to a private party outside of the fire service. The funds will be utilized to purchase a floor gas reader (\$950) and standup charger (\$190). Pearson made a motion to approve the equipment purchase. Siedow seconded the motion. All in favor, motion carried.

- **Workshop Follow-up Tim Morin Chief 3** – The Fire Department has hired Fire Inc. to provide a 1403 Fire Instructor Class for those wanting to become live burn instructors. The cost is \$2,800. These classes will be open to other Fire Departments at a cost of \$300 per person. Pearson made a motion to approve the \$2,800 expenditure. Moline seconded the motion. All in favor, motion carried.

-Morin requested approval of a gambling license for a gun raffle at Rib Fest in October to raffle off ten guns. Pearson made a motion to approve the gambling license and waive any fees. Siedow seconded the motion. All in favor, motion carried.

-Morin requested the Council approve a policy that would allow City funds to pay for team-building events and/or award ceremonies. He also wants the City to reimburse the people who paid for these events in the past because the City would not at that time. Carlson stated this was not brought to the Council previously and should not be a Treasurer decision. City Treasurer Sue Riesing said it is an Auditor's decision that it does not meet the level of Public Purpose. Carlson noted that other cities have policies that allow funding of team-building events, and it is a Council decision. According to Morin the list to be reimbursed includes \$201.99 for a training/challenge belt and \$364.67 for an escape room. The funds would come out of the training budget. Pearson and Moline asked for a formal interpretation of the state statute before agreeing to a policy. Siedow made a motion to table. Moline seconded the motion. All in favor, motion carried.

- **Donation** – Chief 3 Tim Morin advised Council that Northern Custom Ironworks has donated a Forcible Entry Training Door valued at \$5,000 to the Fire Department. Siedow made a motion to approve Resolution 2025-03, a Resolution Accepting a Donation to the City of Harris. Borash seconded the motion. All in favor, motion carried.

- **Deputy Chief report** – Chief 2 Gabi Streater report:

-Recruiting: We are looking specifically at daytime availability; but if people work at night, they are unable to do training. One applicant looks promising and may be ready to hire in June.

-Recognition: Five members have reached their three-year mark, and Chief 3 has reached his five-year mark.

-Safety: This year we have spent over thirty hours on wildland fires, and our firefighters do not have the appropriate PPE.

-Grants: (1) We are applying for \$5,000 to replace our leaking water flotation suits, purchase a rescue boat, and life safety rope. (2) The DNR grant was approved but have not yet received the money. It is a 50% match of \$2,500 and will be used to purchase chainsaws, bladder bags for wildland fires, and PPE boots and bottoms.

-Radios: New radios are required in the next few years and will cost approximately \$300,000.

-Event pay: The Fire Department is implementing a charge to have trained firefighters and EMS crews on standby at events, if requested, at a rate of \$35 per person per event. The party responsible for the event will pay the City, and the City will include the pay in the corresponding crew's payroll. Siedow made a motion to add the charge to the fee schedule. Moline seconded the motion. All in favor, motion carried.

-FD work phone and tablets: Requesting FD work phone for Fire Chief and three tablets, one each dedicated to Engine 1, Med 1, and Command 1. Department phones and tablets will be used for State reporting, I Am Responding, Chemtrec, and poison control resources. Any fire with excess of \$100 damage requires investigation. Pictures taken with a personal phone leaves that phone subject to confiscation. Used phone and tablets are an option. Almelund may be getting rid of 20 tablets. Verizon has service, four lines \$160 per month. Borash says Verizon does not work here. More research is needed.

-Moline asked for an update on the effort to negotiate a contract with Fish Lake Township. Chief Chapeau advised that Fish Lake declined because they are happy with North Branch.

- B. **Needs Assessment presentation (Bollig)** – Chris Ambuehl and Nathan Feist from Bollig Engineering presented a needs assessment summary as determined by their inspection of City infrastructure. Knowing the extent of City needs will help their Funding Department when applying for grants.
- C. **Preliminary Engineering Report for Water and Sewer to I35 (Bollig)** – The City has been notified of funds allocated by both Congressionally Directed Spending Request (CDSR) and Small Cities Development Program (DEED) for infrastructure improvements in Harris. The process of accessing these funds requires a Preliminary Engineering Report (PER) and Environmental Report (ER). Bollig Engineering presented Task Order #2, a contract to prepare PER and ER for CDSR Sewer and Water Extension to Interstate 35, DEED Well #3, and CDSR Water Looping projects for a total cost of \$50,000. Siedow made a motion to approve Task Order #2. Pearson seconded the motion. All in favor, motion carried. Carlson made a motion to direct Bollig Engineering to place these projects on the Drinking Water Revolving Loan fund and Intended Use Plan. Moline seconded the motion. All in favor, motion carried. The Council directed City Treasurer Riesing to research options for funding the Task Order.

- D. **Grader – VJ Polkus from Ziegler** – Three Caterpillar Grader and Attachment Options were presented and discussed. Pearson made a motion to purchase the following:

2018 CAT model 12M3AWD with 6,534 hours	\$168,900
Falls 2012 hydraulic wing, installed (rental return)	\$ 15,000
Walk n' Roll WR90 Compactor, new	\$ 30,070
Walk n' Roll Rear Lift Group for Compactor, new, installed	\$ 10,800
Three-year 1,500-hour Powertrain & Hydraulic warranty	<u>\$ 1,300</u>
Total Cost	<u>\$226,070</u>

Moline seconded the motion. All in favor, motion carried. The Council directed City Treasurer Riesing to research options for funding.

- E. **Public Works** – Robert Pearson presented a written report of needs and wants for public works.
- There are nine culverts that need to be replaced, and he plans to do that in August.
  - Estimates for various signs, brackets, and hardware were received from Econo Signs and Newman Signs. Garret Pearson made a motion to approve the purchase of Newman Signs for up to \$5,000. Moline seconded the motion. All in favor, motion carried.
  - Sidewalks and road intersections need sweeping. Equipment rental will be \$165/hour for five or six hours. Moline made a motion to authorize equipment rental for up to \$1,000. G.Pearson seconded the motion. All in favor, motion carried.
  - Utility posts for Lumen fiberoptic lines may be too close to the road. Public works will identify which ones need to be moved so Lumen contractors can be notified.
- F. **Gravel Bids** – Gravel bids were received from Bjorklund for \$18.38 per cubic yard and from Rydberg & Sons for \$18.53 per cubic yard. Public works will advise Council at the next meeting as to how much gravel to order and which roads it will be delivered to.
- G. **Chloride** – Moline made a motion to apply \$1,500 worth of granular chloride on Falcon as an experiment to determine how well it works. The motion died for lack of a second.
- H. **Falcon Avenue** – When asked for an opinion on a “shape and pave” standard versus paving up to State standards for Falcon Avenue, Bollig Engineering representatives stated that they would need to do more research before providing a recommendation.
- I. **Remote meeting attendance** – Remote telephone-only meetings are no longer allowed.
- J. **4337 Stark Rd** – Because of a County Road 10 reconstruction project, said property will be reduced in size from 5.02 acres to 2.92 acres, making it non-conforming. It is currently the intention of the Council to treat this property as a conforming property although no guarantee of future variance approvals can be pledged. Any changes to the property will require a variance request and the property owner to follow the City’s variance procedures.
- K. **Updating City’s infrastructure and CISA check list** – Carlson explained that updating the City’s computer infrastructure is becoming more complex. Simple issues, like having Wi-Fi access to the Treasurer’s PC, violate multiple rules. The Council requested the City Clerk’s Office seek funding for system updates.
- L. **Harris Days** – Tabled.
- M. **ROW 46756 Galaxy Ave Telcom Construction** - *and*
- N. **ROW 42100 Falcon Ave Telcom Construction** - *and*
- O. **ROW 42220 Gopher Ave Telcom Construction** - *and*
- P. **ROW 42162 Gopher Ave Telcom Construction** – Carlson made a motion to approve the four ROWs as presented and authorize City Clerk Geier to examine and approve any future ROWs that are deemed correct. Borash seconded the motion. All in favor, motion carried.

VII. **Staff/Department Reports:**

- A. **PeopleService Report** – Written report.
- B. **Clerk's Report** - Written report. Geier requested authorization to attend the Clerk's Academy at a cost of \$340 plus meals and mileage. Pearson made a motion to approve the request as presented. Carlson seconded the motion. All in favor, motion carried.
- C. **Treasurer Report** – March 2025 Expenditure & Revenue Summary written report.
- D. **Parks and Recreation Advisory Committee** – Written report.
- E. **Mayor and Council Reports** – None.

VIII. **Adjourn:** Pearson made a motion to adjourn. Borash seconded the motion. All in favor, motion carried. There being no further business, Mayor Carlson adjourned the meeting at 10:44 p.m.

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City Clerk – Shannon Geier

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Randy Carlson - Mayor

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Date Approved