

Madam Chair Peggy Clayton
20356 Wendigo Park Road
Grand Rapids, MN 55744
Phone 218-259-1551

Supervisor/VC Mike Schack 340-8852
Supervisor Ryan Davies 929-0610
Supervisor Dan Gilbert 259-4967
Supervisor Jim Kelley 327-0317
Treasurer Nancy Kopacek 398-3497
Clerk Vacant 244-1811

harristownshipclerk@gmail.com

Harris Township

SINCE 1909



NEIGHBORS, SHORES & MORE

Mission Statement:

The Harris Town Board strives to enhance the quality of life, protect the environment, and maintain economic stability for the residents of their community.

www.harristownshipmn.org

REGULAR BOARD MEETING AUGUST 10, 2022, at 7:30pm AGENDA

1. **Pledge to the Flag**, followed by the reading of the township mission statement.
2. **Approve the Minutes**
 - A. Minutes of July 13, 2022 Regular Board Minutes
 - B. Minutes of August 1, 2022 Work Session Re: Maintenance, Caretaker/Sexton, and Clerk
 - C. Minutes and Report of April 28, 2022 Board of Appeal and Equalization
3. **Additions and Corrections**
4. **Business from the Floor** (*please limit comments to 5 minutes*) please come up to the podium and state your name and address for the record.
 - A. Grant Information/Sarah Carling
5. **Consent Agenda**
 - A. Nix Cemetery Buy Back Deed
 - B. LaPlant Cemetery Deed
 - C. Stone Cemetery Deed
 - D. S. Randall Cemetery Deed
 - E. D. Randall Cemetery Deed
6. **Roads**
 - A. Storm Damage Report/M
 - B. Bargen Seal Coat Quote (tabled from July 13, 2022 Mtg/M)
7. **Recreation**
 - A. Sale of Trailer (tabled from July 27, 2022 Mtg)/P
8. **Correspondence (Informational)**
 - A. Conditional Use Permit (B. Jahn)
 - B. Township Association Minutes of July 12, 2022
9. **Old Business**
 - A. Schedule Work Session Re: Maintenance
 - B. TED Letter/P
 - C. CW Technology One Drive Project/P
10. **New Business**
 - A. Clerk Recruitment/P

11. Treasurer's Report – dated July 1, 2022


- A. Approve Treasurers Report
- B. Approve the Payment of Bills

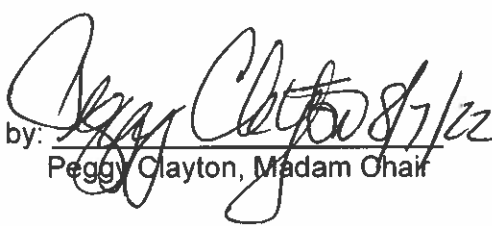
12. Public Input *(please limit comments to 5 minutes)* please come up to the podium and state your name and address for the record.

13. UPCOMING Events/Meetings

August 24, 2022	District 11 Meeting	6:00 pm (Zoom)
August 24, 2022	P and D Board Meeting	7:30 pm Town Hall
September 12, 2022	Township Association Mtg	7:00 pm Town Hall
September 14, 2022	Regular Board Meeting	7:30 pm Town Hall
September 28, 2022	P and D Board Meeting	7:30 pm Town Hall
October 1, 2022	Township Legal Seminar	9:00 am Cotton T. Hall

14. Adjourn

Prepared by: 
Peggy Clayton, Interim Clerk

Signed by: 
Peggy Clayton, Madam Chair

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2A

REGULAR BOARD MEETING JULY 13, 2022 MINUTES

Present: Madam Chair Clayton, Vice Chair Schack, Supervisor Kelley and Supervisor Gilbert; Treasurer Kopacek

Absent: Supervisors Davies

Pledge to the Flag was conducted, followed by the reading of the township mission statement.

Approve Minutes

Minutes of June 8, 2022 Regular Board Meeting

A motion was made by Supervisor Gilbert and seconded by Supervisor Kelley to approve the minutes of the June 8, 2022 Regular Board Meeting. Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried.

Minutes of the June 23, 2022 Work Sessions Re: Boat Landings, Land Sale, ARPA, City of Grand Rapids, Blandin Grant; and Community Plan Review

A motion was made by Supervisor Schack and seconded by Supervisor Gilbert to approve the minutes of the June 23, 2022 Work Sessions Re: Boat Landings, Land Sale, ARPA, City of Grand Rapids, Blandin Grant; and Community Plan Review. Ayes- 4; Nays-0. Absent-Supervisor Davies. Motion carried.

Minutes of the June 22, 2022, 2021 Audit Review Work Session

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the minutes of the June 22, 2022, 2021 Audit Review Work Session. Ayes- 4; Nays-0. Absent-Supervisor Davies. Motion carried.

Additions and Corrections

Supervisor Kelley requested to add Woodtick Landing, and SEH Misc. Expenses, to the agenda under Recreation as 7C and 7D, respectively.

A motion was made by Supervisor Gilbert and seconded by Supervisor Schack to approve the additions of Woodtick Landing (7C), and SEH Misc. Expenses (7D) to the agenda, and approve the rest of the Regular Agenda. Absent-Supervisors Davies and Gilbert. Ayes-3; Nays-0. Motion carried.

Business from the Floor Rowe Funeral Home

Tim _____ with Rowe Funeral Home came before the board regarding the Cemetery Policy. Tim stated he had discussions with Chair Clayton about Harris not allowing the use of grave liners for burials. After researching conducted by the Chair, it was his understanding that the policy would be changed to remove the language on grave liners, and replace with language allowing concrete outer burial containers. Chair Clayton stated that the cemetery policy was updated and the language on grave liners was removed, and the language on allowing concrete outer burial containers, was added, and is on the agenda, item 9B, for board discussion and approval. Tim thanked the Chair.

Samantha Hayes, one of the members of the Hafar family, spoke about the death of her father, Robert Hafar, on June 22, 2022, and that because of the discrepancies with the burial sites/block of the Hafar family, and the family feeling that the Harris Board has prevented that burial, they have retained an attorney and filed a lawsuit against the board.

Chair Clayton addressed Samantha and family members by stating that it was not now or not ever the intention of the board to cause undue stress or duress for the Hafar family, and that the board wanted to resolve this matter and was hopeful this could take place at this meeting.

Chair Clayton pointed out that the Declaration of the Harris Town Cemetery was signed in July 1926. The map of the cemetery at that time showed the ROW, which cut off the Blocks 19 and 33 in Section 2, and Block 10 (Hafar Block) in Section 1, therefore, those 3 blocks were never full blocks (32 sites). A full Block has 4 lots, with each lot having 8 burial sites, for a total of 32 sites. Blocks 19, 33, and 10 were never full Blocks in 1926, nor are they full Blocks today. These Blocks have 2 lots each (2 and 3), as lots 1 and 4 do not exist due to the ROW.

Chair Clayton further provided a history of discussions which were held in 2015 regarding "discrepancies in the number of cemetery sites sold to Don Hafar, Section 1, Block 10, where half of the Block was in the platted River Road ROW." These discussions took place in 2015, and were tabled at board meetings held on April 8th, April 22nd, May 27th, June 24th, and July 22nd. It was finally at the August 26, 2015 Board Meeting where Supervisor Kortekaas reported the discrepancy in sites had been resolved as he talked with maintenance and by rights the "sites should not have been sold due to their location in platted River Road ROW". He did further state that maintenance flagged the 4 corners of Section 1, Block 10 and that there was enough accessible space to use all 32 sites- including the 4 sites thought previously to be unusable. The Hafar family had been notified, and were satisfied with the results.

Chair Clayton added that even though Supervisor Kortekaas (in 2015) had maintenance flag the 4 corners, the Board never had maintenance move the markers, nor was anything surveyed or sites plotted. Had the 2015 Board followed through, our Board would not be dealing with this today. Chair Clayton did share with the family, the sites which are available now (7), and that maintenance will be able to open 3 sites by moving a corner marker in lot 2, allowing 7 available sites. Derrick Martilla, Maintenance, also spoke on behalf of that specific Block as he was one of the maintenance employees (in 2015) who flagged the corners and concurred with the Chair that the Block was not and still is not a full Block, as lots 1 and 4 do not exist.

Diane Kortekaas spoke and stated that she was not aware of those conversations, and no communications were held between herself and the Chair regarding burial sites. Further (tense) discussions were held (with Diane and other family members), It was shared that the current Block has 7 sites which are open, but the Hafar family wants to bury Robert in lot 4, which still shows as being in the platted River Road ROW.

The Kortekaas/Hafar family produced two cemetery deeds denoting Don Hafar purchased a full Block (32) sites in 1961. Question arose as to how a full Block was sold in 1961, (also questioned in 2015 discussions) when a full Block did not exist then, nor exists today.

After considerable amount of time was spent, the Board, in trying to get this resolved, moved forward with the following motion:

A motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to contact SEH regarding locating corner markers, and getting the rest of Block 10 (potential lots 1 and 4) surveyed.

Discussion held by the Board on the potential of it not being able to be surveyed, if a portion still belonged to the State, and advised the Kortekaas/Hafar family of this possibility. The family will move forward with the lawsuit if there is no survey, as they have the cemetery deeds showing they have the entire Block.

The motion moved forward. Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried.

Supervisor Kelley will expedite the survey request with SEH, and as soon as a survey date and information has been established, Chair Clayton will advise the attorney for the family, which will then be relayed to the family from their attorney.

Consent Agenda

No items were on the consent agenda.

Roads

Road Update

Supervisor Kelley stated that roads are looking good. There are still some issues with Metzenhuber Road, which maintenance continues to work on. Short discussion followed,

LRIP Update

Supervisor Kelley reviewed the LRIP Grant information with the board.

A motion was made by Supervisor Schack and seconded by Supervisor Clayton to approve and sign "Exhibit E for Grant Agreement to State Transportation Fund, Local Road Improvement Program, Grant Terms and Conditions, Sunny Beach Road" (Harris Resolution 2022-017). Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried.

A motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to approve and sign "Local Road Improvement Program (LRIP) Grant Agreement". Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried.

Culverts (Root Road & Wendigo Park Road)

Supervisor Kelley stated that Mediacom replaced and moved the cabling from the culvert, on Wendigo Park Road.

Supervisor Kelley reported that the culvert on Root Road is rusted and will more than likely need to be replaced. He will obtain prices for replacement, and will bring (pricing) back to the Board.

Stoney Point & Gary Drive Tree Removals

Supervisor Kelley reported that the pine tree(s) on Gary Drive will need to be removed by fall.

Supervisor Kelley stated that tree removal on Stoney Point was projected to cost approx. \$800.

A motion was made by Chair Clayton and seconded by Supervisor Schack to table tree removals to the July 27, 2022 P and D Meeting, Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried.

Isleview Road

Chair Clayton stated that the "Joint Resolution of the City of Grand Rapids and the Town of Harris for Detachment of certain Land Pursuant to MS 414.06", is before the board for approval and signing. The number of acres in the property for detachment is 120.4, and the number and character of

buildings on said property is 16 dwelling units and 18 out buildings, with 40 persons (information based on 16 dwellings x 2.5 persons per).

A motion was made by Supervisor Gilbert and seconded by Supervisor Schack to approve and sign the "Joint Resolution of the City of Grand Rapids and the Town of Harris for Detachment of Certain Land". Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried.

Chair Clayton will get the resolution to Attorney Any Shaw.

Storm Damage Report

Supervisor Schack gave a brief overview of the report submitted to FEMA on the storm damages of May 30, 2022. The State will reimburse 25%, and federal will reimburse 75%.

Supervisor Schack will work on the storm damages of June 20-24, 2022. Short discussion followed,

Bargen Seal Coat Quote

Supervisor Schack reviewed prices received from Bargen for crack and gap repairs. There is an overall budget of \$60,000 for crack sealing. Discussion held on completing gap repair on some of the roads. The roads included were, but not limited to: (Wood Pine, Little Crystal Lane, Tolerick, Woodland Park, Robinson, Lakeview Drive, Wendigo Park Road, Sunny Beach, Birch Hills Drive, East Harris, Mishawaka, Verde Lane, and Wesleyan Drive)

A motion was made by Supervisor Gilbert and seconded by Supervisor Kelley to add the crack seal information to the work session to be scheduled for landings, etc, (later on the agenda). Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried. (NOTE: this item was added to the scheduled work session to be held on July 22, 2022 at 6:00 pm)

Recreation

LaPlant Landing

Supervisor Kelley reported that the DNR put in a new ramp and realigned (ramp) at the landing and fixed the blow hole at the bottom. Chair Clayton will update FB with this information.

Schedule Work Session

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to schedule a work session on July 22, 2022 at 6:00 pm at the Town Hall re: boat landings, land sale, ARPA, Isleview Road, Blandin Grant, crack sealing, and cemetery. Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried.

Chair Clayton will post the work session.

Woodtick Landing

Supervisor Kelley reported that SEH has placed designated stakes at the landing. There will be room to clear the area for "4 spots" vs. 5 (originally) spots. The Board was in agreement with this information.

SEH Misc Expenses

Supervisor Kelley reported that the misc. expenses previously set aside for SEH work at the landings has been capped, and the board will need to approve additional funds of \$5,000.00 (for Mishawaka and Woodtick).

A motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to approve \$5,000.00 in additional funds for SEH boat landings (Mishawaka and Woodtick). Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried.

Correspondence
Network Opportunity Meeting Minutes of May 25, 2022
Informational only.

Old Business
Cemetery Policy

Chair Clayton stated that in her discussions with maintenance, and Rowe Funeral Home, it was suggested and decided to remove the language on grave liners, and add the language on concrete outer burial containers, to the cemetery policy.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the updated cement policy (remove the language in grave liners, and add the language on concrete outer burial containers). Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried.

The updated cemetery policy will be provided to the Sexton, who, in turn, will forward onto the funeral homes in Itasca County.

New Business
Conditional Use Permit

Chair Clayton updated the board on the conditional use permit public hearing, and viewing of the site off of Hwy. 169/Co. Rd 17. The Planning Commission did approve the conditional use permit of Brandon Jahn, for commercial for small office space and shop/storage building for contracting business, at the Public Hearing at 1:00 pm.

Brandan Jahn briefly spoke on his project and stated that there is already access to Hwy 169 and if he moves forward with access off of County Road 17, a minimum buffer of 20 ft will be needed.

Chair Clayton told the board that "findings of fact" will need to be conducted and turned it as the final step will be approval of the Itasca County Board.

1. Is the use consistent with the Harris Township Comprehensive Plan? Ayes-4; Nays-0, absent Supervisor Davies.
2. Is the conditional use compatible with the existing neighborhood? Ayes-4; Nays-0, absent Supervisor Davies. Comments: there would be no retail business. A small office space, and shop/storage building. Other businesses in the area have more traffic.
3. Have environmental concerns or precautions been addressed? Ayes-4; Nays-0, absent Supervisor Davies. Comments: just a small office space and shop/storage building are needed.
4. Does the site have sufficient vehicle access in and out of the property? Ayes-4; Nays-0, absent Supervisor Davies.
5. Is there adequate parking space? Ayes-4; Nays-0, absent Supervisor Davies. Comments: there is no retail and there will be enough parking for the employees, with access off of Hwy. 169, and if need be, additional access will be forthcoming off of County Rd 17, with buffer conditions.
6. Is there adequate water supply and sewage treatment for the request? Ayes-4; Nays-0, absent Supervisor Davies. Comments: sewer and water will be needed and permits will be obtained.
7. Have potential unsafe or unhealthy conditions been addressed? Ayes-4; Nays-0, absent Supervisor Davies. Comments: there is no retail; just office space and shop/storage building.

A motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to recommend the County Board approve the Brandan Jahn conditional use permit. Ayes-4; Nays-0, absent Supervisor Davies. Motion carried.

Resolution 2022-016 Election Judges

Chair Clayton read Resolution 2022-016 Election Judges, in its entirety. Chair Clayton stated that the hourly rate for election judges, and head election judge may need to be changed, to be in alignment with other townships.

A motion was made by Supervisor Schack and seconded by Supervisor Gilbert to approve Resolution 2022-016 Election Judges. Ayes-4; Nays-0, absent Supervisor Davies. Motion carried.

Audit Recap

Treasurer Kopacek reviewed the 2021 Audit results. The board was in receipt of the following documents from Clifton, Larson, Allen, Township audit firm: Town of Harris Financial Statements and Supplementary Information for the year ended December 31, 2021, Signed Governance Communication Letter, Signed Internal Control Communications and Mgmt. letter, and Exit Presentation Report.

Harris is utilizing CTAS, in all areas, and it is a good accounting program. All Government funds expenditures and all government fund revenues, fire fund, capital improvement fund, road and bridge fund, the general fund, and the general revenue fund were also reviewed.

The 2021 audit financials, need to be published within 30 days of the Township receiving and reviewing the audit results, as per M.S. The 2021 audit financials will also be uploaded to the Harris Township website.

Minnesota Association of Townships Insurance Trust

Treasurer Kopacek reviewed the changes in the Minnesota Association of Townships Insurance Trust. Effective July 1, 2022 MATIT severed its reliance on its long time service partner, Meadowbrook. Going forward, MATIT will electronically gather, store, access and share information needed for its operations. To accomplish that, they have developed and will premier their own website this summer and will provide a point of communication between MATIT and its members. Further information will be provided by MATIT, and the township will move forward with those changes.

2022 Comprehensive Plan

Chair Clayton presented the 2022 Comprehensive Plan. The board held two public community planning workshops, and several constituents of the township were in attendance. Information was gleaned from these meetings and changes were made to the Comprehensive Plan as needed and necessary.

Chair Clayton thanked those who were in attendance at these public workshops, and CEDA for their work on this plan!

The board did not have any further changes in the 2022 Comprehensive Plan.

A motion was made by Supervisor Gilbert and seconded by Supervisor Kelley to approve the 2022 Comprehensive Plan. Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried.

Chair Clayton will contact Sarah Weese with CEDA, so she can send this plan to print and provide to the township board.

Newsletter

Chair Clayton reviewed the July 2022 Newsletter. The board did not have any changes. Chair Clayton thanked our volunteer, Cyndy Martin, once again, for pulling the newsletter together.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the Newsletter, send it to print and authorize a check to Rapids Printing for postage. Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried.

Posting/Publishing Supervisor Filing

Chair Clayton reviewed the "Notice of Filing for Harris Township Office." The offices which are up for election are: Supervisor A, Supervisor D, and Supervisor E. All three offices serve a 4-year elected term, which would expire on December 2026.

Filing would begin Tuesday, August 2, 2022 until Tuesday, August 16, 2022 at 5 PM. The Town hall office, located at 21998 Airport Rd., Grand Rapids will be open from 1 PM until 5 PM for filing on Tuesday, August 16, 2022 which is the last day of the filing. Those interested can also call the township interim Clerk to make arrangements to file prior to August 16. She can be reached via email at harristownshipclerk@gmail.com or via phone at 218-259-1551.

A motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to approve and authorize the posting and publishing of the "Notice of Filing for Harris Town Offices." Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried

The interim Clerk will get this posted, and published in the Grand Rapids Herald Review.

Treasurer's Report

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the June 1 2022 Treasurers Report in the amount of \$2,102,465.31. Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried.

Payment of Bills

A motion was made by Supervisor Schack and seconded by Chair Clayton to approve the claims list, claims # 20584 through 20591, 50592 through 20601, 20602 through 20613, along with EFTs 71322012 through 7132209, and EFT6302201 and 6302202 in the amount of \$21,219.75. Ayes-4; Nays-0. Absent-Supervisor Davies. Motion carried.

Public Input

No public input.

UPCOMING Events/Meetings

July 22, 2022	Work Session Re: Landings, Land Sale, Isleview Rd, ARPA, Blandin Grant, Bargaen Crack Sealing, and Cemetery	6:00 pm Town Hall
July 27, 2022	P and D Board Meeting	7:30 pm Town Hall
August 9, 2022	Primary Election	7:00am-8:00pm T. Hall
August 10, 2022	Regular Board Meeting	7:30 pm Town Hall
August 24, 2022	P and D Board Meeting	7:30 pm Town Hall

Adjourn

There being no further business to come before the Harris Town Board, a motion was made by Supervisor Schack and seconded by Supervisor Gilbert to adjourn the meeting at 9:44 PM.

Prepared by: _____
Peggy Clayton, Interim Clerk

Signed by: _____
Peggy Clayton, Madam Chair

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2B

August 1, 2022 Work Session Minutes Caretaker/Sexton, Clerk, and Maintenance

Present: Madam Chair Clayton, Vice Chair Schack, Supervisors Gilbert, and Kelley
Absent: Supervisor Davies

The purpose of the work session was to discuss the Clerk vacancy, the maintenance vacancy, and the Caretaker/Sexton job description.

Caretaker/Sexton

Chair Clayton provided a copy of the Caretaker/Sexton job description. The Caretaker/Sexton job description was updated with additional information that needed to be in the job description. As a vacancy will occur by the end of the year, the board discussed how to move forward with recruitment.

This position will not go through Personnel Dynamics, but will just be advertised by the board.

After considerable discussion, the board will move forward with recruitment by mid October. The recruitment information, job description, etc will be placed on the Regular Board agenda of October 12, 2022.

Clerk

The clerk position has been vacant since early May. Discussion held on when to start advertising for a clerk. This is a difficult position to fill because even though it's 25 to 30 hours a month those hours are spread out throughout the month. There are specific duties that need to be done in a timely manner, while other duties have to follow a specific deadline to be completed.

When recruitment was conducted in early 2022, there were two rounds of interviews. The final round was having the candidates come before a board meeting and actually take board minutes. That will remain the determining factor, in hiring a Clerk.

After considerable discussion, the board decided to start recruitment in August with a beginning date of August 14, 2022 to accept resumes, but not have a closing date (for accepting resumes), until it has been determined that there is a sufficient amount of qualified resumes received, in order to conduct interviews. Information will be placed on the Township FB page, website, and in the GR Herald Review.

This position will be placed on the August 10 board meeting.

Maintenance

As the current maintenance worker did submit his letter of resignation, this position needs to be filled in a timely manner, The board went through the job description and made a considerable amount of changes to qualifications and duties, in order to get the best individual for what the township needs.

Derrick's last day of work will be August 5, therefore, Supervisor Schack will need to make sure that maintenance duties are being performed. Currently there are two temporary maintenance workers that have been on board, and are familiar with numerous duties. Supervisor Schack will be sitting down with them to find out their length of time they want to commit to the township, until such time that a new maintenance worker is hired. Both temporary maintenance workers will be considered for the job if they are interested and apply.

It was decided to change the " Must have a CDL license" as a minimum qualification, to a "Class B license". With that said the board felt strongly that by changing it from a CDL to a class B, the board would get more candidates who would have a class B license, rather than a CDL, while still meeting DOT requirements on equipment.

Pay was considered and is an important factor in getting interested candidates. After discussion it was decided that the board would advertise for the beginning rate of pay at \$23 per hour, (but could be negotiable, based on experiences, etc)

Candidates applying will not only need to meet the qualifications, but will also need to pass a pre-employment drug and alcohol test, pre-employment physical assessment, and successfully pass background checks, which are all contingent of a job offer.

Daily/monthly report procedures were discussed. It was decided that the board does not need to receive information on fuel, mileage or equipment hours on a monthly basis, but should be completed annually (December) for the upcoming budget meetings. Supervisor Schack will incorporate those report changes now to just include monthly work compiled for the monthly P and D Meetings, and continue to provide the daily reports to Supervisors.

Chair Clayton will make changes to the job description and present at another work session for maintenance.

There being no further business to come before the Board, a motion was made by Supervisor Kelley and seconded by Supervisor Gilbert at 8:05 pm.

Submitted by: _____
Peggy Clayton, Interim Clerk

Signed by: _____
Peggy Clayton, Chair

**Minutes of the
Board of Appeal and Equalization
Harris Township
Thursday April 28, 2022
9:00am**

2C

Pursuant to due notice and call thereof, a Local Board of Appeal and Equalization was conducted on Thursday, April 28, 2022 at 9:00 am at the Harris Town Hall, with following officers of the board present: Madam Chair Peggy Clayton, Vice-Chair Mike Schack, Supervisor Ryan Davies, Supervisor Dan Gilbert, and Supervisor Jim Kelley.

Also in attendance were Cory Leinwander, Assistant Itasca County Assessor, Jason Houwman, Assessor/Appraiser of Harris Township, Tony Troumbly, Assessor/Appraiser, Christa Jetland, Assessor-Appraiser, and Miranda Meyers, Assessor-Appraiser.

There were **40** Harris Township residents in attendance. There were a total of **74** parcels appealed, of which 13 were reduced, and **61** were not changed, for total changes in EMV of **\$882,200.00**.

Opening Comments

Madam Chairman Clayton introduced the 2022 Local Board of Appeal and Equalization for Harris Township: Chair Peggy Clayton, Vice Chair Mike Schack, Supervisors Ryan Davies, Dan Gilbert, and Jim Kelley. She then turned the meeting over to County Assessor Leinwander.

Opening Comments and introduction of County staff:

Leinwander introduced the staff, who were there to help with taxpayer concerns and give onsite property reviews, if necessary. The Assessor Department staff was there to represent the County Assessor's Office. **He noted that Supervisor Clayton and Supervisor Kelley, had the current local Board of Appeal and Equalization training and certification, prior to today's meeting.** Leinwander reminded the board that motions are required for any valuation or classification changes.

Explanation of purpose and process for Local Board of Appeal and Equalization

Leinwander explained that this meeting was to review the 2022 classifications and assessments/valuations of Harris Township properties that are used to calculate taxes payable in 2023. Any person wanting to appeal, could discuss their complaint with the Township Board, and Assessor. The meeting was to be kept orderly and anyone becoming loud or out of order would be asked to leave. The appeals would be reviewed in the order they appeared on the sign-in list.

It was further noted that in order to appear before the County Board of Appeal and Equalization, a resident needed to appear before the Local Board of Appeal, either in person or via letter. If no change was made at the local township level, the township board would need to make a motion, second, and reaffirm that there was no change made. Those appealing could still go before the Itasca County Board of Commissioners, (with their appeal.)

This is a meeting of the residents; the local township board should be addressed with all appeals – not the County Assessor. A reminder was given that this meeting is about property valuations - not about taxes. Interior inspection, is walking through your home, and measuring the rooms inside of the home.

Leinwander explained that at the end of the BOA, the township board would have two choices – to adjourn, or to recess if more information is needed. If recessed, the date for a second meeting date must be set within 20 calendar days. At that time, they would then finalize any issues and adjourn.

For clarification, Leinwander explained that only 2 things could be changed at today's meeting:

- The classification for 2022 (such as homestead vs. non homestead, business vs. residential, etc.) that will affect taxable payable in 2023.
- The valuation amount that is shown on the yellow form from the county. (This was *not* a meeting to discuss taxes – but rather the property valuations and classifications.)

County wide changes:

Leinwander commented that if there were any made, it did not affect Harris Township.

The County has to have a minimum of 6 sales in order to reassess the township. Harris could have more sales in the next year.

Leinwander read: *The assessor staff is here to advise and assist the Local Board with any questions or information regarding the valuation and classification of properties. Any changes to the valuation or classification of a property will require a Local Board action via a motion being made, seconded, and passed.*

The Local Board may not take action after adjourning today. All issues must be resolved before the meeting is adjourned. Once adjourned, they cannot be reconvened. If necessary to reconvene, the initial meeting must be recessed and the reconvened meeting must be held and all business of the local board must be concluded within 20 calendar days (including the day of the initial meeting) unless the board requests a time extension in writing from the Department of Revenue and the time extension is granted by the department. The date and time of the reconvened meeting must be determined before the initial meeting is recessed.

Per MN statutes, section 274.14 subdivision 1:

"A board member shall not participate in any actions of the board which shall result in the market value adjustment or classification changes to property owned by the board member, the spouse, parent, stepparent, child, stepchild, grandparent, or grandchild, brother, sister, uncle, aunt, nephew, or niece of a board member, or property in which a board member has financial interest. The relationship may be blood or marriage."

Township wide changes:

Leinwander commented that Harris Township was last reassessed/reappraised in 2021 for the 2022 assessment. The next time an assessor will reappraise the properties will be this year (2026) for the 2027 assessment.

The sales study included October 1, 2020-September 30, 2021. There were **84** sales in Harris Township in 2020-2021. The total value for Harris for 2021 was **\$24,799,313.00**.

Cory Leinwander gave out the packet of the improved sales book (attached) at the meeting, but did run out, due to the number in attendance.

Due to the number in attendance, Cory did state that the Board would be taking a 10 minute recess to allow for those (in attendance) to sign up for a site inspection. Cory spent the first hour talking about the reassessment which took place in 2021, and the most recent (additional) increases which were included in their classification paperwork sent out in April 2022.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to take a "10" minute recess at 10:16 am. Ayes-5; Nays-0. Motion carried.

During the recess, there were 11 who did sign up for a site inspection. Cory was available, as well as the other Assessor-Appraisers, to answer questions during the recess.

A motion was made by Supervisor Davies and seconded by Supervisor Kelley to reconvene the meeting at 10:31 am. Ayes-5; Nays-0. Motion carried.

When the meeting reconvened there were only 8 ppl left in the audience, (who did appeal).

Consider property owners complaints and answer questions about their assessments.

With no other comments or questions, the residents were called in order of sign-in (*a copy of the sign in sheet will be attached to these minutes*), to discuss their grievances with the Local Board of Appeal and Equalization. *Any handouts from the county will also be attached to these minutes, for the record*):

1.

Taxpayer name(s): William Keilen	Parcel number (s): 19-600-090
Address:	Classification: in person
Nature of grievance: Valuation of the property itself. The land is \$344,200 and bldg is 128,500 for a total of \$473,200 for EMV. Bill was requesting a reduction in the EMV. Reduction-land:\$250,600; house stays the same = \$379,100.	
Action taken: <i>Motion made by Supervisor Davies, and seconded by Supervisor Schack to affirm the reduction of \$93,600 in the land thereby reducing the EMV to \$379,100 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

2.

Taxpayer name(s): Larry Bondhus	Parcel number (s): 19-513-0134
Address:	Classification: in person
Nature of grievance: Larry was looking for a reduction in the proposed \$89,600, due to removing a portion of the frontage value.	
Action taken: A motion was made by Supervisor Davies and seconded by Supervisor Gilbert to affirm the reduction of the EMV of \$89,600 to \$33,300 for 2023. Ayes-5; Nays-0. Motion carried.	
Action taken:	

3.

Taxpayer name(s): Peter Hengel	Parcel number (s): 19-600-0330
Address: Sunny Beach Addition	Classification: in person
Nature of grievance: Peter has two pieces of property which are in not sellable. 19-600-0330 EMV is \$110,800 for 2023. Looking to have the property lowered back down to \$49,600.	
Action taken: A motion was made by Supervisor Gilbert and seconded by Supervisor Davies to affirm the reduction of 19-600-0330 to \$57,100 EMV for 2023. Ayes-5; Nays-0. Motion carried.	

4.

Taxpayer name(s): Peter Hengel	Parcel number (s): 19-600-0320
Address: Sunny Beach Addition	Classification: in person
Nature of grievance: Peter has two pieces of property which are not sellable. 19-600-0320 EMV is \$112,600 for 2023. Looking to have the property lowered back down to \$53,900.	
Action taken: A motion was made by Supervisor Gilbert and seconded by Supervisor Davies to affirm the reduction of 19-600-0320 to \$58,700 EMV for 2023. Ayes-5; Nays-0. Motion carried.	

5. Taxpayer name(s): Harold Thompson	Parcel number (s): 19-615-0120
Address:	Classification: in person
Nature of grievance: Requested a decrease in the \$698,300 EMV for 2023. (Land-\$398,000 has discounts applied already; house is \$300,300.	
Action taken: <i>A motion was made by Supervisor Kelley and seconded by Supervisor Schack to affirm the EMV (site inspection) of \$698,300 for 2023. AES-5; Nays-0. Motion carried.</i>	

6.

Darlene Vobejda	Parcel number (s): 19-440-0110
Address:	Classification: in person
Nature of grievance: Looking for a reduction in the house (seasonal) which is \$99,500 EMV, and land is \$191,200 for a total EMV of \$290,700. The house is 26 years old and there is no basement. Value is too high on the land.	
Action taken: <i>Motion made by Supervisor Davies and seconded by Supervisor Schack to decrease the EMV on land from \$191,200 to \$178,600 for an overall EMV of \$278,100 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

7.

Taxpayer name(s): John Casper	Parcel number (s): 19-008-4305
Address: 32343 Lakeview Drive	Classification: in person
Nature of grievance: EMV is too high. Land is \$243,500, and house is \$278,900 for a total EMV of \$522,400 for 2023. John signed up for site inspection.	
Action taken: <i>Motion made by Supervisor Davies and seconded by Supervisor Gilbert to affirm the EMV of site inspection of \$522,400 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

8.

Taxpayer name(s): Mark Lauber	Parcel number (s): 19-017-4403.
Address:	Classification: in person
Nature of grievance: Value of property is too high. Property EMV is \$1200 and wants it reduced to \$1140 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm the EMV of \$1200 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

9.

Taxpayer name(s): Mike Clayton	Parcel number (s): 19-021-1301
Address:	Classification: in person
Nature of grievance: Value of house and land is too high. EMV for both is \$443,200 for 2023.	
Action taken: <i>Motion made by Supervisor Kelley and seconded by Supervisor Gilbert to affirm the EMV of \$443,200 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

10.

Taxpayer name(s): Mike Clayton	Parcel number (s): 19-020-4200
Address:	Classification: in person
Nature of grievance: Land value is too high. The EMV for 2023 is \$117,900.	
Action taken: <i>Motion made by Supervisor Davies and seconded by Supervisor Gilbert to affirm the EMV of \$117,900 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

11.

Taxpayer name(s): Mike Clayton	Parcel number (s): 19-020-4300
Address:	Classification: in person
Nature of grievance: Value too high on the land. \$84,800 EMV for 2023.	
Action taken: <i>Motion made by Supervisor Davies and seconded by Supervisor Gilbert to affirm the EMV of \$84,800 for 2023. Aye-5; Nays-0. Motion carried.</i>	

12.

Taxpayer name(s): Mike Clayton	Parcel number (s): 19-028-1200
Address:	Classification: in person
Nature of grievance: Value too high on land, EMV of \$59,000 for 2023.	
Action taken: <i>Motion made by Supervisor Kelley and seconded by Supervisor Schack to affirm the EMV of \$59,000 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

13.

Taxpayer name(s): Mike Clayton	Parcel number (s): 19-021-4401
Address:	Classification: in person
Nature of grievance: EMV went from \$10500 in 2021 to \$20,700 for 2023.	
Action taken: <i>Motion made by Supervisor Kelley and seconded by Supervisor Davies to affirm the EMV of \$20,700 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

14.

Taxpayer name(s): Mike Schack	Parcel number (s): 19-025-1200
Address:	Classification: in person
Nature of grievance: EMV went from \$352,700 to \$489,300 for 2023. The old house was removed. Requested reduction.	
Action taken: <i>Motion made by Supervisor Kelley and seconded by Chair Clayton to reduce the EMV to \$365,000 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

15.

Taxpayer name(s): Craig Maturi	Parcel number (s): 19-008-4204
Address:	Classification: in writing
Nature of grievance:	
Nature of grievance: Assessor recommendation: affirm EMV of \$20,500 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$20,500 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

16.

Taxpayer name(s): Craig Maturi	Parcel number (s): 19-008-4308
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$90,000 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$90,000 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

17.

Taxpayer name(s): Craig Maturi	Parcel number (s): 19-008-4310
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$789,500 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$789,500 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

18.	
Taxpayer name(s): Zack Gustafson	Parcel number (s): 19-019-2202
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$312,200 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$312,200 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

19.	
Taxpayer name(s): Peter Hengel	Parcel number (s): 19-600-0310
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$440,200 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$440,200 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

20.	
Taxpayer Name(s): Larry Bondhus	Parcel number(s): 19-513-0136
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm (site inspection) EMV of \$456,600 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Chair Clayton to affirm (site inspection) EMV of \$456,600 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

21.	
Taxpayer name(s): Russ Namchek	Parcel number (s): 19-650-0240
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$189,600 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$189,600 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

22.

Taxpayer name(s): Shannon Schultz	Parcel number (s): 19-032-4300
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$52,100 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$52,100 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

23.

Taxpayer name(s): Shannon Schultz	Parcel number (s): 19-032-4301
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$74,000 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$74,000 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

24. Taxpayer name(s): Paul Venne	Parcel number (s): 19-600-0270
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$50,800 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$50,800 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

25. Taxpayer name(s): Paul Venne	Parcel number (s): 19-600-0280
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$134,100 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$134,100 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

26. Taxpayer name(s): Paul Venne	Parcel number (s): 19-600-0290
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$99,400 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$99,400 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

27. Taxpayer name(s): Paul Venne	Parcel number (s): 19-600-0300
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$88,500 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$88,500 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

28. Taxpayer name(s): Mike Jasper	Parcel number (s): 19-025-2203
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$564,300 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$564,300 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

29. Taxpayer name(s): Sue Jacobs	Parcel number (s): 19-428-0130
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$389,600 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$389,600 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

30. Taxpayer name(s): Charles and Barb Elliot	Parcel number (s): 19-455-0100
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$158,500 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$158,500 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

31. Taxpayer name(s): James Heitzman	Parcel number (s): 19-007-3306
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$450,900 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$450,900 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

32. Taxpayer name(s): Scott Jesse	Parcel number (s): 19-008-4307
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$588,700 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$588,700 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

33. Taxpayer name(s): Tom Reschenberg	Parcel number (s): 19-485-0600
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$480,000 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$480,000 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

34. Taxpayer name(s): Peder Gaalaas (NAR)	Parcel number (s): 19-017-1100
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$289,700 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$289,700 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

35. Taxpayer name(s): Dennis Perreault	Parcel number (s): 19-565-0080
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$625,300 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$625,300 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

36. Taxpayer name(s): Kyle King	Parcel number (s): 19-016-2203
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$695,700 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$695,700 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

37. Taxpayer name(s): Mike Ives	Parcel number (s): 19-016-4112
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$926,700 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$926,700 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

38. Taxpayer name(s): Adrian Cook	Parcel number (s): 19-016-2204
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: reduce EMV to \$572,600 for 2023. Decreased quality of finish in basement.	
Action taken: <i>Motion made by Supervisor Davies and seconded by Supervisor Gilbert to reaffirm reduction in EMV of \$572,600 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

39. Taxpayer name(s): Steve Roberts	Parcel number (s): 19-025-2314
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: reduce EMV to \$349,300 for 2023. Incorrect # of walkout units.	
Action taken: <i>Motion made by Supervisor Kelley and seconded by Supervisor Davies to reaffirm reduction of EMV of \$349,300 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

40. Taxpayer name(s): Randy Helmbrecht	Parcel number (s): 19-025-2204
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: reduce EMV to \$42,900 from \$209,000 for 2023. Lack of depth for building on parcel.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Kelley to affirm reduction of EMV of \$42,900 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

41. Taxpayer name(s): Randy Helmbrecht	Parcel number (s): 19-026-1103
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: reduce EMV to \$536,900 for 2023. Incorrect # of walkout units.	
Action taken: <i>Motion made by Supervisor Davies and seconded by Supervisor Kelley to reaffirm reduction of EMV of \$536,900 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

42. Taxpayer name(s): Jon Sgarlata	Parcel number (s): 19-495-0265
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: reduce EMV to \$804,500 for 2023. Basement is unfinished.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm reduction in EMV of \$804,500 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

43. Taxpayer name(s): Robert Chopp	Parcel number (s): 19-557-0016
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: reduce EMV to \$1,537,300 for 2023. Boathouse demolished prior to 1/2022.	
Action taken: <i>Motion made by Supervisor Kelley and seconded by Supervisor Davies to affirm reduction in EMV of \$1,537,300 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

44. Taxpayer name(s): Tim Conway	Parcel number (s): 19-445-0050
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: reduce EMV to \$443,800 for 2023. Corrected contiguous lakeshore.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Kelley to affirm reduction in EMV of \$443,800 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

45. Taxpayer name(s): Richard Neary	Parcel number (s): 19-565-0030
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm (site inspection) EMV of \$507,700 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Chair Clayton to reaffirm (site inspection) EMV of \$507,700 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

46. Taxpayer name(s): David Meyers	Parcel number (s): 19-520-0320
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm (site inspection) EMV of \$644,400 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Chair Clayton to affirm (site inspection) EMV of \$644,400 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

47. Taxpayer name(s): Celeste Tarbuck Loftus	Parcel number (s): 19-021-2189
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm (site inspection) EMV of \$557,400 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Chair Clayton to affirm (site inspection) EMV of \$557,400 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

48. Taxpayer name(s): Nancy Farris	Parcel number (s): 19-565-0140
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm (site inspection) EMV of \$389,000 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Chair Clayton to affirm (site inspection) EMV of \$389,000 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

49. Taxpayer name(s): Amanda Nintzel	Parcel number (s): 19-008-4302
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm (site inspection) EMV of \$588,400 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Chair Clayton to affirm (site inspection) EMV of \$588,400 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

50. Taxpayer name(s): Doug and Cynthia Christy	Parcel number (s): 19-475-0120
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm (site inspection) EMV of \$62,400 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Chair Clayton to affirm (site inspection) EMV of \$62,400 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

51. Taxpayer name(s): Doug and Cynthia Christy	Parcel number (s): 19-475-0125
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm (site inspection) EMV of \$385,600 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Chair Clayton to affirm (site inspection) EMV of \$385,600 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

52. Taxpayer name(s): Ron Fischer	Parcel number (s): 19-012-1201
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm (site inspection) EMV of \$500,200 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Chair Clayton to affirm (site inspection) EMV of \$500,200 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

53. Taxpayer name(s): Ron Fischer	Parcel number (s): 19-012-110
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm (site inspection) EMV of \$207,500 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Chair Clayton to affirm (site inspection) EMV of \$207,500 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

54. Taxpayer name(s): Ron Fischer	Parcel number (s): 19-012-1104
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm (site inspection) EMV of \$29,900 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Chair Clayton to affirm (site inspection) EMV of \$29,900 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

55. Taxpayer name(s): Ron Fischer	Parcel number (s): 19-0-1306
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm (site inspection) EMV of \$33,300 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Chair Clayton to affirm (site inspection) EMV of \$33,300 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

56. Taxpayer name(s): Sandra Beier	Parcel number (s): 19-460-0589
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$740,000 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$740,000 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

57. Taxpayer name(s): Ricky Englund	Parcel number (s): 19-475-0105
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$652,200 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$652,200 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

58. Taxpayer name(s): Greg Manning	Parcel number (s): 19-033-2404
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$352,500 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$352,500 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

59. Taxpayer name(s): Ernest Graber	Parcel number (s): 19-530-085
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$305,000 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$305,000 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

60. Taxpayer name(s): Muriel Harbin	Parcel number (s): 19-485-0960
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$433,900 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$433,900 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

61. Taxpayer name(s): Bob Olson	Parcel number (s): 19-425-0140
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$676,500 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$676,500 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

62. Taxpayer name(s): Kim Trbojevich		Parcel number (s): 19-025-2402
Address:	Classification: in writing	
Nature of grievance: Assessor recommendation: affirm EMV of \$269,100 for 2023.		
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$269,100 for 2023. Ayes-5; Nays-0. Motion carried.</i>		

63. Taxpayer name(s): Al Thiry		Parcel number (s): 19-445-0140
Address:	Classification: in writing	
Nature of grievance: Assessor recommendation: affirm EMV of \$490,500 for 2023.		
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$490,500 for 2023. Ayes-5; Nays-0. Motion carried.</i>		

64. Taxpayer name(s): William Rancourt		Parcel number (s): 19-020-3106
Address:	Classification: in writing	
Nature of grievance: Assessor recommendation: affirm EMV of \$151,400 for 2023.		
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$151,400 for 2023. Ayes-5; Nays-0. Motion carried.</i>		

65. Taxpayer name(s): Kevin Geislinger		Parcel number (s): 19-610-0150
Address:	Classification: in writing	
Nature of grievance: Assessor recommendation: affirm EMV of \$447,800 for 2023.		
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$447,800 for 2023. Ayes-5; Nays-0. Motion carried.</i>		

66. Taxpayer name(s): Michael Hendricks		Parcel number (s): 19-485-0640
Address:	Classification: in writing	
Nature of grievance: Assessor recommendation: affirm EMV of \$534,600 for 2023.		
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$534,600 for 2023. Ayes-5; Nays-0. Motion carried.</i>		

67. Taxpayer name(s): Jim Glowacki	Parcel number (s): 19-456-0200
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$387,800 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$387,800 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

68. Taxpayer name(s): Leslie Beckrich	Parcel number (s): 19-001-3308
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$257,100 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$257,100 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

69. Taxpayer name(s): Barb Arbour	Parcel number (s): 19-016-2106
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$687,800 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$687,800 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

70. Taxpayer name(s): Ben Nissen	Parcel number (s): 19-485-0240
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$470,500 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$470,500 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

71. Taxpayer name(s): James Mueller	Parcel number (s): 19-022-3103
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$231,300 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$231,300 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

72. Taxpayer name(s): Molly Tulek	Parcel number (s): 19-023-2101
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$494,400 for 2023	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$494,400 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

73. Taxpayer name(s): Ron Myers	Parcel number (s): 19-645-0060
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$450,900 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$450,900 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

75. Taxpayer name(s): Larry Bondhus	Parcel number (s): 19-513-0136
Address:	Classification: in writing
Nature of grievance: Assessor recommendation: affirm EMV of \$456,600 for 2023.	
Action taken: <i>Motion made by Supervisor Schack and seconded by Supervisor Davies to affirm EMV of \$456,600 for 2023. Ayes-5; Nays-0. Motion carried.</i>	

***There being no further business to come before the Board of Appeal and Equalization:
Motion made by Supervisor Schack, and seconded by Supervisor Davies to adjourn the meeting at 12:45 pm.***

Submitted by: _____
Peggy Clayton, Acting Clerk

Signed by: _____
Peggy Clayton, Chair

----- CEMETERY DEED BUY BACK -----

Know all by these present: That **William Nix**, _____, **Grand Rapids, MN 55744**, in consideration of the sum of **\$175.00 {One hundred and seventy-five dollars}**, does hereby convey the following described piece of land unto **Harris Township**, for burial of the dead, to-wit:

Section 1 (one), Block 3 (three), Lot 1 (one), Site 4 (four)

situated on the first addition to the Harris Cemetery in the County of Itasca and State of Minnesota, according to the plat of said Cemetery on file in the Office of County Recorder in said County.

In Testimony whereof the said Jerome and Marie Janecek has caused these present to be executed in their behalf, this _____ day of _____, 2022.

William Nix (signature)

STATE OF MINNESOTA)
) SS
COUNTY OF ITASCA)

On this _____ day of _____, A.D. 2022, before me appeared William Nix, to me personally known, who, being by me duly sworn, and said instrument to be the free act and deed of said William Nix.

Notary Public

My Commission expires _____

CERTIFIED, FILED, AND
RECORDED ON
12/7/2021 11:42:46 AM

PAGES: 2
REC FEES: \$46.00

NICOLLE ZUEHLKE
ITASCA COUNTY RECORDER

BY NZ Dep



----- CEMETERY DEED -----

Know all by these present. That the **Harris Township Cemetery** of Harris Township in the County of Itasca and State of Minnesota, in consideration of the sum of \$175.00 to them in hand paid by **William Nix, 20835 Wendigo Park Road, Grand Rapids, MN 55744** hereby grant, bargain, sell and convey unto the said **Joan Birt-Yoder**, their heirs, and assigns forever the following described piece of land for the burial of the dead, to-wit:

Section 1 [one], Block 3 [three], Lot 1 [one], Site 4, [four]

Situated in Harris Cemetery in the County of Itasca and State of Minnesota, according to the plat of said Cemetery on file in the Office of County Recorder in said County.

To have and to hold the same, subject to all the laws of the State, now and hereafter enacted for the management and regulation of Cemeteries, and also subject to all rules and by-laws of the said Harris township now and hereafter made, for the regulation of the affairs of the same or any part thereof.

It is hereby covenanted, that said hereby granted premises are free from all encumbrances, and that the title now conveyed is perfect, and that said Harris Township will warrant and defend the same to said grantee, their heirs and assigns forever.

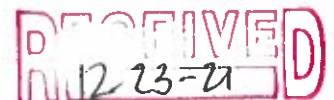
In Testimony whereof the said Township has caused these presents to be executed in its behalf by its Chairman and Its Clerk, this 25th day of November 2021.

Signed, Sealed and Delivered in Presence of the Harris Township Board

By Madal Elash By Tom Clayton It's Chairman

By Amy Dennis By Tom Clayton

By Jan H By Beth R. endean It's Clerk



11K 15 12/17

----- CEMETERY DEED -----

Know all by these present: That the **Harris Township Cemetery** of Harris Township in the County of Itasca and State of Minnesota, in consideration of the sum of \$175.00 to them in hand paid by **Charles and Rita LaPlant**, **Grand Rapids, MN 55744**, hereby grant, bargain, sell and convey unto the said Charles and Rita LaPlant, their heirs, and assigns forever the following described piece of land for the burial of the dead, to-wit:

Section 3 [three], Block 25 [twenty-five], Lot 3 [three], Site 5 [five]

Situated in Harris Cemetery in the County of Itasca and State of Minnesota, according to the plat of said Cemetery on file in the Office of County Recorder in said County.

To have and to hold the same, subject to all the laws of the State, now and hereafter enacted for the management and regulation of Cemeteries, and also subject to all rules and by-laws of the said Harris township now and hereafter made, for the regulation of the affairs of the same or any part thereof.

It is hereby covenanted, that said hereby granted premises are free from all encumbrances, and that the title now conveyed is perfect, and that said Harris Township will warrant and defend the same to said grantee, their heirs and assigns forever.

In Testimony whereof the said Township has caused these presents to be executed in its behalf by its chairperson, on this _____ day of _____, 2022.

By _____, Harris Township Chairperson

STATE OF MINNESOTA)
) SS
COUNTY OF ITASCA)

On this _____ day of _____, A.D. 2022, before me appeared Peggy Clayton to me personally known, who, being by me duly sworn, is the said Chairperson of the Town of Harris in said County, and that the said instrument was signed and sealed in behalf of Harris Township by authority of its Board of Supervisors and said Chairperson acknowledged said instrument to be the free act and deed of said Township.

Nancy Kopacek, Harris Township Notary

My Commission expires: _____

----- CEMETERY DEED -----

Know all by these present: That the **Harris Township Cemetery** of Harris Township in the County of Itasca and State of Minnesota, in consideration of the sum of \$175.00 to them in hand paid by **Steven and Rita Randall, Carlton, MN, 55718**, hereby grant, bargain, sell and convey unto the said Steven and Rita Randall, their heirs, and assigns forever the following described piece of land for the burial of the dead, to-wit:

Section 3 [three], Block 23 [twenty-three], Lot 1 [one], Site 4, [four]

Situated in Harris Cemetery in the County of Itasca and State of Minnesota, according to the plat of said Cemetery on file in the Office of County Recorder in said County.

To have and to hold the same, subject to all the laws of the State, now and hereafter enacted for the management and regulation of Cemeteries, and also subject to all rules and by-laws of the said Harris township now and hereafter made, for the regulation of the affairs of the same or any part thereof.

It is hereby covenanted, that said hereby granted premises are free from all encumbrances, and that the title now conveyed is perfect, and that said Harris Township will warrant and defend the same to said grantee, their heirs and assigns forever.

In Testimony whereof the said Township has caused these presents to be executed in its behalf by its chairperson, on this _____ day of _____, 2022.

By _____, Harris Township Chairperson

STATE OF MINNESOTA)
) SS
COUNTY OF ITASCA)

On this _____ day of _____, A.D. 2022, before me appeared Peggy Clayton to me personally known, who, being by me duly sworn, is the said Chairperson of the Town of Harris in said County, and that the said instrument was signed and sealed in behalf of Harris Township by authority of its Board of Supervisors and said Chairperson acknowledged said instrument to be the free act and deed of said Township.

Nancy Kopacek, Harris Township Notary

My Commission expires _____

----- CEMETERY DEED -----

Know all by these present: That the **Harris Township Cemetery** of Harris Township in the County of Itasca and State of Minnesota, in consideration of the sum of \$175.00 to them in hand paid by **Dale and Cynthia Randall**, of **Grand Rapids, MN, 55744**, hereby grant, bargain, sell and convey unto the said Dale and Cynthia Randall, their heirs, and assigns forever the following described piece of land for the burial of the dead, to-wit:

Section 3 [three], Block 23 [twenty-three], Lot 1 [one], Site 3, [three]

Situated in Harris Cemetery in the County of Itasca and State of Minnesota, according to the plat of said Cemetery on file in the Office of County Recorder in said County.

To have and to hold the same, subject to all the laws of the State, now and hereafter enacted for the management and regulation of Cemeteries, and also subject to all rules and by-laws of the said Harris township now and hereafter made, for the regulation of the affairs of the same or any part thereof.

It is hereby covenanted, that said hereby granted premises are free from all encumbrances, and that the title now conveyed is perfect, and that said Harris Township will warrant and defend the same to said grantee, their heirs and assigns forever.

In Testimony whereof the said Township has caused these presents to be executed in its behalf by its chairperson, on this _____ day of _____, 2022.

By _____, Harris Township Chairperson

STATE OF MINNESOTA)
) SS
COUNTY OF ITASCA)

On this _____ day of _____, A.D. 2022, before me appeared Peggy Clayton to me personally known, who, being by me duly sworn, is the said Chairperson of the Town of Harris in said County, and that the said instrument was signed and sealed in behalf of Harris Township by authority of its Board of Supervisors and said Chairperson acknowledged said instrument to be the free act and deed of said Township.

Nancy Kopacek, Harris Township Notary

My Commission expires: _____

Harris TownshipStorm Damage Cleanup information June 20-24, 2022

Equipment usage: Chipper – 1 Hour (township owned)
 Grapple Quick Claw (R&R Rental)
 Exhibit 1 (3 days). \$302.69
 Dump Truck (Casper Construction)
 Exhibit 2 (3.2 hrs). \$444.80
 ASV – 45 hrs (township owned)

TOTAL EQUIPMENT USAGE COSTS. \$747.49

Labor: (June 21-July 27, 2022 96 hrs (total time for 4 workers)
 1 temporary maintenance at \$22.20/hour @24 hours =. \$532.80*
 1 temporary maintenance at \$22.20/hour @24 hours =. \$532.80*

*Personnel Dynamics temps.....all hours were spent clearing roads

1 FT maintenance employee at \$30.89/hour @ 46 hours =\$1,420.94

- Clearing roads, chipping labor hrs. 28.5 hrs
- Washouts, cemetery labor hrs. 17.5 hrs

1 Supervisor at \$22.84/hour @ 2 hours = \$ 45.68

TOTAL LABOR HOURS. \$2,532.22

Materials: 3 loads Class 5 from Casper Construction
70.59 tons = \$426.75
TOTAL MATERIAL COSTS. \$426.75

Roads Cleared: Bear Creek, Sunny Beach, and Wendigo Park

Washouts: Southwood Road, Mishawaka Road, and Metzenhuber

(exhibits 3, 4, 5)

TOTAL EQUIPMENT USAGE COSTS. \$ 747.49
TOTAL LABOR COSTS. \$3,532.22
TOTAL MATERIALS \$ 426.75

GRAND TOTAL \$4,706.46

R & R RENTAL GRAND RAPIDS

20760 US HWY 169
 GRAND RAPIDS, MN 55744
 www.rrrental.com

218-999-7368 Phone
 218-732-8262 Fax



Status: Quote
 Quote #: q395-2

Quote To: Tue 7/26/2022 8:00AM

Operator: LANE, KAIJA

Exh 1

Customer #: 25822

Harris Township
 20876 Wendigo Park Rd
 GRAND RAPIDS, MN 55744

Phone 218-244-5247

Qty	Key	Items	Part#	Status	Quote Date	Price
1	BOBXSG2J-2	GRAPPLE QUICK CLAW 72" - RAKE		Rental	Thu 7/28/2022 3:30PM	\$258.13

Quote valid for 30 days.

Rental:	\$258.13
Damage Waiver:	\$25.81
Subtotal:	\$283.94
Sales Tax 6.875:	\$17.75
Total:	\$301.69
Paid:	\$0.00
Amount Due:	\$301.69

Signature: _____

Harris Township



PO Box 480
212 SE 10th Street
Grand Rapids, MN 55744
Phone: (218) 326-9637
Fax: (218) 326-9638

INVOICE
NO.
24777

Exh. 2

Customer:
HARRIS TOWNSHIP
C/O TREASURER
20876 WENDIGO PARK RD
GRAND RAPIDS, MN 55744

Job: 13022
SALE OF MATERIAL

INVOICE DATE	INVOICE NO.	CUSTOMER NO.	PAYMENT TERMS	CONTRACT NO.
5/27/2022	24777	HAR005	On Rcpt	

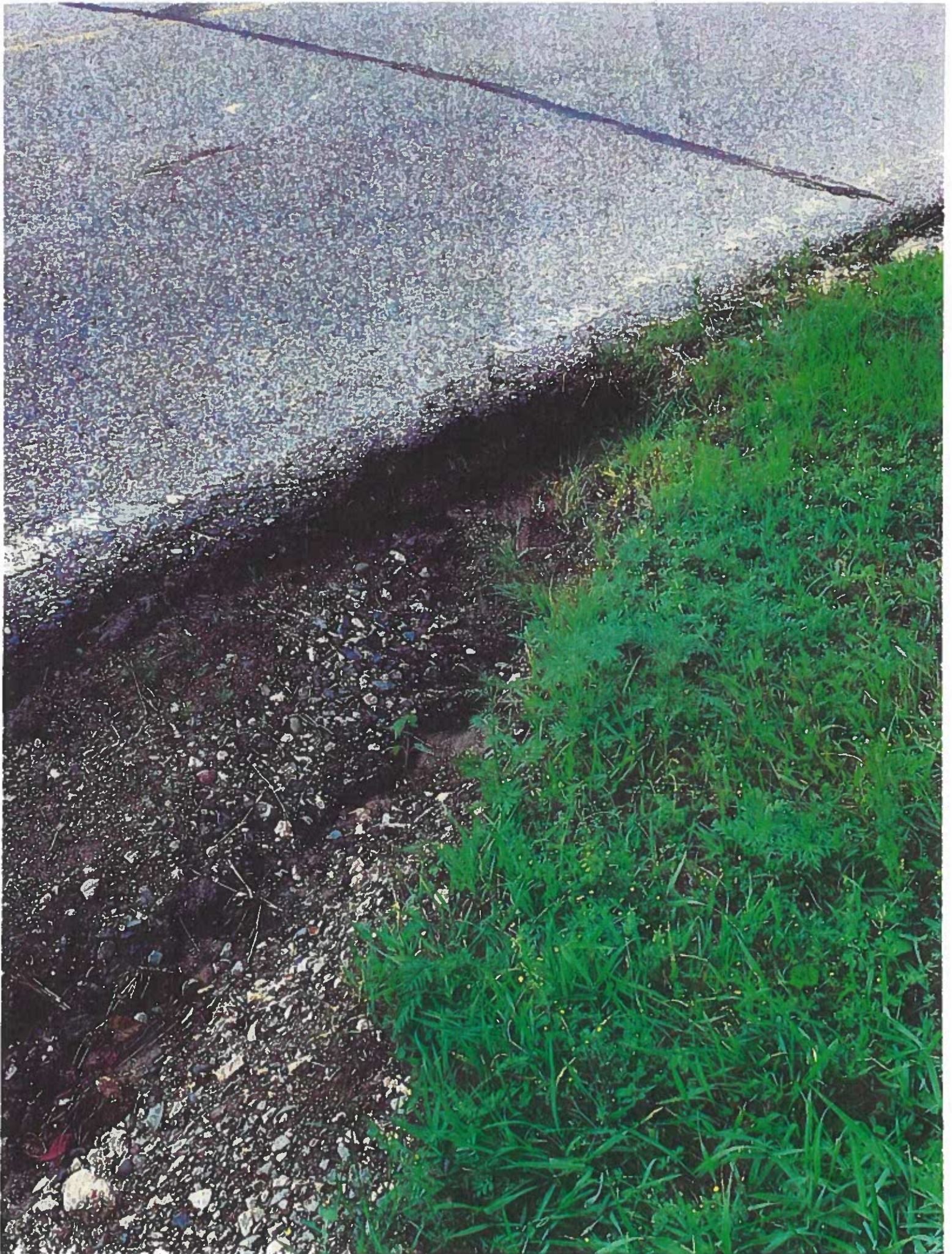
QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
164.04 TON	5/23/22 CLASS 5	6.07	995.72 *
6.5 HRS	5/23/22 DUMP TRUCK	139.00	903.50 *

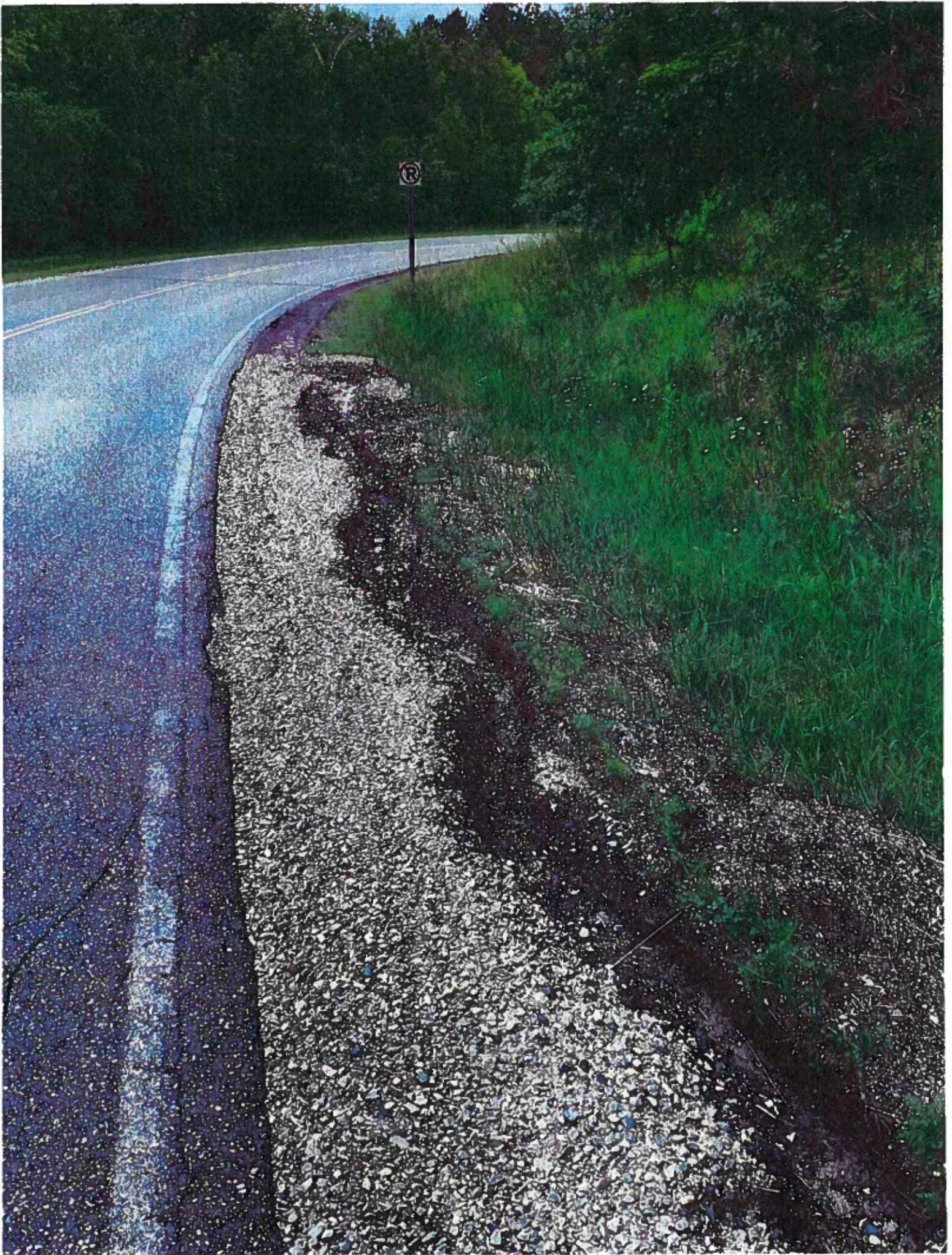
Payment due upon receipt. Invoices over 30 days will be subject to 1.5% finance charge.

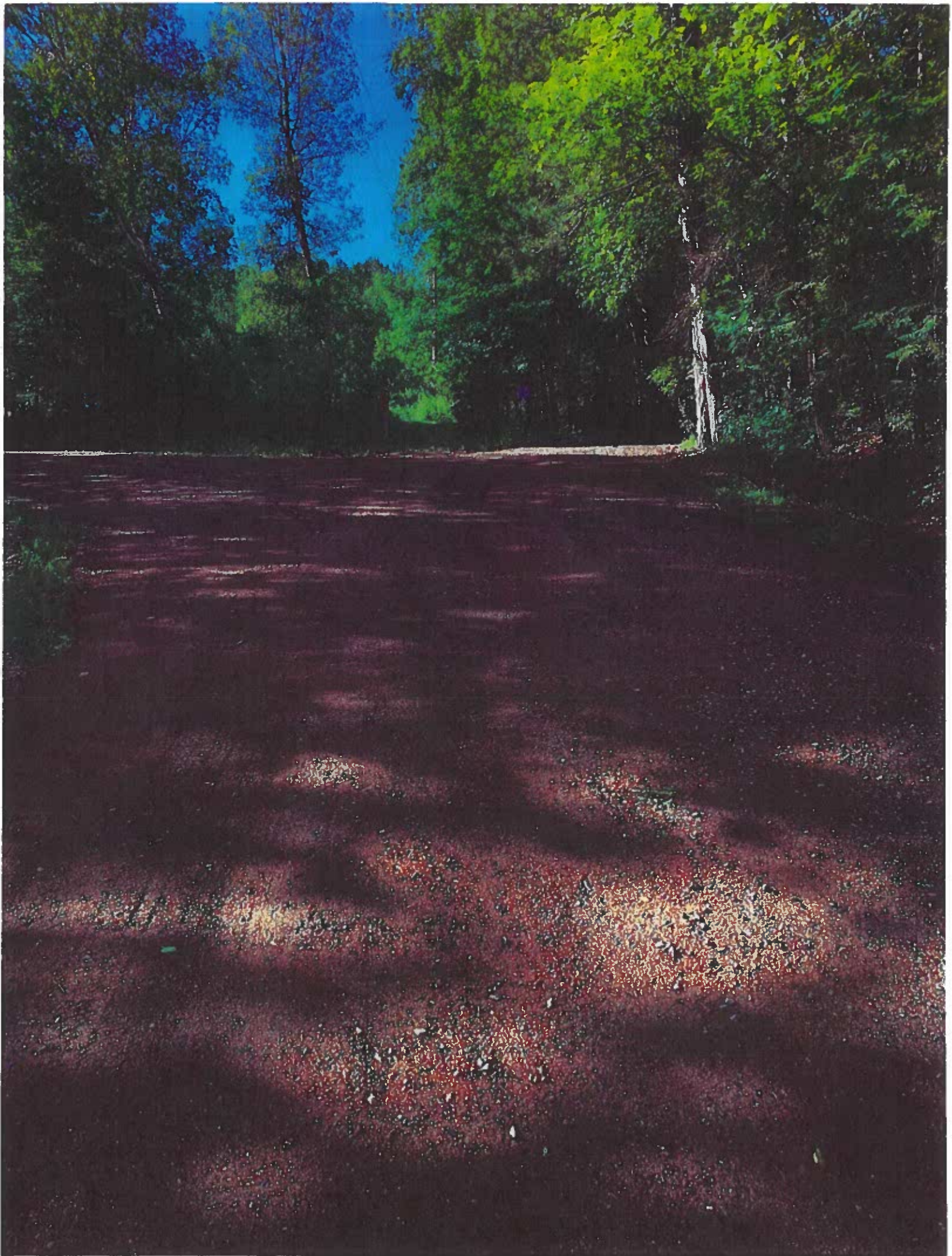
TOTAL AMOUNT DUE \$1,899.22

* means item is non-taxable

Used 4 loads out of 7









REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA OFFICE OF THE STATE AUDITOR

SUITE 500
525 PARK STREET
SAINT PAUL, MN 55103-2139

7A

(651) 296-2551 (Voice)
(651) 296-4755 (Fax)
state.auditor@osa.state.mn.us (E-mail)
1-800-627-3529 (Relay Service)

Spring 2016

Article for *Minnesota Township Insider*

Surplus Township Property

By Rebecca Otto, State Auditor

From time to time, townships have property such as used computers, office equipment, or vehicles that are no longer useful. State law restricts the manner in which towns can get rid of some property and also restricts town officers or employees from purchasing town property.

The Value of the Property Matters

Township items with no value can be thrown away or recycled. However, there are statutory requirements on disposing of property that still has some value.

For property with a current value of less than \$25,000, the town can use quotations or bids from potential purchasers, or use the open market. The "open market" would include businesses that purchase used items or auction websites such as eBay. To document that you received quotes, get them in writing. If you get quotes or bids over the phone, write down the name of the person you talk with, the time of the call, and the quotes you received.

For property valued between \$25,000 and \$100,000, the township can sell using either quotations or a formal bidding process.

There are times when townships need to dispose of big equipment items such as road graders or fire engines. If the estimated value exceeds \$100,000, a formal bidding process, with published notice and sealed bids, will usually need to be followed. However, state law does exempt from any bidding or quote requirements sales of surplus property on web auction sites where purchasers compete in an "open and interactive environment".

Purchase by Town Officers or Employees

State law restricts the acquisition of town property by town officers or employees. Minn. Stat. Section 15.054 prohibits town officers from ever receiving surplus town property.

It is possible for town employees to purchase surplus town property, but only under certain conditions. We recommend that the town consult with its attorney or the MAT for more information.

Disposing of Computers

Finally, if a town is selling used computers or any electronic devices, steps should be taken to securely remove all information on the device prior to sale. Simply deleting the information is not enough. The hard drive should be commercially cleaned or “scrubbed” prior to it being transferred to any third party. This step will help the town avoid release of possible nonpublic information stored on the computer.

ITASCA COUNTY

Planning Commission/Board of Adjustment

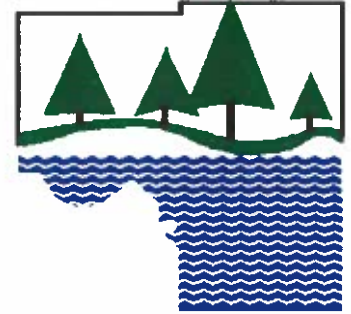
COURTHOUSE

123 NE Fourth Street

Grand Rapids, MN 55744

Office (218) 327-2857

Fax (218) 327-7331



July 25, 2022

RECEIVED
8/1/22

8A

Brandon Jahn
35122 N Moose Point Rd.
Grand Rapids, MN 55744

RE: Conditional Use for commercial office space and shop/storage for contracting business
SW NE LYG W of US Hwy 169 and NW NE W of US Hwy 169 & S of CR 17, Section 30, Harris
Township 54-25, Parcels #19-030-1302, 19-030-1205

Dear Mr. Jahn:

On 7/19/2022, the County Board unanimously approved the above CUP application as recommended by the Planning Commission with the following conditions:

- Conditions:**
- 1) Maintain a 20' natural vegetative buffer along the west property line of Parcel 19-030-1205;
 - 2) Comply with Best Management Practices;

Please be informed that in accordance with Section 18.4.1 of the Zoning Ordinance, the County Board's determination on Conditional Use Permits that are not listed and are in a Rural Residential or Farm Residential Zoning District shall be final. Any aggrieved person may obtain judicial review by obtaining a writ of certiorari from the Court of Appeals within 60 days after the aggrieved party shall have received due notice of the proceeding and decision sought to be reviewed and by serving said writ appeal upon the Itasca County Auditor and any other adverse party within such period of 60 days.

Enclosed please find the validated CUP application and minutes. Also, please note you will need to obtain an E911/emergency number (\$100.00 fee) and any structures will require a zoning permit (fee/s may vary). If you have any questions, please contact this office.

Sincerely,

Diane Nelson

Diane Nelson
Corresponding and Recording Secretary
Environmental Services Department

Enclosures

C: Harris Township

DATE June 1, 2022 PHONE # 218-398-1366

PERMIT #

ITASCA COUNTY CONDITIONAL USE APPLICATION
USES NOT PROVIDED FOR WITHIN ZONING DISTRICTS

Brandon Jahn

APPLICANT/ADDRESS 35122 North Moose Point Rd, Grand Rapids MN

AGENT/ADDRESS ~~111~~ Gary Hawkinson (current owner) 18862 Sherry's Arm Rd, Grand Rapids, MN 557
TBD Hwy. 169

PROPERTY ADDRESS Vacant Land, Grand Rapids, MN PID # 19-030-1302 and
biandere@bjahnbuilders.com (PID # 19-030-1205)

PROPERTY DESCRIPTION/PARCEL # See attachments SW NE LYG W of US HWY 169 and
(FR) NW NE LYG W OF US HWY 169 & S of Co. Rd. 17, S.30, 54-25

ZONE DISTRICT HARRISTWP LAKE NAME/CLASS NA EX. USE Vacant

DESCRIPTION OF PROPOSED USE Commercial for small office space
and shop/storage building for contracting business.

ATTACH A MAP SHOWING PROPERTY LOCATION, EXISTING CONDITIONS, PROPOSED DEVELOPMENT, AND NEARYBY USES, INCLUDING ANY OTHER INFORMATION THAT IS PERTINENT TO THIS REQUEST.

*Currently NO septic or well - Vacant Land

MANDATORY LAKESHORE MITIGATION PRACTICES: (To be included with the C/U application)

- A. Septic System: Certified _____; Shall be Upgraded _____ with Permit/Design obtained by: _____
Certification of New Septic System by: _____;
- B. Erosion control, storm water management, and mitigation plan. This plan shall describe erosion control during/after construction, storm water management/runoff control and mitigation/buffer screening. The mitigation plan shall require a shoreline buffer which shall be in the shore impact zone and consist of trees, shrubs and ground cover of native plants and understory to effectively screen structure(s) as viewed from the waters. This may be accomplished by working with Itasca SWCD or other sources but said plan must be reviewed by Itasca SWCD. The required buffer shall be as follows:

Lake Class	Buffer (Distance from OHWL landward)
GD	10'
RD	15'
NE & PSL	50'

Plant materials for native vegetation buffers shall be as prescribed according to the landscape position, water table, soil type and exposure of the project site. For every 5,000 square feet of buffer are, there shall be a variety of types of native trees, shrubs, forbs, and grasses planted to achieve full coverage. The survival of planting materials must be maintained for a minimum of five years, so that the approved coverage plan is adhered to.

SITE INSPECTION. The applicant acknowledges that no one can be prohibited from coming onto the property when the site is inspected by the Planning Commission or County Board. Photographs may be taken at the site inspection and displayed at the public hearing for use in the decision making process.

Unless otherwise stipulated, a conditional use permit shall remain in effect for so long as all conditions agreed upon are observed. Legal action may result if the provisions and conditions are not complied with as set forth in the application. Upon approval of this conditional use, it shall be the responsibility of the applicant to notify the Environmental Services Department, upon completion of the project, including any conditions. The property may be inspected at any time to assure and affirm all conditions and terms of the permit are in compliance.

SIGNATURE/DATE: [Signature] 6/1/2022

On 6/3/22, the Environmental Services Department received the completed application, accompanying information and the fee is paid in full. A copy of the information handout has been given to the applicant/agent.

THE APPLICANT HAS THE BURDEN OF DEMONSTRATING A RIGHT TO A CONDITIONAL USE BY SHOWING [DETAILED EXPLANATION] THAT ALL OF THE FOLLOWING STANDARDS AND CRITERIA WILL BE SATISFIED.

1. Describe how the proposed use conforms to the comprehensive plan of the County Grand Rapids

is continuing to grow south on ^{Hwy 169} - B John Builders would like to be apart of that growth and contribute to the community and small business owners

2. Describe how the use is compatible with the existing neighborhood. For Businesses - to the

South of the property is Grooms property Services at 16929 US-169, GR.

and to the North is Bishops Performance at 18206 US-169 GR. Both these examples are geared towards retail space more then our intended use.

3. Describe how the use shall not materially adversely impact air quality, water quality or cause soil disturbance. B John Builders would like to build a Shop for their

Construction Business - this will be for small office space and for Storage.

4. Describe how the site has sufficient access for ingress and egress and is adequate for water supply and sewage treatment. There is over 9 acres which should be adequate

space for a proper site plan with ^{existing} access off of Hwy 169.

5. Describe how the use shall not cause unsafe or unhealthy conditions. B John Builders intends

to build small office space, no manufacturing or heavy commercial use that would be unsafe or unhealthy to the community

PERMIT APPROVAL: In accordance with MS#15.99, Itasca County must approve or deny the variance application within 60 days of submission of the completed application/fee. If said application is denied, the reason/s must be stated in writing at the time of denial. This time line may be extended by Itasca County for another 60 days provided the applicant/s receive written notice with reasons for the extension. The extension may not exceed 60 days unless approved by the applicant. The 60 days will end on: 8/2/2022.

On _____ Planning Commission/BoA authorized an extension for the following reasons with an expiration date of:

Authorizing Signature and Date: _____

On _____ the applicants hereby waive the time frame requirements set forth in MS#15.99:

Witness: _____

Signatures

RECOMMENDATIONS

TOWN BOARD OF _____
OR
UNORGANIZED TOWNSHIP

APPROVAL
AMEND
REJECTION

CHAIR _____
DATE _____
COMMISSIONER _____

REASONS: _____

When a land use in any zoning district is not specifically listed as a Permitted Use or Conditional Use, the land use may be considered as a Conditional Use. The applicant shall make a showing that the proposed use is similar to a Permitted Use or Conditional Use, consistent with the purpose of the zoning district in which the proposed use will be located, compatible with surrounding uses, and conforms to the Comprehensive Land Use Plan. The Zoning Administrator shall determine if the Conditional Use Permit Application is complete and then submit the Application for consideration by the Planning Commission. If the use is of a commercial nature and proposed for a residential zoning district (Rural Residential or Farm Residential), the Planning Commission shall hold a public hearing, evaluate the Application under the criteria in Article 21, and submit a report of its finding and recommendations to the County Board. The County Board shall hold a public hearing, evaluate the Application under the criteria in Article 21, consider the Planning Commission's report, and act on the Application.

On 7/13/2022 the Planning Commission/Board of Adjustment unanimously majority vote

APPROVED AMENDED DENIED a Conditional Use for: commercial office space and
shop/storage building for contracting business as per findings of fact, conclusions of law
resolution & order

[description of conditional use and conditions or reasons for denial]

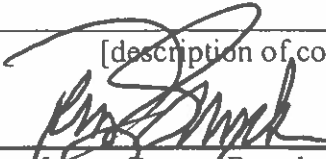

Chairperson - Itasca County Planning Commission/Board of Adjustment

DECISION

On 7/19/2022 the County Board of Commissioners, unanimously majority vote

APPROVED AMENDED DENIED a Conditional Use for: commercial office space and
shop/storage building for contracting business

[description of conditional use and conditions or reasons for denial]


Chairperson - Itasca County Board of Commissioners

Approval includes the findings of fact and compliance with all County, State and Federal Rules, Regulations and Statutes as required by law. In accordance with Section 18.4.1 of the Zoning Ordinance, any aggrieved person may obtain judicial review by obtaining a writ of certiorari from Court of Appeals within 60 days after receipt of due notice of the proceeding and decision sought to be reviewed and by serving said writ upon the Itasca County Auditor and any other adverse party within such period of 60 days.

PCBA oia
C:PCBA, CB

storage, as approved by the Planning Commission at their regular meeting on July 13, 2022.

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Davin Tinquist
SECONDER: Commissioner Burl Ives
AYES: Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

5. Public Hearing Re: Conditional Use Permit for Brandon Jahn

Motion To: Open the Public Hearing Re: Conditional Use Permit (CUP) submitted by Brandon Jahn for commercial office space and shop/storage for a contracting business.

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Burl Ives
SECONDER: Commissioner Ben DeNucci
AYES: Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

Work Session

July 19, 2022

Motion To: Close the above public hearing.

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Leo Trunt
SECONDER: Commissioner Burl Ives
AYES: Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

Motion To: Approve the Conditional Use Permit submitted by Brandon Jahn for commercial office space and shop/storage for a contracting business, as approved by the Planning Commission at their regular meeting on July 13, 2022.

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Burl Ives
SECONDER: Commissioner Ben DeNucci
AYES: Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

6. Construction Update – July 2022

Transportation Engineer Rachel Metelak and Assistant County Engineer Ryan Sutherland provided a construction update for July 2022.

RESULT: INFORMATIONAL - NO ACTION TAKEN

7. Right of Way Application from Bureau of Indian Affairs for CR 149

Motion To: Approve the submittal of the right of way application to Leech Lake Band of Ojibwe/Bureau of Indian Affairs for the CR 149 Bridge Replacement project and authorize the County Engineer to sign the required documents, pending approval of the County Attorney.

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Ben DeNucci
SECONDER: Commissioner Davin Tinquist
AYES: Davin Tinquist, Terry Snyder, Leo Trunt, Burl Ives, Ben DeNucci

8. The Master Woodland Owner Course Final Report

University of Minnesota Extension Regional Director Keri Cavitt provided a final report regarding The Master Woodland Owner Course.

RESULT: INFORMATIONAL - NO ACTION TAKEN

9. Water Appropriations Permit

It was the consensus of the County Board to direct County Administrator Brett Skyles to proceed with the request from the Department of Natural Resources for Itasca County to submit a Water Appropriations Permit to facilitate de-watering efforts of the Cassette Pit

In Re: FINDINGS OF FACT/CONCLUSIONS OF LAW
RESOLUTION AND ORDER

The Conditional Use Permit (CUP) submitted by: Brandon Jahn,
35122 North Moose Point Rd., Grand Rapids, MN 55744

Location of Property: TBD Hwy. 169, Grand Rapids, MN 55744
SW NE LYG W of US Hwy 169 and NW NE W of US Hwy 169 & S of CR 17,
Section 30, Harris Township 54-25, Parcels #19-030-1302, 19-030-1205

This matter came before the Itasca County Planning Commission/Board of Adjustment (PC/BoA), for public hearing, at their regular meeting on 7/13/2022 with Brandon Jahn present and also present were Board Members Bellomy, Maasch, Kortekaas, Butterfield and Oja; Environmental Services Director Dan Swenson; Gary Hawkinson and John Batchelder. Upon the records, files and proceedings herein, the Board makes the following:

FINDINGS OF FACT

1. The parcels are:
 - A total of 9.10 acres in area;
 - Border State Hwy. 169/a Class A Highway and County Road 17/ Class B Highway;
 - Zoned Farm Residential;
 - Non-shoreland;
 - Located in Harris Township T54-R25, Commissioner District #4.
2. On 6/3/2022, the applicant submitted a CUP application to establish commercial office space and shop/storage building for B Jahn Builders, Inc. construction company. There will be no manufacturing or heavy commercial use, no retail space and no regular business hours.
3. Commercial office space/storage building is a CU as per Section 2.5 (or Section), Uses not provided for within zoning districts, and the applicant must show that the proposed use is:
 - similar to a permitted use or CU consistent with the purpose of the zoning district in which the proposed use will be located,
 - compatible with the surrounding uses and
 - conforms to the comprehensive land use plan.If the CU is of a commercial nature and proposed for a residential zoning district (Rural Residential or Farm Residential), the Planning Commission shall hold a public hearing, evaluate the Application under the criteria in Article 21, and submit a report of its finding and recommendations to the County Board. The County Board shall hold a public hearing, evaluate the Application under the criteria in Article 21, consider the Planning Commission's report, and act on the Application.
4. Per Section 21.3.2, a Conditional Use Permit may be granted only upon finding all of the following:
 - A. The use conforms to the Comprehensive Land Use Plan of the County;
 - B. The use is compatible with the existing neighborhood;
 - C. The use shall not materially adversely impact air quality and water quality;

Findings of Fact, Conclusions of Law, Order & Resolution for Brandon Jahn
CUP for commercial office space and shop/storage building, Harris Township 54-25

- D. The use shall not cause soil disturbance;
 - E. The site has sufficient access for ingress and egress;
 - F. The site is adequate for water supply and sewage treatment; and
 - G. The use shall not cause unsafe or unhealthy conditions.
5. Per the Comprehensive Land Use Plan, the Commercial/Industrial Goal/Economic Development Objective encourages the retention and expansion of existing businesses and industries.
 6. The proposed use is consistent with the existing neighborhood, and the purpose statement of the Farm Residential Zoning District) as per Section 6.1 which is to implement the following goals including those contained in the Itasca County Comprehensive Land Use Plan:
 - 6.1.1 To protect and promote the continuation of rural living, farming, and forestry in areas of Itasca County that have historically contained these uses and, therefore, have developed compatible residential patterns and transportation infrastructure;
 - 6.1.2 To permit primarily agriculture and forestry land uses and activities;
 - 6.1.3 To separate agricultural and forestry land uses and activities from incompatible residential, commercial, industrial development, and public facilities;
 - 6.1.4 To achieve the goals of growth management, natural resource protection, and economic diversity as stated in the Itasca County Comprehensive Land Use Plan; and
 - 6.1.5 To maintain agricultural and forest land in sufficient size tracts for economic operations.
 7. Mitigation practices on the CUP application do not apply as property is non-riparian.
 8. The MPCA requirement to obtain a General Storm Water Permit prior to construction activity (clearing, grading and excavation activities) that results in the disturbance of one acre or more is the applicants' responsibility.
 9. The project shall not cause unsafe or unhealthy conditions as it will meet all zoning requirements. Since the building will be open to the public, handicap accessibility is required.
 10. As required in Article 18, notices of the 7/13/2022 PC/BoA hearing and 7/19/2022 County Board hearing were sent to property owners within ¼ mile of the affected properties, SWCD (Andy Arens), DNR Forestry, MnDOT, Itasca County Engineer and Harris Township on 6/23/2022 for their information and comment.
 11. Notice of the 7/13/2022 site inspection and public hearing were published in the 6/22/2022 issue of the *Grand Rapids Herald Review* and the 6/30/2022 issue of the *Scenic Range NewsForum*. Notice of the 7/19/2022 County Board hearing was published in the 6/29/2022 issue of the *Grand Rapids Herald Review* and the 6/30/2022 issue of the *Scenic Range NewsForum*.
 12. The County Board will conduct their public hearing on 7/19/2022 in the County Board Room of the Courthouse and meeting will begin at 2:30 p.m.
 13. Per Minnesota Statute 15.99, the 60-day timeline shall expire on 8/2/2022.
 14. No recommendation will be received from Harris Township before the 7/13/2022 PCBA meeting since their meeting will be held 7/13/2022 at 6:30 p.m.

15. The site was viewed by the Planning Commission/BOA on 7/13/2022 in the morning before the hearing.
16. At the 7/13/2022 meeting, two documents were added to the record: (PCBA 01C) – interpretation and (PCBA 07)- 7/8/2022 email from Karin Grandia commenting she has no transportation related concerns.
17. If said conditional use is approved, it shall be the responsibility of the applicant to notify the Environmental Services Department upon completion of the project including any conditions. The property may be inspected at any time to ensure and affirm all conditions and terms of the permit are in compliance.
18. The record consists of:
 - PCBA 01- Conditional Use Permit application submitted 6/3/2022, interpretation (5 pgs.);
 - PCBA 02- Site plan/map (2 pgs.);
 - PCBA 03- Notice dated 6/23/22 to agent/property owners, etc.;
 - PCBA 04- Notice dated 6/23/2022 to Harris Township;
 - PCBA 05- Notice dated 6/23/2022 to affected property owners; list of affected property owners; parcel map; plat book map (5 pgs.);
 - PCBA 06- Conditional Use Order;
 - PCBA 07- 7/8/2022 email from Karin Grandia;
 - PCBA 08- Staff report dated 7/8/2022 (2 pgs.);
 - PCBA 09- Criteria forms completed by the PCBA members (5 pgs.);

FROM THE FOREGOING FINDINGS OF FACT, the Board makes the following:
CONCLUSIONS OF LAW

The conditional use application should be approved pursuant to Sections 21.3 of the Zoning Ordinance because:

- A. The use conforms to the comprehensive plan of the County as the CLUP encourages expansion of existing businesses;
- B. The use is compatible with the existing neighborhood as there are other commercial businesses in the area;
- C. The proposed use will not materially adversely impact air quality, water quality or cause soil disturbance—there will be no impact on air or water quality; minimal soil disturbance during construction; a new well/septic will be installed in the future;
- D. There is sufficient access for ingress and egress and site is adequate for water supply and sewage treatment—there is an existing access from Hwy. 169 with good sight lines; a new well/septic will be installed in the future;
- E. The use will not cause unsafe or unhealthy conditions as the project shall comply with all zoning requirements; there will be no manufacturing or heavy commercial use; and no unhealthy or unsafe conditions are anticipated.

RESOLUTION

NOW THEREFORE, Butterfield/Oja motioned to recommend (to the County Board) approval of the CUP application submitted by Brandon Jahn for commercial office space and shop/storage for contracting business as set forth in the 7/8/2022 staff report. Motion carried unanimously.


- Condition/s: 1) Maintain a 20' natural vegetative buffer along the west property line of Parcel 19-030-1205;
2) Comply with Best Management Practices;

ITASCA COUNTY PLANNING COMMISSION/BOARD OF ADJUSTMENT:


Mike Bellomy, Chairperson

7-13-22
Date

ATTEST:


Dan Swenson, Environmental Services Director

7-13-22
Date

hold the meeting.

Chair Bellomy called the Planning Commission/Board of Adjustment meeting to order, opening with the Pledge of Allegiance. Copies of the agenda and opening statement were available for the audience.

Agenda. Upon the motion of Kortekaas/Butterfield, which carried unanimously, the agenda was approved as distributed, and motion carried unanimously

Ryan Boldt/CUP— E ½ of SE NW, Section 3, Unorganized Township 56-26 (Parcel #64-003-2402)— submitted a conditional use permit (CUP) application for off-season boat storage. Mr. Swenson added to the record: (PCBA 01c)- interpretation and (PCBA 07)- 7/8/2022 email from Karin Grandia (has no transportation related concerns). Ryan Boldt was present and discussed his proposed CUP application for off-season storage of a maximum of 30 boats. Oja/Kortekaas motioned to close the public portion of the meeting which carried unanimously.

Motion: Oja/Kortekaas motioned to recommend (to the County Board) approval of the CUP application submitted by Ryan Boldt for off-season boat storage as set forth in the 7/8/2022 staff report. Motion carried unanimously.

Condition/s: Comply with Best Management Practices.

As per Section 2.5 of the Zoning Ordinance, since this CUP is of a commercial nature and proposed for a residential zoning district, the Planning Commission will make their recommendation to the County Board who will act on the application after holding a public hearing scheduled for 7/19/2022.

✓ **Brandon Jahn/CUP**— SW NE LYG W of US Hwy 169 and NW NE W of US Hwy 169 & S of CR 17, Section 30, Harris Township 54-25, (Parcels 19-030-1302 and 19-030-1205) — submitted a CUP application for commercial office space and shop/storage building for contracting business. Mr. Swenson added to the record: (PCBA 01c)- interpretation and (PCBA 07)- 7/8/2022 email from Karin Grandia (has no transportation related concerns). Mr. Jahn was present and discussed his CUP application to expand his business—there will be no retail space (although an occasional customer may stop in); no manufacturing; will have future well/septic; may have an access from CR 17 and but the existing access is off Hwy 169 and plans to maintain a 20' natural buffer along the west property line. Peggy Clayton, with Harris Township; was present and commented the township will be reviewing the application tonight at their meeting. Gary Hawkinson, current

Page 1 of 3

7/13/2022 PCBA Minutes

owner, was present in support of the application since the use is ideal for the property. John Batchelder, adjacent property owner to the west, was present, neither in support or against, but would like to speak further with applicant regarding his plan. Oja/Butterfield motioned to close the public portion of the meeting which carried unanimously.

Motion: Butterfield/Oja motioned to recommend (to the County Board) approval of the CUP application submitted by Brandon Jahn for commercial office space and shop/storage building for contracting business as set forth in the 7/8/2022 staff report. Motion carried unanimously.

Condition/s: 1) Maintain a 20' natural vegetative buffer along the west property line of Parcel 19-030-1205;
2) Comply with Best Management Practices;

As per Section 2.5 of the Zoning Ordinance, since this CUP is of a commercial nature and proposed for a residential zoning district, the Planning Commission will make their recommendation to the County Board who will act on the application after holding a public hearing scheduled for 7/19/2022.



Itasca County Township Association
Office of the Secretary
 Kelly Derfler
 39043 Spang Road Hill City, Minnesota 55748
spangclerk@gmail.com 218-398-2109

8B

Itasca County Township Association
Meeting Minutes – July 11, 2022
Harris Town Hall

The Itasca County Township Association meeting was called to order by President Mike Baltus Monday, July 11, 2022 @ 7:00PM. Directors present were President Mike Baltus, Diane Coppens, Beth Hanggi, Mark Klennert, Jon Korpi, Richard Lacher, Nicole Maki, Larry Salmela, Chris Schultz, Roberta Truempfer, and Secretary Kelly Derfler. Townships represented were Balsam, Blackberry, Bowstring, Carpenter, Feeley, Harris, Kinghurst, Lone Pine, Marcell, Morse, Spang, and Wabana. Guests present were District 11 Director Reno Wells, Commissioners Burl Ives, Terry Snyder, and Leo Trunt, Itasca County District 3 Commissioner Candidate John Johnson, and Itasca County Sherrif Candidate Jeff Carlson.

Pledge of Allegiance was recited.

Mike Baltus gave candidates John Johnson and Jeff Carlson a moment to introduce themselves.

Motion made by Lloyd Adams to approve the minutes from June 13, 2022, with correction to read that "Roberta Truempfer provided the treasurer's report to the president in her absence". Second by Mike Baltus and carried. All voting in favor.

Treasurer's report was presented by Roberta Truempfer. Balance as of July 10, 2022.

Saving Account Balance	Checking	Total
\$17,168.91	\$736.92	\$17,905.83

Claims:

Salary	July Payroll	\$295.52

Motion made by Lloyd Adams to approve the treasurer's report, as reported. Second by Peggy Clayton and carried. All voting in favor.

Reno's Report-

Covid-19- Still in pandemic. Townships still have the option to meet virtually. **MAT Tuesday phone calls-** are ongoing and will also be on Zoom. The first and third Tuesdays at 10am. They last 30 minutes to an hour. These phone calls consist of the latest updates concerning legislative changes, Covid changes and any other information in reference to townships. If you would like to hear about specific topics, contact Reno or the MAT office. **MAT Newsletter-** released June 27. If you did not receive this, contact the MAT office. **District 11 Meeting-** August 24 at 7pm, will be virtual. **MAT Annual Meeting-** October, in person in St. Cloud. **ARPA-** Notices came out advising that the

second transactions were deposited by the Department of Revenue. **MATIT**- Emails came out to advise townships to make sure information is current. They are updating their systems. **Blandin Foundation E-News**- came out July 5. **Training and Grants**- See the MAT website for training and grants available. **Cyber-security**- Township officers need to be aware of the dangers of cyber-security. Do not open attachments from unknown email addresses. Use caution when using social media as a township official. **Township Contact Changes**- Let MAT know if your township has changes in officers or contact information. **Private Signs in Roadways**- Private signs, including election material, are not allowed to be placed in the right-of-ways.

Shane Troumbly and Jayme Gabler, Itasca County Health and Human Services

Shane and Jayme provided the association with a presentation about suicide prevention and awareness within Itasca County. The program is provided through grants. The presentation includes statistics and community readiness assessment. The presentation is attached to the minutes. There will be posters available to post on bulletin boards. Those will be sent out when available.

Q. Is it confusing to the public to have 211 and 988 as numbers to call? A. They will be connected. If someone calls 211, the call can be transferred to 988.

Commissioner's Report-

Leo Trunt- 1) County board met on June 28, discussion of Ecumen Grand Village Management Agreement, ordered a bid for maintenance of HVAC on county garages, presentations including IMCare, discussion about camping fees on Bass Lake Campground – settled on \$20non-electric/\$30electric, board is reviewing the facilities and garages throughout the county to check the efficiencies, budgets discussions will begin August 1.

Terry Snyder- Budget- Part of the pre-planning for budgets is establishing what is an essential service, a partial essential service, and a non-essential service. Each department head will come before the board and have those discussions. Terry discussed the assessed property values in the county. It does not have to directly correlate to property tax increases. The board is working hard to keep the budget as low as possible. **Jail**- Jail is on budget and on schedule. Still looking at opening late summer/early fall 2023 with some remodeling still to happen after. **Canisteo Pit**- There was no action legislatively. The pit was at 1,311ft as of June 21. The highest the pit has been is 1,318ft in history. According to the DNR, failure could happen at any point above 1,311ft. The board went before the state and demanded they take action. As of 2 weeks ago, the DNR has put a plan together to start pumping at 1,311ft, no later than October 1. They will be pumping to the same place that Magnetation pumped. The pit rises about 7ft per year. The board will seeking a permanent fix legislatively in the future. **Huber project**- The county stepped out in support of the project. It has stalled due to an appeal filed. The judge has to make his decision on the appeal by September.

Old Business-

Communications- None

~~Director's meeting-~~

Committee Reports-

WPIC- No meeting.

ARDC- No meeting.

911 User Radio Board- No meeting.

ATP- Meeting in July.

L&R- No meeting.

New Business-

Balsam Township has agreed to host the 2023 annual meeting.

Candidate's forum will be held in October.

The next meeting will not be held at the Harris Town Hall due to elections. Kelly will send out the new location of the August meeting by email.

Motion made by Richard Lacher to adjourn the meeting at 8:14pm. Second made by Lloyd Adams and carried.

Respectfully submitted,

Kelly Derfler

Kelly Derfler, Secretary

Chair Ken Haubrich
28677 Norberg Drive
Grand Rapids, MN 55744
Phone 218-327-1351

Supervisor Dennis Kortekaas 326-1882
Supervisor Mike Schack 340-8852
Supervisor Peggy Clayton 259-1551
Supervisor Jim Kelley 327-0317
Treasurer Nancy Kopacek 398-3497
Clerk 244-1811
hamistownshipclerk@gmail.com

Harris Township

SINCE 1909



NEIGHBORS, SHORES & MORE

Mission Statement:

The Harris Town Board strives to enhance the quality of life, protect the environment, and maintain economic stability for the residents of their community.

www.harristownshipmn.org

9B

July 28, 2022

Burl Ives
Itasca County Board of Commissioners
Itasca County Courthouse
123 NE Fourth Street
Grand Rapids, MN 55744

Brett Skyles
County Administrator
Itasca County
123 NE Fourth St.
Grand Rapids, MN

Gail Guck
Auditor-Treasurer Dept
Itasca County
123 NE Fourth St
Grand Rapids, MN

Dear Burl, Brett and Gail:

RE: Tourism and Economic Development Fund

I am writing on behalf of Harris Township. Harris Township received a Blandin Grant Last fall, for \$100,000. These monies will go towards replacing and repairing our tennis courts and basketball courts at both Wendigo Park, and Crystal Park. We do, however, need to obtain matching grants so we are able to utilize those grant dollars.

We are also continuing our work at Mishawaka Landing and Woodtick Landing, and expanding the areas for parking. Additional parking would greatly reduce safety concerns that exist at these landings.

The Township does have a signed contract with DNR, and the DNR has been and will continue to be extremely helpful for all landings in the township. Monies that we currently have and will be used will be from our ARPA funds. Exhausting all possible partnerships to find the best financial/ strategic opportunities will include the DNR, other cities, Itasca County support, possible committee development, Pokegama Lake Association, and possible use of special use permits.

The Township is looking for funds to help with matching grant dollars for our two parks, and at this time is requesting \$10,000.

We appreciate your consideration toward funding these projects, as this will help the continued tourism in Harris Township and Pokegama Lake, in Itasca County!

Sincerely,

Peggy Clayton

Peggy Clayton
Interim Clerk, Harris Township

Peggy Clayton
Chair, Harris Township

/pc
c: Sarah Carling, CEDA

The online quote delivery and acceptance vehicle for cw technology.



9C

Quote AAAQ25229

Prepared For:

Harris Township
Peggy Clayton
20876 Wendigo Park Road
Grand Rapids, MN 55744
supervisorchtp@gmail.com

Prepared By:

Kristine Goins
Client Solutions Specialist
Phone: 218-728-6000
Fax: 218-728-7106
Email: kgoins@cwtechnology.com

Line Item Detail

QTY	Description	Picture	Unit Price	Extended Price
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New Microsoft Teams/SharePoint/OneDrive Deployment

To use the Microsoft Teams App locally, workstation must be running Windows 10.

One-time set-up charges:

1	Basic Tenant/Site Setup + 1 Team *This includes showing Company Admin best practices for creating future teams.		\$700.00	\$700.00
0	Additional Team Setup		\$175.00	\$0.00
0	Security Review of Existing Team		\$175.00	\$0.00
0	Endpoint Setup *Estimated a 1/2 hour per end point.		\$87.50	\$0.00
8	Review Endpoint Setups		\$175.00	\$1,400.00

Licensing

Microsoft 365 Business Standard - Already Own

Cloud Backup - Datto SaaS Protection - M365

Monthly Subscription Per Domain

8	Per user - Per Month		\$3.00	\$24.00
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Configuration and Installation

\$350.00 \$350.00

Subtotal: \$2,474.00

Sales Tax: \$0.00

***Grand Total: \$2,474.00**

Plus \$24.00 Monthly

Ready to Accept?

Order Confirmation

-Due to current market conditions, all pricing and ETA's are good at the time of this quote only and are subject to change without notice. Prices are only valid for items in stock. -We reserve the right to cancel orders arising from errors, inaccuracies, or omissions. -*Freight/Shipping costs not included in pricing. -**CW Best Practice Recycling + Destruction ensures the secure disposal of hardware by protecting data integrity.

I accept the above terms and conditions.

IP Address: 107.77.207.231

Email Address:

Name:

Signature:

"signatures" could include: /john smith/; /js/; /js123/, etc

[Click to Accept](#)

Have Questions?

Not Ready To Accept? Have Questions?

[Submit](#) *Note, you will receive a copy of your message by email.*

No questions posted yet.

Time expressed in Central Daylight Time UTC-05:00

20356 Wendigo Park Road
Grand Rapids, MN 55744
Phone 218-259-1551

Supervisor Dennis Kortekaas 326-1882
Supervisor Mike Schack 340-8852
Supervisor Ken Haubrich 327-1351
Supervisor Jim Kelley 327-0317
Treasurer Becky Adams 259-1192
Clerk 244-1811
harristownshipclerk@gmail.com

Harris Township

SINCE 1909



NEIGHBORS, SHORES & MORE

Mission Statement:
The Harris Town Board strives to enhance the quality of life, protect the environment, and maintain economic stability for the residents of their community.

www.harristownshipmn.org

To: Grand Rapids Herald Review
Scenic Range News Forum

From: Peggy Clayton
Chair, Harris Township

Subject: Advertising for Position

Date: August 11, 2022

10A

Enclosed please find the Harris Township Clerk position advertisement. Please place this in your newspaper in the Classified/Employment Opportunities section, in the following edition (dates): August 14, August 21, August 28, and September 4, 2022

Please send invoice to: Treasurer
20876 Wendigo Park Road
Grand Rapids, MN 55744

If you have any questions, please feel free to contact me at 1-218-259-1551.

Thank you!

20356 Wendigo Park Road
Grand Rapids, MN 55744
Phone 218-259-1551

Harris Township

SINCE 1909



NEIGHBORS, SHORES & MORE

Supervisor/VC Mike Schack 340-8852
Supervisor Ryan Davies 929-0610
Supervisor Dan Gilbert 259-4967
Supervisor Jim Kelley 327-0317
Treasurer Nancy Kopacek 398-3497
Clerk 244-1811

harristownshipclerk@gmail.com

Mission Statement:
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www.harristownshipmn.org

August 10, 2022

TO: Grand Rapids Herald Review
Emailed to: grlegals@grhr.net

RE: Clerk Vacancy

Please run the following on:

- August 14, 2022
- August 21, 2022
- * August 28, 2022
- * September 4, 2022

NOTICE: HARRIS TOWNSHIP CLERK VACANCY

LSA Status: Non-exempt position

Salary range: \$6600.00 - \$8,400.00 (beginning at \$19.00/hour, until all duties are performed)

Hours of work: approximately 25-30 hours per month

****Candidates do not need to live in Harris Township****

Resumes accepted from Monday, August 15, 2022, until enough resumes are received

To submit your resume and letter of interest, and to get a copy of the complete job description, please email the Chair at:

supervisorchtp@gmail.com

Township Clerk Description:

Overview: Provides administrative office support to ensure quality services are provided to the constituents of the Township, consistent with the goals, objectives, and policies approved by the Board of Supervisors. Provide a channel for communication between the township residents, and the board of supervisors.

Minnesota Statutes Mandatory Duties: keep minutes; keep records; custody of records; file and preserve all accounts, record all requests; post, as required by law; and furnish to annual meeting.

Additional duties: official board meetings; other legally required meetings; bookkeeping/office prep; mail, and deposits; work sessions, budget sessions, and other special meetings; election duties for clerk; emails, texts, phone calls, etc.; website administration; resolutions, ordinances, policies, and procedures; and research/customer service.

Published: August 14, 21, and 28, 2022, September 4, 2022,
Posted: August 10, 2022

Peggy Clayton
Chair

Appendix E

Appointed Clerk

Township Clerk Job Description:

Provides a channel for communication between township residents and board of supervisors to ensure effective planning, and results, consistent with the goals, objectives, policies approved by the Board of Supervisors. Perform all administrative duties for efficient function of the township, and as prescribed by Minnesota Statutes.

Mandatory Duties, as per Minn. Stat. 367.30; Minn. Stat. 367.31 subd.1; Minn. Rule 8205.1040; Minn. Stat. 367.11

1. **Keep minutes:** record minutes of the proceedings of every town meeting in the book of town records, entering every order or direction and all rules and regulations made by the town meeting;
2. **Keep records:** keep a true record of all of the towns proceedings
3. **Custody of records:** unless otherwise provided by law, retain custody of the records, books, and papers of the township and file, and safely keep all papers required by law to be filed in the clerks office;
4. **File and preserve all accounts** audited by the town board or allowed at a town meeting and enter a statement of them in the book of records;
5. **Record all requests** for special votes or town meetings and properly post notices;
6. **Post, as required by law**, fair copies of all bylaws made by the town, and make a signed entry in the town records, of the time when and the places where they were posted and record in full all ordinances passed by the town board in an ordinance book;
7. **Furnish to the annual meeting** of the town board of audit: [i] every statement from the county treasurer of money paid to the town treasurer; [ii] all other information about fiscal affairs of the town in the clerks position, and [iii] all accounts, claims, and demands against the town filed with the clerk; and
8. **Perform** any other duties by law

Additional Clerk Job Duties:

Official Board Meetings, other Legally Required Meetings:

1. Meeting agenda creation and prep of supporting documents
2. Scan in agenda, agenda items, bills, pay requests (i.e. agenda packet) and print
3. Make Board packet copies for Supervisors, and constituents for township meeting
4. Complete Minutes - from P&D/Regular meeting
5. Add agenda packet to website; add minutes to website, after approved (convert to PDF first)
6. Organize, manage, and retrieve township records in an effective and efficient manner
7. Prepare notices and post all meeting notices
8. Keep contact information up to date for posting board
9. Prepare and publish meeting schedule, special meetings, etc. (whatever is legally required)
10. Town hall set up for Regular, P&D meetings, and legally required meetings
11. Prep for Board of Audit
12. Annual audit prep of clerk's responsibilities (bookkeeping documents, minute and agenda packet binders, board contact information, etc.)
13. Attend legally required meetings (i.e. annual meeting, public hearings, board of audit, board of appeal, etc.)
14. Post notices, set up hall, and prepare minutes, and attend annual Board of Audit
15. Post and publish Annual Board of Appeal and Equalization Notice, and attend BOA
16. Prepare board reports for BOA hearing
17. Set up hall, prepare Minutes and hearing reports for BOA
18. Prepare the annual report for annual meeting, post, prepare Minutes, and attend Annual Meeting

Bookkeeping, Office Prep:

19. File, document, and organize in an efficient manner, at the town hall
20. Make sure laptop is always updated
21. Maintain monthly accounting in CTAS
22. Purchase office supplies, as needed

Mail, and Deposit/checks:

23. Pick up all mail at the service center the Friday before the regular town board meeting, and the Friday before the P and D town board meeting.
24. Distribute all bills, invoices, statements, etc. that the treasurer should have, no later than the Friday before the regular town board meeting, and the Friday before the P and D board meeting.
25. Document all checks by recording the date on the check, the check number, who the check was received from, and the dollar amount, and provide to Treasurer.
26. Receive all Town hall renter checks from Caretaker, document them, along with all other checks to be deposited and provide to the Treasurer.
27. Keep the documentation and give all checks which need to be deposited to the treasurer no later than the Friday before the regular board meeting, and the Friday before the P & D meeting.
28. Processed all other mail as deemed necessary and distribute accordingly.
29. Receive the deposit slip from the treasurer, document the date received, and check the deposit slip with your record of check received, and make the deposit, as the final means of checks and balances.

Work Sessions, Budget Sessions, and other Special Meetings

30. Prepare and Post work sessions, budget sessions, and special meetings
31. Prepare Minutes of work sessions, budget sessions, and special meetings
32. Set up hall for the sessions, and pull together agenda

Elections Duties for Clerk:

33. Be knowledgeable of current election requirements, laws and deadlines
34. Attend mandatory election judge training, if Clerk is involved with the elections
35. Attend mandatory clerk training, if Clerk is involved with the elections
36. Coordinate election judge list(s) and notify election judges of mandatory training dates/times
37. Bring forward the list of election judges to the township board, for approval
38. Coordinate election judges schedule for both elections (primary and general)
39. Post and publish, in a timely manner, election notices according to statute requirements
40. Accept candidate filing affidavits during election period (August-September)
41. Coordinate candidate names for election ballots with County Auditor Office
42. Prepare polling place (ballot machines, counter, voter roster, etc)
43. Attend mandatory training for HAVA requirements, new election equipment, and understand the operations
44. Purchase cookies, make coffee, etc for voters
45. Conduct Board of Canvas, according to requirements in the Clerk Election Guide for the specific election year

Emails, Texts, Phone Calls, etc:

46. Receive and/or send emails, texts, and calls from constituents, to appropriate supervisor, within a reasonable timeframe ((exception: if an emergency, contact supervisor immediately) Monday through Sunday
47. Respond to all township business inquiries
48. Discussions regarding a variety of topics/projects with others (board/county/residents
49. Conduct the necessary research and provide support materials to aid board in making informed decisions

Website Administration:

50. Website administration and content updates, as per Board direction

Resolutions, Ordinances, Policies, and Procedures:

51. Prepare Resolutions and Ordinances, as per direction of the Board
52. Maintain a record of resolutions and ordinances passed by the Board
53. Update township policies as needed, with direction from board supervisors

Customer service:

- a. Assist in duties as needed and/or as directed by the board of supervisors
- b. Coordinate and cooperate with inter-governmental agencies.
- c. Communicate with Board and/chair regarding any issues, items, etc before you make changes

Minimum Qualifications:

1. Must be a high school graduate, or have GED
2. Must have two years of administrative assistant/clerical work experience in an office/business setting
3. Must have one year of work experience in Word, and MS Excel
4. Must have experience taking minutes
5. Must have a valid Minnesota Drivers License
6. Must be bondable

Must also:

1. Pass a background check
2. Pass a reference check
3. Successfully pass a six month probation
4. Knowledge of bookkeeping principles, budgets and records management
5. Attend training as mandated and required by the township board, and Minnesota Association of Townships
6. Have ability to maintain confidentiality, and to establish effective working relationship with the Town board and the public
7. Have excellent verbal and written communication skills
8. Have ability to prioritize workloads and meet deadlines
9. Have ability to multitask
10. Have professional appearance
11. Have ability to maintain accurate records
12. Have ability and willingness to follow rules and procedures
13. Have ability and willingness to follow directive from Board Chair, and supervisors
14. Have ability to work independently, and with a Board
15. Be self-directed; ability to effectively schedule work time
16. Have independent problem solving skills
17. Be self-motivated, and have initiative
18. Have ability to work unsupervised
19. Have leadership skills, and public speaking skills

Preference for:

1. Experience working in/with accounting, budgets, spreadsheets, and records management
2. Experience of open meeting law, and data practices
3. Administrative/clerical experience working for another federal, state, or other township
4. Experience working with an accounting system (Quickbooks, CTAS)
5. Experience working with/on elections
6. Additional experience in an administrative/clerical position, beyond minimums

Payment Request

Harris Township
Itasca County

Name: Peggy Clayton

Date	Description	# Hours	Rate	Amount
7/13/2022	Regular Meeting	fixed rate	\$60.00	\$60.00
7/27/2022	Planning and Development Meeting	fixed rate	\$60.00	\$60.00
7/11/2022	Itasca County Township Association Meeting	fixed rate	\$60.00	\$60.00
		Fixed rate	\$60.00	
Monthly	Supervisor Wages/Chair - month	fixed rate	\$450.00	\$450.00
Additional Hourly Work:				
7/1/2022	Research Hafar deeds, etc	1	\$19.00	\$19.00
7/5/2022	Emails to and from mediacom and CEDA	0.5	\$19.00	\$9.50
7/5/2022	Emails to and from AS Re: cable commission	0.25	\$19.00	\$4.75
7/5/2022	Email to and from AS Re land sale	0.25	\$19.00	\$4.75
7/7/2002	Call from/to CEDA Re: demographics	0.5	\$19.00	\$9.50
7/8/2022	Research minutes etc Re: hafar	1.5	\$19.00	\$28.50
7/9/2022	Draft comp plan email	0.25	\$19.00	\$4.75
7/11/2022	Meet with Derrick Re: hafar on phone and service center	1.5	\$19.00	\$28.50
7/12/2022	Order message boards	0.25	\$19.00	\$4.75
7/12/2022	Talk with Tim Rowe Re: hafar and 9 sites and corner marker moved	0.25	\$19.00	\$4.75
7/12/2022	CW technology emails	0.25	\$19.00	\$4.75
7/12/2022	Hall to further hafar record research	0.75	\$19.00	\$14.25
7/12/2022	Emails and stop at recorder Dept on Hafar deeds	0.75	\$19.00	\$14.25
7/13/2022	View Brandan Jahn prop/conditional use	0.25	\$19.00	\$4.75
7/13/2022	Hall to further hafar record research 12-12:45 pm	0.75	\$19.00	\$14.25
7/13/2022	Planning commission public hearing (B. Jahn) 1-1:45 pm	0.75	\$19.00	\$14.25
7/14/2022	Email on Isleview Rd from constituent	0.25	\$19.00	\$4.75
7/14/2022	Email to/from AS Re: Isleview rd	0.25	\$19.00	\$4.75
7/15/2022	Emails to and from recorder Dept Re: hafar	0.25	\$19.00	\$4.75
7/18/2022	AS email Re: hafar	0.25	\$19.00	\$4.75
7/19/2022	Meet with AS Re: hafar and then to cemetery 2:15-4 pm	1.75	\$19.00	\$33.25
7/19/2022	Hall to open mail, email hafar attorney, checks, etc4-5:30 pm	1.5	\$19.00	\$28.50
7/19/2022	Email from and to SEH re: cemetery	0.25	\$19.00	\$4.75
7/19/2022	Email to and from AS re: cemetery	0.25	\$19.00	\$4.75
7/19/2022	Email to auditor Dept	0.25	\$19.00	\$4.75
7/20/2022	Call from AS, and SEH re: hafar	0.25	\$19.00	\$4.75
7/21/2022	Calls, emails Re: hafar	0.25	\$19.00	\$4.75
7/22/2022	Work session 6-7:30 pm	1.5	\$19.00	\$28.50
7/22/2022	Meet with Mike Re: FEMA Report 7:30-8 pm	0.5	\$19.00	\$9.50
7/22/2022	Pull together FEMA Report 9-10:30 pm	1.5	\$19.00	\$28.50
7/23/2022	Email newsletter	0.25	\$19.00	\$4.75

7/23/2022	Found duplicates on BOA 2 parcels(BOA), contacted assessor	0.75	\$19.00	\$14.25
7/25/2022	Update Harris zips, etc as nothing from Auditor 2-3 pm	1	\$19.00	\$19.00
7/25/2022	Special cable commission mtg. 12-12:15 pm	0.25	\$19.00	\$4.75
7/29/2022	Call from AS Re: Hafar	0.25	\$19.00	\$4.75
7/31/2022	Letter to DS Re: accepting resignation	0.25	\$19.00	\$4.75
		21.5	\$19.00	\$408.50
Hours Covered Under Stipend:		Applicable		
Date		Mileage	Hours	
7/1/2022	Facebook post			
7/6/2022	Facebook post			
7/7/2022	Park and Cemetery Inspections (mileage)	21		
7/14/2022	Park and Cemetery Inspections (mileage)	21		
7/18/2022	Call from BF Re: conditional use			
7/18/2022	Mails to and from northern drug screening			
7/20/2022	Call to mediacom Re: security			
7/23/2022	Park and Cemetery Inspections (mileage)	21		
7/24/2022	Facebook post			
7/28/2022	Call from constituent on woodtick			
7/31/2022	Park and Cemetery Inspections (mileage)	21		
	Total	84		
Reimbursements:				
July	Mileage total from hrs included in stipend/ non stipend	84.00	.625	\$52.50
	Other expenses (Zoom upgrade from basic) monthly charge			\$16.02
	<i>Total reimbursements requested:</i>			\$68.52

I declare under the penalties of law that this account, claim or demand is just and correct and that no part of it has been paid. Minn. Stat. § 471.391, subd. 1.

7/31/2022
Date

Peggy Clayton
Signature

Payment Request

Harris Township
Itasca Count CLERK

Name: Peggy Clayton
Address: Grand Rapids

Date	Description	# Hours	Rate	Amount
CLERK				
7/4/2022	Text on agenda	0.25	\$19.00	\$4.75
7/8/2022	Do agenda and resolution	1	\$19.00	\$19.00
7/10/2022	Board agenda, upload, copies	2.75	\$19.00	\$52.25
7/13/2022	Set up for board, copies for hafer for brd 6:15-7:15	1	\$19.00	\$19.00
7/13/2022	After brd upload to website, copies 10:15-11:45 pm	1.5	\$19.00	\$28.50
7/14/2022	Hall for postings, copies, scan and emails 10:50-12:30 pm (mileage)	1.5	\$19.00	\$28.50
7/14/2022	Courthouse (Recorder Dept, Auditor Dept, Transp (mileage)	0.5	\$19.00	\$9.50
7/14/2022	Banking (mileage)	0.25	\$19.00	\$4.75
7/18/2022	Email to brd Re: hafar-attorney	0.25	\$19.00	\$4.75
7/18/2022	Start minutes of July 13 Brd 10pm-11:30 pm	1.5	\$19.00	\$28.50
7/18/2022	Mail (mileage)	0.5	\$19.00	\$9.50
7/19/2022	VM from constituent on Southwood rd	0.25	\$19.00	\$4.75
7/19/2022	Finish July 13 Brd minutes (7:30-9:30; 9:45-10:30 pm)	2.75	\$19.00	\$52.25
7/20/2022	Start Board of appeal minutes and full report (8:30-pm-1:30am)	5	\$19.00	\$95.00
7/20/2022	Text brd on agenda items	0.25	\$19.00	\$4.75
7/21/2022	Board of Appeal minutes 10-10:30 pm	0.5	\$19.00	\$9.50
7/21/2022	Agenda and 3 brd posting prep, resolution	1	\$19.00	\$19.00
7/22/2022	Make copies 5:30-6 pm for WS	0.5	\$19.00	\$9.50
7/23/2022	Brd agenda	0.5	\$19.00	\$9.50
7/24/2022	July 22 WS minutes 1pm-1:30 pm	0.5	\$19.00	\$9.50
7/24/2022	Agenda, upload, copies etc 1:35 pm-3:45 pm	2.25	\$19.00	\$42.75
7/25/2022	Banking (mileage)	0.25	\$19.00	\$4.75
7/26/2022	Hall for MIS Wifi connections for elections (mileage)8:30-9:45	1.25	\$19.00	\$23.75
7/27/2022	Set up for board, copies brd 6:15-7:00	0.75	\$19.00	\$14.25
7/27/2022	After brd upload to website, copies, checks, claims 8:45-10:45 pm	2	\$19.00	\$38.00
7/28/2022	Mail (mileage)	0.25	\$19.00	\$4.75
7/31/2022	Minutes of July 27 Brd 8:45-11:15pm	2.5	\$19.00	\$47.50
	TOTAL	31.5	\$19.00	\$598.50

Reimbursements:		MILEAGE		
July	GRSB deposit = 11.8, 11.8	23.60	0.625	
	Mileage 3x to hall	24.00	0.625	
	Courthouse	11.00	0.625	
	<i>Total reimbursements requested:</i>	58.60	0.625	\$36.63

I declare under the penalties of law that this account, claim or demand is just and correct and that no part of it has been paid. Minn. Stat. § 471.391, subd. 1.

31-Jul-22

Signature

Peggy Clayton

Payment Request - Caretaker

Harris Township
Itasca County

7/23/2022 to 8/5/2022

Name: Terri Friesen
20612 Melody Road
Rapid, MN 55744

Date	Description	# Hours	Rate	Amount
KM/Cleaning				
7/25/2022	KM (Karla)	0.5	\$15.00	\$7.50
7/25/2022	KM (Gloria)	0.5	\$15.00	\$7.50
7/25/2022	clean hall	1.25	\$15.00	\$18.75
7/27/2022	tidy up after Board meeting	0.5	\$15.00	\$7.50
7/28/2022	clean hall	1	\$15.00	\$15.00
7/30/2022	clean hall	0.5	\$15.00	\$7.50
7/31/2022	clean hall	1.25	\$15.00	\$18.75
8/1/2022	KM (Janice)	0.5	\$15.00	\$7.50
	Total	6 hrs		\$90.00
Text/calls/misc				
7/23/2022	Pavilion sign up	0.75	\$15.00	\$11.25
7/27/2022	rental Q	0.25	\$15.00	\$3.75
7/27/2022	pavilion sign up	1	\$15.00	\$15.00
7/26/2022	lost item call	0.25	\$15.00	\$3.75
7/26/2022	text (5 contacts re: rental and pavilion	1.25	\$15.00	\$18.75
7/27/2022	rental Q	0.25	\$15.00	\$3.75
7/27/2022	Pavilion sign up	1	\$15.00	\$15.00
7/28/2022	Pavilion sign up	1	\$15.00	\$15.00
7/29/2022	set up KM's for August	0.5	\$15.00	\$7.50
7/31/2022	pavilion sign up	1	\$15.00	\$15.00
8/1/2022	rental Q	0.25	\$15.00	\$3.75
8/2/2022	4 rental Q's, 2 reserve	1	\$15.00	\$15.00
		8.5 hrs		\$127.50
	Total Text/Calls/Misc			
<i>Total reimbursements requested:</i>				
		14 hrs		\$217.50

I declare under the penalties of law that this account, claim or demand is just and correct and that no part of it has been paid. Minn. Stat. § 471.391, subd. 1.

Terri Friesen

Signature

8/4/2022

**Harris Township
Pay Request**

Derrick Marttila

	General	Equipment	Road/Bridge	Cemetery	Recreation	Building/G rounds	PTO	TOTAL
Date	100	200	300	400	500	600		
25-Jul	1	3	3		3			10
26-Jul	1	0.5	8.5					10
27-Jul	0.5		6.5	3				10
28-Jul	0.5	1	7.5			1		10
1-Aug	0.5		7.5					8
2-Aug	2		5		1			8
3-Aug		0.5	6.5	0.5		0.5		8
4-Aug			8					8
5-Aug	3.5	1		3.5				8
								0
								0
								0
								0
								0
								0
								0
								0
Total Hours	9	6	52.5	7	4	1.5	0	80
Portion	11.3%	7.5%	65.6%	8.8%	5.0%	1.9%		1
								0
								0
								0

I declare under the penalties of law that this account, claim or demand is just and correct and that no part of it has been paid. Minn. Stat. § 471.391, subd. 1.

Derrick Marttila

8/5/2022

Signature

Date

Payment Request
Harris Township
Itasca County

Name: Mike Schack

Date	Description	# Hours	Rate	Amount
7/13/2022	Regular Meeting	fixed rate	\$60.00	\$60.00
7/27/2022	Planning and Development Meeting	fixed rate	\$60.00	\$60.00
7/11/2022	Itasca County Township Association Meeting	fixed rate	\$60.00	\$60.00
Monthly	Supervisor Wages - month	fixed rate	\$400.00	\$400.00
Additional Hourly Work:				
7/5/2022	AM MTG	0.5	\$19.00	\$9.50
7/11/2022	AM MTG	0.5	\$19.00	\$9.50
7/18/2022	AM MTG	0.5	\$19.00	\$9.50
7/19/2022	MET WITH MEDIA COM	1	\$19.00	\$19.00
7/20/2022	CHECKED ON CULVERT	0.5	\$19.00	\$9.50
7/21/2022	WORKED ON STORM DAMAGE REPORT	1	\$19.00	\$19.00
7/22/2022	WORK SESSION	1.5	\$19.00	\$28.50
7/25/2022	AM MTG	1	\$19.00	\$19.00
7/25/2022	MET WITH RES/FIREWISE	0.25	\$19.00	\$4.75
7/26/2022	AM MTG	0.5	\$19.00	\$9.50
7/27/2022	MET WITH DERRICK/ CEMETARY LAYOUT	1.5	\$19.00	\$28.50
7/28/2022	AM MTG	0.5	\$19.00	\$9.50
7/28/2022	MET WITH HSEM	0.5	\$19.00	\$9.50
		TOTAL	9.75	\$185.25
Hours Covered Under Stipend:		Applicable		
Date	Description	Mileage	Hours	
7/5/2022	TALK WITH BARGAIN		\$0.50	
7/5/2022	LANDINGS	18		
7/11/2022	LANDINGS	18		
7/18/2022	LANDINGS	18		
7/20/2022	CHECKED ON CULVERT	9		
7/21/2022	TALKED WITH BARGAIN	0.25		
7/25/2022	LANDINGS	18		
7/25/2022	CHECKED WITH RES. /TREE		\$0.25	
7/25/2022	TALK WITH JODY/SECURITY		\$0.25	
7/26/2022	MET WITH JODY/SECURITY	14		
7/26/2022	MADE CALLS /SEAL COATING		\$1.00	
7/27/2022	TALK WITH FIGGINS		\$0.50	
7/28/2022	MET WITH HSEM	14		
		Total	109.25	
Reimbursements:				
	Mileage total from hrs included in stipend	109.25	1	\$68.28
	Additional miles			\$0.00
	Other expenses			
	<i>Total reimbursements requested:</i>			\$68.28

I declare under the penalties of law that this account, claim or demand is just and correct and that no part of it has been paid. Minn. Stat. § 471.391, subd. 1.

Michael Schack

Date

Signature



PO Box 410 || Ashland, Wisconsin 54806

**ADVERTISING &
PRINTING INVOICE**

BILLED ACCOUNT NO.	ADVERTISER/CLIENT NAME			
GRH3017010	HARRIS TOWNSHIP			
CURRENT NET AMT DUE	30 DAYS	60 DAYS	90 DAYS	OVER 120
\$700.74	\$0.00	\$0.00	\$0.00	\$0.00
BILLING PERIOD	TOTAL AMOUNT DUE		PAGE	
7/1/22-7/31/22	\$700.74		1	

Billed Account Name and Address:

HARRIS TOWNSHIP
HARRIS SERVICE CTR/TREASURER
20876 WENDIGO PARK RD
GRAND RAPIDS, MN 55744

RECEIVED
8-5-22

DATE	PUBLICATION	AD ID	DESCRIPTION - OTHER COMMENTS/CHA	PAGES	SIZE	BILLED UNITS	NET AMT
			PREVIOUS BALANCE				229.46
7/17/2022	GR Manneys Shopper	49469	Filing Notice		2.00 x 5.00"		0.00
7/17/2022	GR Herald Review	49469	Filing Notice		2.00 x 5.00"		139.35
7/20/2022	GR Herald Review	49469	Filing Notice		2.00 x 5.00"		104.40
7/20/2022			Payment- Thank You	Check	20605		-229.46
7/20/2022	GR Manneys Shopper	49469	Filing Notice		2.00 x 5.00"		0.00
7/24/2022	GR Manneys Shopper	50356	Financial Statements		2.00 x 8.00"		0.00
7/24/2022	GR Herald Review	50356	Financial Statements		2.00 x 8.00"		215.76
7/31/2022	GR Manneys Shopper	51354	Advertisement Of Land		3.00 x 6.00"		0.00
7/31/2022	GR Herald Review	51354	Advertisement Of Land		3.00 x 6.00"		241.23

YOUR SALES REPRESENTATIVE IS

Gabby Jerulle
gjerulle@grandrapidsheraldreview.net



Accounts Not Paid within 30 days of the invoice:
a 1.5% monthly finance fee is charged to the account.

To pay by credit card please call - (715) 858-7330

Billed Account Name and Address:

HARRIS TOWNSHIP
HARRIS SERVICE CTR/TREASURER
20876 WENDIGO PARK RD
GRAND RAPIDS, MN 55744

REMIT TO:

APG Media of Minnesota
P.O. Box 410
Ashland, WI 54806

BILLING DATE
7/31/22
CUSTOMER NUMBER
GRH3017010
INVOICE NUMBER
GRH3017010-0722
AMOUNT DUE
\$ 700.74
AMOUNT PAID
\$ _____

CASPER CONSTRUCTION INC

218-326-9637

PO Box 480
212 SE 10th Street
Grand Rapids, MN 55744

Invoice No.: 24970

Customer:

HARRIS TOWNSHIP
C/O TREASURER
20876 WENDIGO PARK RD
GRAND RAPIDS, MN 55744

Job: 13022

SALE OF MATERIAL

INVOICE DATE	INVOICE NO.	CUSTOMER NO.	PAYMENT TERMS	CONTRACT NO.
7/27/2022	24970	HAR005	On Rcpt	

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
109.12 TON	7/12/22 CLASS 5	6.07	662.36 *
1.5 HRS	7/12/22 DUMP TRUCK	145.00	217.50 *

Payment due upon receipt. Invoices over 30 days will be subject to 1.5% finance charge.

TOTAL AMOUNT DUE \$879.86

* means item is non-taxable

<< CUT ALONG DASHED LINE

COLE HARDWARE, INC.
508 NE 4TH ST
GRAND RAPIDS MN 55744-2924
(218) 326-6652

COLE HARDWARE, INC.
508 NE 4TH ST
GRAND RAPIDS MN 55744-2924

Statement Of Account

STATEMENT DATE
31-Jul-22

ACCOUNT NUMBER
1000155

PAGE NO
1

STATEMENT DATE
31-Jul-22

ACCOUNT NUMBER
1000155

TO: HARRIS TOWNSHIP
ATTN: TREASURER
20876 WENDIGO PARK ROAD
GRAND RAPIDS, MN 55744

RECEIVED
8-5-22

HARRIS TOWNSHIP

TO ENSURE PROPER CREDIT TO YOUR
ACCOUNT ALWAYS RETURN THIS PORTION
OF THE STATEMENT WITH YOUR PAYMENT

<< CUT ALONG DASHED LINE

ALL PURCHASES ARE DUE AND PAYABLE BY 10th OF MONTH FOLLOWING PURCHASE

\$ _____
AMOUNT REMITTED

DATE	INVOICE	DESCRIPTION	AMOUNT	BALANCE
05-Jul-22	14275	DERRICK	70.02	70.02

INVOICE	AMOUNT	X
14275	70.02	<input type="checkbox"/>

CURRENT AMT DUE
70.02

PAST DUE 1 MONTH
0.00

PAST DUE 2 MONTHS
0.00

PAST DUE 3 MONTHS
0.00

TOTAL DUE
70.02

PLEASE PAY THIS AMT
TOTAL > 70.02

YOUR RECEIPT GUARANTEES
YOUR NO-HASSLE-RETURN.

L & M Supply, Inc.
P.O. Box 280
Grand Rapids, MN 55744-0000
*** STATEMENT OF ACCOUNT ***
PERIOD ENDING 7/31/22

ACCOUNT NUMBER: 1000003580

Payment Amount: _____

HARRIS TOWNSHIP
ATTN: TREASURER
20876 WENDIGO PARK ROAD
GRAND RAPIDS, MN 55744



Please return this portion with your payment.

DATE	TRANSACTION	CREDITS	CHARGES	BALANCE
	BALANCE FORWARD			127.12
7-13-2022	INVOICE #0001-10916172		143.14	270.26
7-13-2022	INVOICE #0001-10916587		99.90	370.16
7-14-2022	INVOICE #0001-10917502		3.49	373.65
7-18-2022	INVOICE #0001-10923967		5.68	379.33
7-19-2022	INVOICE #0001-10925573		36.36	415.69
7-26-2022	INVOICE #0001-10936128		11.27	426.96

CURRENT	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	TOTAL AMOUNT DUE
299.84	127.12			426.96

PLEASE REMIT PAYMENT
BY 8/25/22
TO

THANK YOU FOR
SHOPPING AT
L&M SUPPLY

L & M Supply, Inc.
P.O. Box 280
Grand Rapids, MN 55744-0000

218/326-9451

PLEASE REFER ALL QUESTIONS CONCERNING
YOUR ACCOUNT TO OUR CORPORATE OFFICE:
* P.O. Box 280 *
* Grand Rapids, MN 55744 *
* 218/326-9451 *



DUST & GONE

ROAD STABILIZER

Larry D. Hansen
20483 Mishawaka Shores Dr. • Grand Rapids, MN 55744

312764

RECEIVED
8-5-22

ADDRESS: HARRIS Township
20276 Wendigo Park Rd
CITY, STATE, ZIP: GRAND RAPIDS MN 55714

SHIP TO: Bay View Place - River View
ADDRESS: Haven - Schmid June Lane -
CITY, STATE, ZIP: BEAVER CREEK Wagon Wheel

CUSTOMER'S ORDER: SOLD BY: Kelly TERMS: NET 30 DAYS F.O.B. DATE: Aug 7 2022

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	Sprayed Mag Chloride on Township Road		
2	on June 21 + 22 2022		
3	Township Rd Sprayed Ave. Bay	Chg	
4	View Place - River View - Haven - Schmid		
5	June Lane - Beaver Creek Rd - Wagon	TOTAL	
6	Wheel		
7		\$115,320.00	
8	3232.00 Price Per Mile - Total 4 miles		
9	Thank You for your Business		
10	Kelly		

INVOICE 7/21 © 2004 REDIFORM

LAW OFFICE OF SHAW & SHAW

PO BOX 365
DEER RIVER, MN 56636

Statement

Date

8/1/2022



Bill To

HARRIS SERVICE CENTER
ATTN: TREASURER
20876 WENDIGO PARK ROAD
GRAND RAPIDS, MN 55744

Terms	Amount Due
Due on receipt	\$1,725.00

Date	Description	Qty	Rate	Amount	Balance Due
06/30/2022	Balance forward				200.00
07/05/2022	email to Peggy on land sale	0.20	250.00	50.00	250.00
07/05/2022	review JP agreement and email to Peggy	0.30	250.00	75.00	325.00
07/05/2022	email to Peggy on map inclusion	0.20	250.00	50.00	375.00
07/14/2022	email to parties on detachment	0.20	250.00	50.00	425.00
07/18/2022	met at Hall and Cemetery on gravesite issue	1.50	250.00	375.00	800.00
07/19/2022	review information, call to recorder, draft letter to atty, email to client for review	1.00	250.00	250.00	1,050.00
07/19/2022	review emails and call to Peg and SEH	0.40	250.00	100.00	1,150.00
07/20/2022	review plat, emails, letter to atty, email to atty, call to Peg, emails to SEH, email to Peg on closed meeting	1.30	250.00	325.00	1,475.00
07/21/2022	call to Sarah, email to sarah and Peg	0.30	250.00	75.00	1,550.00
07/26/2022	review and email to Peg - cemetery	0.20	250.00	50.00	1,600.00
07/29/2022	call to Peg on cemetery status	0.20	250.00	50.00	1,650.00
07/29/2022	call to atty - n/a, email to Peg	0.30	250.00	75.00	1,725.00
Current					Amount Due
0.00		1,525.00	200.00	0.00	\$1,725.00

OUR OFFICE HAS MOVED TO 16 NE 1ST AVENUE,
DEER RIVER.

Phone # 218-246-8535

MOW-DADDY.COM

25485 US HWY 2
Grand Rapids, MN 55744
Jim@mow-daddy.com
218-301-9971

RECEIVED
8-5-22

NAME		Harris Township					
ADDRESS							
		PH. NO.	DATE				
			8-3-22				
SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE.RETD.	PAID OUT	
QTY.	DESCRIPTION					PRICE	AMOUNT
6-15	Cemetery						405 -
6-23							405 -
7-6							405 -
7-18							405 -
7-27						2025	405 -
6-17	Crystal Park						440 -
6-27							440 -
7-9							440 -
7-20							440 -
7-28						2200	440 -
6-16	Wendigo Park						235 -
6-24							235 -
7-5							235 -
7-13							235 -
7-25						1175	235 -
RECEIVED BY						TAX	N/A
						TOTAL	5400 -

No. 001800

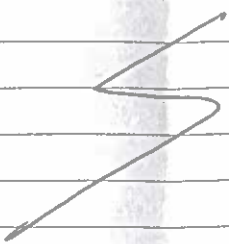
ALL CLAIMS AND RETURNED GOODS
MUST BE ACCOMPANIED BY THIS BILL.

GP-159-2
PRINTED IN U.S.A.

Thank You P. 1 of 4

MOW-DADDY.COM

25485 US HWY 2
Grand Rapids, MN 55744
Jim@mow-daddy.com
218-301-9971

NAME <i>Harris Township</i>								
ADDRESS								
					PH. NO.	DATE <i>8-3-22</i>		
SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE.RETD.	PAID OUT		
QTY.	DESCRIPTION					PRICE	AMOUNT	
<i>5-25</i>	<i>Picinic Park</i>						<i>45 -</i>	
<i>6-14</i>							<i>45 -</i>	
<i>6-24</i>							<i>45 -</i>	
<i>7-5</i>							<i>45 -</i>	
<i>7-13</i>							<i>45 -</i>	
<i>7-25</i>							<i>270 -</i>	<i>45 -</i>
<i>6-14</i>						<i>Wood Tick Landing</i>		
<i>7-26</i>						<i>40 -</i>	<i>20 -</i>	
<i>6-14</i>	<i>Mishawaka Landing</i>						<i>45 -</i>	
<i>7-13</i>						<i>90 -</i>	<i>45 -</i>	
<i>5-31</i>	<i>Laiplant Landing</i>						<i>30 -</i>	
<i>7-26</i>						<i>60 -</i>	<i>30 -</i>	
<i>6-14</i>	<i>Casper Landing</i>						<i>35 -</i>	
<i>7-26</i>						<i>70 -</i>	<i>35 -</i>	
						TAX	<i>N/A</i>	
RECEIVED BY						TOTAL	<i>530 -</i>	

No. 001802

ALL CLAIMS AND RETURNED GOODS
MUST BE ACCOMPANIED BY THIS BILL.

GP-159-2
PRINTED IN U.S.A.

Thank You P. 3 of 4



Personnel Dynamics, LLC

PO Box 193
604 NW 1st Ave
Grand Rapids, MN 55744

INVOICE

Invoice Number: 52268
Invoice Date: Aug 3, 2022
Page: 1

Phone: 218-327-9554
Fax: 218-327-9528
Email: desk@pdstaffing.net

Bill To:
HARRIS TOWNSHIP 20876 WENDIGO PARK RD GRAND RAPIDS, MN 55744

RECEIVED
8-5-22

Customer ID	Customer PO
HARRIS	DUE UPON RECEIPT

Quantity	Item	Description	Unit Price	Amount
24.00	Herbert, Marlin	WEEK ENDING 7/30/22	21.00	504.00
32.00	STISH, MARK		21.00	672.00

Subtotal	1,176.00
Sales Tax	
Total Invoice Amount	1,176.00
Payment/Credit Applied	
TOTAL	1,176.00

Check/Credit Memo No:

R & R RENTAL GRAND RAPIDS

20760 US HWY 169
GRAND RAPIDS, MN 55744
www.rrrental.com

218-999-7368 Phone
218-732-8262 Fax



Status: Closed

Invoice #: 129292-2
Invoice Date: Wed 7/27/2022
Date Out: Tue 7/26/2022 8:07 AM

Operator: GRIESE, ETHAN

Customer #: 25822

Harris Township
20876 Wendigo Park Rd
GRAND RAPIDS, MN 55744

Phone 218-244-5247

Qty	Key	Items	Part#	Status	Returned Date	Price
1	BOBXSG2J-2	GRAPPLE QUICK CLAW 72" - RAKE		Returned	Wed 7/27/2022 3:16PM	\$180.00

Contract Signature:

Harris Township
Date: 07/26/2022 Modification # 2

Rental Contract

This is a contract. The back of this contract contains important terms and conditions including lessor's disclaimer from all liability for injury or damage and details of customer's obligations. These terms and conditions are a part of this contract - READ THEM!

If equipment does not function properly notify lessor within 30 minutes of occurrence or no refund or allowance will be made. If this is a reservation, a reservation cancellation fee up to 1/2 of the total amount may be charged if reservation is cancelled within 48 hours of the scheduled "time and date out".

I certify that I have read and agree to all terms of this contract.

Rental:	\$180.00
Damage Waiver:	\$18.00
Subtotal:	\$198.00
Sales Tax 6.875:	\$12.38
Total:	\$210.38
Paid:	\$0.00
Amount Due:	\$210.38

Signature:

Harris Township

Stewart Sound Systems LLC
 703 Birch Street
 Crosby, MN 56441

INVOICE

DATE	INVOICE#	P.O. #	REP
7/26/2022	3450		

TERMS	PHONE
Due on receipt	218-851-6459

e-mail	stewartsoundsystems@charter.net
---------------	---------------------------------

BILL TO

Harris Township
 20876 Wendigo Park Rd.
 Grand Rapids, MN. 55744
 Attn: Mike Schack

PROJECT	WENDIGO PARK VIDEO SYSTEM
----------------	----------------------------------

QTY	ITEM	DESCRIPTION	PRICE	AMOUNT
	MATERIALS	JOB DESCRIPTION: Modify installation to allow the recorder and cable modem to be heated from warming room. This will require constructing an insulated enclosure in the garage side of the building and installing a fan system to circulate the air from the warming room in and out of the insulated enclosure. The system will still be accessible. This will also require wiring modifications as well. Total Cost of Materials Needed for Job/ Materials include framing lumber, plywood, rigid foam insulation, silicone sealer, fan system, hardware	280.00	280.00
5	LABOR	Labor Cost for Consultation, Assembly, Installation, Programming & Testing @ \$80.00 per hr.	80.00	400.00
5	ASSISTANT	Labor Cost for Licensed Wiring and Assembly Assistant @ \$40.00 per hr.	40.00	200.00
1.25	TRIP CHARGE	Hourly Fee for mileage and drive time to and/or for customer job.	50.00	62.50
1	HNC3V381T...	ADD 1 FIXED CAMERA ENS Security 8MP/4K Fixed Turret Camera/ 2.8mm Lens/ IR 98-foot Night Time Vision, WDR, Starlight/ Built-In Microphone	159.00	159.00
0.5	SHIPPING LABOR	Shipping, Receiving & Insurance Labor Cost for Consultation, Assembly, Installation, Programming & Testing @ \$80.00 per hr.	19.80 80.00	19.80 40.00

THANK YOU FOR YOUR CONTINUED BUSINESS!

Subtotal	\$1,161.30
Sales Tax (6.875%)	\$0.00
Payments	\$0.00
Total Due	\$1,161.30

Stewart Sound Systems LLC
 703 Birch Street
 Crosby, MN 56441

INVOICE

DATE	INVOICE#	P.O. #	REP
7/26/2022	3451		

TERMS	PHONE
Due on receipt	218-851-6459

e-mail	stewartsoundsystems@charter.net
---------------	---------------------------------

BILL TO

Harris Township
 20876 Wendigo Park Rd.
 Grand Rapids, MN. 55744
 Attn: Mike Schack

PROJECT	ADD CAMS TO TOWNSHIP HALL
----------------	----------------------------------

QTY	ITEM	DESCRIPTION	PRICE	AMOUNT
2	HNC5V181T-...	ADD 3 CAMERAS TO EXISTING SYSTEM 2 OUTDOOR CAMERAS FOR POLES for PARKING LOT ENS Security 8MP, 4K StarLight IR Bullet Network Camera/ 2.8mm Fixed Lens/ 1/2.5" STARVIS CMOS Video Sensor/ 131-foot IR Night Time Vision in StarLight Color/ 3840p x 2160p, 8 Megapixels/ -22F to +140F Operating Temperature/ IP67 Waterproof Rating	198.995	397.99
2	PFA135	ENS Security Weatherproof Junction Box for ENS Bullet Camera	19.00	38.00
1	HNC3V381T...	1 INDOOR CAMERA FOR MAIN ROOM & KITCHEN ENS Security 8MP/4K Fixed Turret Camera/ 2.8mm Lens/ IR 98-foot Night Time Vision, WDR, Starlight/ Built-In Microphone	199.00	199.00
1	PFA137	ENS Round Aluminum Junction Box with Conduit Access Ports/ White/ Neat and Integrated Design	19.00	19.00
	SHIPPING	Shipping, Receiving & Insurance	31.50	31.50
	MISC	Misc. Hardware, Connectors, Wire, Cable, Conduit, Fasteners, Labels, Unknowns, Etc. Necessary to Complete Job.	150.00	150.00
8	LABOR	Labor Cost for Consultation, Assembly, Installation, Programming & Testing @ \$80.00 per hr.	80.00	640.00
8	ASSISTANT	Labor Cost for Licensed Wiring and Assembly Assistant @ \$40.00 per hr.	40.00	320.00
1.25	TRIP CHARGE	Hourly Fee for mileage and drive time to and/or for customer job.	50.00	62.50

THANK YOU FOR YOUR CONTINUED BUSINESS!

Subtotal	\$1,857.99
Sales Tax (6.875%)	\$0.00
Payments	\$0.00
Total Due	\$1,857.99



Remit to:

VC3
 5614 Grand Avenue
 Duluth, MN 55807
 (218) 728-6000

Bill To:
Harris Township Attn: Nancy Kopacek 20876 Wendigo Park Road Grand Rapids, MN 55744 United States

Date	Invoice
08/01/2022	CW76586
Account	
HT0008	

Terms	Due Date	PO Number	Reference	CW Agreement
Net 10 days	08/11/2022		Monthly Billing for August	

Managed Services Detail	Quantity	Price	Amount
Agreement CW Tool Only Services Agreement			
CW Tool Only for Workstation Management - Per Workstation	3.00	20.00	60.00
CW Care - Cloud Managed AntiVirus - Per Computer	8.00	0.00	0.00
Total Managed Services Detail:			60.00

To pay by ACH: VC3 National Bank of Commerce Routing Number: 091800028 Account Number: 1934436799 Make checks payable to: VC3, 5614 Grand Ave, Duluth MN 55807 For online payment: www.cwtechnology.com	Invoice Subtotal:	60.00
	Sales Tax:	0.00
	Invoice Total:	60.00
	Payments:	0.00
	Credits:	0.00
	Balance Due:	60.00

Thank you for your business!

Wm. J. Schwartz & Sons, Inc.

Excavation and Septic Service

34882 Scenic Highway

Bovey, Minnesota 55709

218-245-2165

Invoice #: 00042220

Customer PO

Harris Township
Attn: Treasurer
20876 Wendigo Park Rd
Grand Rapids, MN 55744

DATE
7/21/2022

\$ _____ Amount Remitted

Terms Net 10

PLEASE DETACH AND RETURN WITH YOUR PAYMENT

DESCRIPTION	HOURS/QTY	PRICE	AMOUNT
Culvert provided for Keyview Dr/Nordberg Drive for the Lundstrom property. There was no culvert available in town so Jim Kelly told us to get one from L & L rental along with the one that we were ordering. This is invoice is for the culvert, etc. that the Township has agreed to pay. Mr. Lundstrom is being charged for the original one.			\$1,297.55
		Subtotal	\$1,297.55
			\$0.00 TAX.
		Balance Due	\$1,297.55

Thank you so much for your business.

Wm. J. Schwartz & Sons, Inc.

FINANCE CHARGES AT A RATE OF 18% ANNUALLY (1.5% MONTHLY) WILL BE ADDED TO ANY OUTSTANDING BALANCE 30 DAYS

RECEIVED
7/21/22

L & L Rentals, Inc.
 11461 Spudville Road
 Hibbing, MN 55746
 (218) 262-5232
 (218) 263-9734 FAX

1-177115	
INVOICE	
Sales Date:	6/16/2022 3:31 PM
Invoice Date:	6/16/2022
Payment Due:	7/16/2022
Delivery Date:	
Order Terms:	Net 30
PO #:	tim ordered
Job #:	Norberg & Keyview

Lundstrom

Customer Information
 Wm. J. Schwartz & Sons, Inc.
 34882 Scenic Hwy 7
 Bovey, MN 55709

Ship VIA	Customer Email	Work Phone #	Fax Phone #
	bob@schwartzmex.com; vicky@schwartzme	(218) 245-2165	

Customer #	Authorized Contact Name	Contact Phone #	Sales Person Name	Employee Name
1552			Clifford C. Lind	CL

Description	Qty Out	Qty. In	Daily	Weekly	Monthly	Per Unit	Taxable	Extended
15" CAS DOT 16GA 30FT Item ID: PIP / CUL-15ALT216-30	2.00					\$941.85	<input checked="" type="checkbox"/>	\$1883.70
			<<- Sale ->>					
15" CMP END SECTION 16GA ALT2 Item ID: PIP / CUL-15ESALT2 SKU: NA	2.00					\$173.22	<input checked="" type="checkbox"/>	\$346.44
			<<- Sale ->>					
15" BAND ALUM 9-C-24 WIDE 16GA Item ID: PIP / CUL-15ALT29C	1.00					\$151.72	<input checked="" type="checkbox"/>	\$151.72
			<<- Sale ->>					

Delivery Notes:
 S. on River Road to L. on Norberg Dr. to Harold Johnson
 218-969-6577

Order Terms:

Customer Signature

X _____
 Customer Signature

_____ Date
 Customer Name (Printed)

HOURS:
 Monday - Friday 7:00am - 5:00pm
 Saturday 8:00am - 12:00pm
 Closed Sundays



Merchandise Sales:	\$2,381.86
Delivery Charges:	\$35.00
Sub Total:	\$2,416.86
Tax:	\$178.24
Order Total:	\$2,595.10
Amount Paid:	\$0.00
Amount Due:	\$2,595.10

Thank You For Your Business!
 Printed Thursday, June 16, 2022 3:31 PM



XEROX CORPORATION
 PO BOX 660501
 DALLAS TX
 75266

THE EASY WAY
 TO ORDER SUPPLIES
 CALL OUR TOLL
 FREE NUMBER
 1-800-822-2200

Purchase Order Number

Special Reference

Contract Number

PAYABLE UPON RECEIPT
 Terms Of Payment

Telephone 888-435-6333

Please Direct Inquiries To:

Ship To/Installed At:

HARRIS TOWNSHIP HALL
 21998 AIRPORT RD
 GRAND RAPIDS MN
 55744

Bill To:

HARRIS TOWNHALL
 RD
 20876 WENDIGO PARK
 GRAND RAPIDS MN
 55744

08-01-22
 Invoice Date
 016782056
 Invoice Number
 725542070
 Customer Number

12
 8-6-22
 RECEIVED

C8155H XEROX C8155H

SER.# EHQ-217458

SPLY-MAINT - COST PER COPY PLAN
 AMOUNT

METER USAGE	METER READ 06-30-22 TO	METER READ 07-21-22	NET COPIES
TOTAL BLACK	40575	42109	1534
TOTAL COLOR	33922	35620	1698
METER CHARGES			
TOTAL BLACK	1534		
BLACK BILLABLE PRINTS	1534	.005000	7.67
TOTAL COLOR	1698		
COLOR BILLABLE PRINTS	1698	.055000	93.39
NET PRINT CHARGE			101.06

1 LINE FAX SER.# FAX-1LINE INCL
 OFFICE FINISHER SER.# OFC-81 INCL

SUB TOTAL 101.06
 TOTAL 101.06

** ALLOWANCE PRORATED FOR 022 DAYS
 THIS IS A 60 MONTH AGREEMENT WHICH INCLUDES MAINTENANCE
 AND SUPPLY CHARGES
 TOTAL OF INVOICE MAY VARY ACCORDING TO METER USAGE BILLED

XEROX FEDERAL IDENTIFICATION #16-0468020

PLEASE INCLUDE THIS STUB WITH YOUR PAYMENT, OR WRITE YOUR INVOICE NUMBER(S) ON YOUR CHECK.

Ship To/Installed At
 HARRIS TOWNSHIP HALL
 21998 AIRPORT RD
 GRAND RAPIDS MN
 55744

Bill To
 HARRIS TOWNHALL
 RD
 20876 WENDIGO PARK
 GRAND RAPIDS MN
 55744

When Paying By Mail
 Send Payment To:
 XEROX CORPORATION
 P.O. BOX 802555
 CHICAGO IL
 60680-2555



Please check here if your "Bill To" address or "Ship To/Installed At" location has changed and complete reverse side.

Invoice Amount

08-698-9717 1 725542070 016782056 08-01-22 THIS AMOUNT
 RF018472 S 110120
 03 6R7E CUWF H A7310 5933 2 C15

\$101.06
 VMN99

202100008070060 0167820567 0300101063 272554207062



Ameritas Life Insurance Corp.

PO BOX 82607 / LINCOLN NE 68501-2607
800-300-9566

October 6, 2020

Aug 2022

Address Service Requested . .

DERRICK MARTTILA

DERRICK MARTTILA 010 0943109940

Thank you for selecting Ameritas as your benefit carrier. As a plan member, you're our top priority. We do whatever it takes to help you get the care you need.

Effective 01/01/2021, we need to adjust your monthly premium rates.

Coverage Tier	Coverage	Current Premium	Renewal Premium
Individual	Dental	\$36.06	\$38.63
Individual	Vision	\$8.54	\$8.54

There is no action needed on your part. Your policy will renew automatically and the updated rates will begin on the effective date listed above. Please note: the rates shown do not include an administration or billing fee, if applicable.

If you have questions on renewal rates or billing, please contact us at 800-300-9566. Call 800-487-5553 for claims or provider information.

Sincerely,

Ameritas Life Insurance Corp.

cc: LECLAIR CORPORATION

0156280100957201





Grand Rapids Public Utilities Commission
 500 SE 4th Street
 Grand Rapids, MN 55744
 (218) 326-7024

UTILITY STATEMENT

1220565

W

ACCOUNT NUMBER 506635-104896 **ZONE** 4-022 **STATEMENT DATE** 08/02/2022
CUSTOMER NAME Harris Township Hall **ROUTE** 022
SERVICE ADDRESS S Hwy 169 & Lakeview Dr Grand Rapids **DUE DATE** 08/17/2022

Averages For Billing Period	This Year	Last Year
Electric/kWh per day	0.0	0.0
Cost Per Day	\$0.00	\$0.00
Water/gallons per day	0.0	0.0
Cost Per Day	\$0.00	\$0.00

Visit our website to pay your bills electronically
 @ www.grpuc.org or call 1-855-456-5158

Terms of Payment

- All billing statements are due and payable on or before the Due Date. Bills not paid by the Due Date will be subject to a late payment charge on the total amount due which is the greater of 1.5% (18% annually) or a minimum charge of \$1.00.

Make Checks Payable to G.R.P.U.C.

When you provide a check as payment, you authorize us either to use information from your check to make a one-time Electronic Fund Transfer from your account or to process the payment as a check transaction. When we use information from your check to make an Electronic Fund Transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.

In Case Of An Emergency, Telephone:

Monday-Friday, 8:30 a.m. - 4:30 p.m. (218) 326-7024
 After hours, weekends and holidays(218) 326-4806

Previous Balance	11.00
Check Payment 07/20/2022	(11.00)CR
<hr/>	
Balance Forward	\$0.00
Current Charges	
Electric	10.64
<hr/>	
Total Current Charges:	\$10.64
Current Account Balance:	\$10.64
Amount Due	\$10.64

Auto Pay-Do Not Pay

See back of statement for details



Grand Rapids Public Utilities Commission
 500 SE 4th Street
 Grand Rapids, MN 55744
 (218) 326-7024

UTILITY STATEMENT

Statement Date: 08/02/2022

Harris Township Hall
 ATTN: Treasurer
 20876 Wendigo Park Rd
 Grand Rapids MN 55744

Account Number	506635-104896
Statement Number	1220565
Due Date	08/17/2022
Amount Due	\$10.64
Amount Paid	Auto Pay-Do Not Pay

Automatic Withdrawal Date: 08/17/2022

Service	Meter Number	Rate Code	Read Code	Usage Period From	To	# Days	Meter Readings Previous	Current	Multiplier	Usage	Charge Details	Total Charges
Electric									1.00000			
											Security Light 70 Watt SP	\$ 9.96
											Minnesota Sales Tax	\$ 0.68
												10.64

DESCRIPTIONS	UNIT OF MEASURE EXPLANATIONS
Service Charge - Charge for customer billing & administration services	Energy Usage - kWh = 1,000 watt hours (amount used by a 100 watt bulb in 10 hours time)
Energy Usage - Measure of electricity used (in kWh)	Commodity Charge - Water reading indicates thousands of gallons.
Off Peak Usage - Measure of off peak electricity used (in kWh)	WW Collection/trtmt - Wastewater collection/trtmt charge is based on water consumption.
Demand Charge - Highest average electric demand (in KW) over any 15 minutes during the month	
Commodity Charge - Water Consumption	
WW Collection/trtmt charge - Wastewater gallons collected and treated	



Grand Rapids Public Utilities Commission

500 SE 4th Street
Grand Rapids, MN 55744
(218) 326-7024

UTILITY STATEMENT

1220566

W

ACCOUNT NUMBER 506636-104896 ZONE 4-022 STATEMENT DATE 08/02/2022
CUSTOMER NAME Harris Township Hall ROUTE 022
SERVICE ADDRESS S Hwy 169 Harbor Hts Rd/Woodland Park Rd Grand Rapids DUE DATE 08/17/2022

Table with 3 columns: Averages For Billing Period, This Year, Last Year. Rows include Electric/kWh per day, Cost Per Day, Water/gallons per day, Cost Per Day.

Visit our website to pay your bills electronically @ www.grpuc.org or call 1-855-456-5158

Terms of Payment

- All billing statements are due and payable on or before the Due Date. Bills not paid by the Due Date will be subject to a late payment charge on the total amount due which is the greater of 1.5% (18% annually) or a minimum charge of \$1.00.

Make Checks Payable to G.R.P.U.C.

When you provide a check as payment, you authorize us either to use information from your check to make a one-time Electronic Fund Transfer from your account or to process the payment as a check transaction. When we use information from your check to make an Electronic Fund Transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.

In Case Of An Emergency, Telephone:

Monday-Friday, 8:30 a.m. - 4:30 p.m. (218) 326-7024
After hours, weekends and holidays (218) 326-4806

Summary table showing Previous Balance (30.83), Check Payment (30.83)CR, Balance Forward (\$0.00), Current Charges Electric (30.83), Total Current Charges (\$30.83), Current Account Balance (\$30.83), and Amount Due (\$30.83).

Auto Pay-Do Not Pay

See back of statement for details



Grand Rapids Public Utilities Commission
500 SE 4th Street
Grand Rapids, MN 55744
(218) 326-7024

UTILITY STATEMENT

Statement Date: 08/02/2022

Harris Township Hall
ATTN: Treasurer
20876 Wendigo Park Rd
Grand Rapids MN 55744

Summary table with 2 columns: Field, Value. Fields include Account Number, Statement Number, Due Date, Amount Due, and Amount Paid.

Automatic Withdrawal Date: 08/17/2022

Service	Meter Number	Rate Code	Read Code	Usage Period From	To	# Days	Meter Readings Previous	Current	Multiplier	Usage	Charge Details	Total Charges
Electric									1.00000			
											\$ 15.77	
											\$ 1.08	16.85
Electric									1.00000			
											\$ 13.08	
											\$ 0.90	13.98

DESCRIPTIONS	UNIT OF MEASURE EXPLANATIONS
Service Charge - Charge for customer billing & administration services	Energy Usage -kWH = 1,000 watt hours (amount used by a 100 watt bulb in 10 hours time)
Energy Usage - Measure of electricity used (in kWH)	Commodity Charge - Water reading indicates thousands of gallons.
Off Peak Usage - Measure of off peak electricity used (in kWH)	WW Collection/trtmt - Wastewater collection/trtmt charge is based on water consumption.
Demand Charge - Highest average electric demand (in KW) over any 15 minutes during the month	
Commodity Charge - Water Consumption	
WW Collection/trtmt charge - Wastewater gallons collected and treated	



Grand Rapids Public Utilities Commission
 500 SE 4th Street
 Grand Rapids, MN 55744
 (218) 326-7024

UTILITY STATEMENT

1220636

W

ACCOUNT NUMBER 516221-104896 **ZONE** 1-042 **STATEMENT DATE** 08/02/2022
CUSTOMER NAME Harris Township Hall **ROUTE** 022
SERVICE ADDRESS Crystal Springs Rd & S Hwy 169 Grand Rapids **DUE DATE** 08/17/2022

Averages For Billing Period	This Year	Last Year
Electric/kWh per day	0.0	0.0
Cost Per Day	\$0.00	\$0.00
Water/gallons per day	0.0	0.0
Cost Per Day	\$0.00	\$0.00

Visit our website to pay your bills electronically
 @ www.grpuc.org or call 1-855-456-5158

Terms of Payment

- All billing statements are due and payable on or before the Due Date. Bills not paid by the Due Date will be subject to a late payment charge on the total amount due which is the greater of 1.5% (18% annually) or a minimum charge of \$1.00.

Make Checks Payable to G.R.P.U.C.

When you provide a check as payment, you authorize us either to use information from your check to make a one-time Electronic Fund Transfer from your account or to process the payment as a check transaction. When we use information from your check to make an Electronic Fund Transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.

In Case Of An Emergency, Telephone:

Monday-Friday, 8:30 a.m. - 4:30 p.m. (218) 326-7024
 After hours, weekends and holidays(218) 326-4806

Previous Balance	12.45
Check Payment 07/20/2022	(12.45)CR
Balance Forward	\$0.00
Current Charges	
Electric	10.64
Total Current Charges:	\$10.64
Current Account Balance:	\$10.64
Amount Due	\$10.64

Auto Pay-Do Not Pay

See back of statement for details



Grand Rapids Public Utilities Commission
 500 SE 4th Street
 Grand Rapids, MN 55744
 (218) 326-7024

UTILITY STATEMENT

Statement Date: 08/02/2022

Harris Township Hall
 ATTN: Treasurer
 20876 Wendigo Park Rd
 Grand Rapids MN 55744

Account Number	516221-104896
Statement Number	1220636
Due Date	08/17/2022
Amount Due	\$10.64
Amount Paid	Auto Pay-Do Not Pay

Automatic Withdrawal Date: 08/17/2022

Service	Meter Number	Rate Code	Read Code	Usage Period From	To	# Days	Meter Readings Previous	Current	Multiplier	Usage	Charge Details	Total Charges
Electric									1.00000			
											Security Light 70 Watt SP	\$ 9.96
											Minnesota Sales Tax	\$ 0.68
												10.64

DESCRIPTIONS	UNIT OF MEASURE EXPLANATIONS
Service Charge - Charge for customer billing & administration services	Energy Usage -kWH = 1,000 watt hours (amount used by a 100 watt bulb in 10 hours time)
Energy Usage - Measure of electricity used (in kWH)	Commodity Charge - Water reading indicates thousands of gallons.
Off Peak Usage - Measure of off peak electricity used (in kWH)	WW Collection/trtmt - Wastewater collection/trtmt charge is based on water consumption.
Demand Charge - Highest average electric demand (in KW) over any 15 minutes during the month	
Commodity Charge - Water Consumption	
WW Collection/trtmt charge - Wastewater gallons collected and treated	



GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Grand Rapids Public Utilities Commission
500 SE 4th Street
Grand Rapids, MN 55744
(218) 326-7024

UTILITY STATEMENT

1223031

W

ACCOUNT NUMBER	504896-104896	ZONE	1-043	STATEMENT DATE	08/09/2022
CUSTOMER NAME	Harris Township Hall	ROUTE	043	DUE DATE	08/24/2022
SERVICE ADDRESS	Airport Rd, 21998 Grand Rapids				

Averages For Billing Period	This Year	Last Year
Electric/kWh per day	23.4	27.3
Cost Per Day	\$3.83	\$4.51
Water/gallons per day	0.0	0.0
Cost Per Day	\$0.00	\$0.00

Previous Balance 155.96
Check Payment 07/26/2022 (155.96)CR

Visit our website to pay your bills electronically
@ www.grpuc.org or call 1-855-456-5158

The late payment charge will increase on Oct. 1, 2022, to 5% or a minimum charge of \$5.00.

Balance Forward \$0.00

Current Charges
Electric 156.49

Terms of Payment

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Make Checks Payable to G.R.P.U.C.

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In Case Of An Emergency, Telephone:

Monday-Friday, 8:30 a.m. - 4:30 p.m. (218) 326-7024
After hours, weekends and holidays(218) 326-4806

Total Current Charges: \$156.49

Current Account Balance: \$156.49

Amount Due \$156.49

Auto Pay-Do Not Pay

See back of statement for details



Grand Rapids Public Utilities Commission
500 SE 4th Street
Grand Rapids, MN 55744
(218) 326-7024

UTILITY STATEMENT

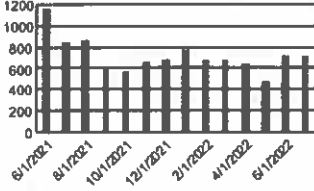
Statement Date: 08/09/2022

Harris Township Hall
ATTN: Treasurer
20876 Wendigo Park Rd
Grand Rapids MN 55744

Account Number	504896-104896
Statement Number	1223031
Due Date	08/24/2022
Amount Due	\$156.49
Amount Paid	Auto Pay-Do Not Pay

Automatic Withdrawal Date: 08/24/2022

Service	Meter Number	Rate Code	Read Code	Usage Period From	To	# Days	Meter Readings Previous	Current	Multiplier	Usage	Charge Details	Total Charges
Electric									2.00000			
											Security Light 250W NP	\$ 26.16
											Minnesota Sales Tax	\$ 1.80
												27.96
Electric									1.00000			
											Security Light 100W NP	\$ 9.13
											Minnesota Sales Tax	\$ 0.63
												9.76
Electric	144997	ERC-40	A	06/30/2022	07/31/2022	31	52617	53341	1.00000	724		
											Monthly Service Charge	\$ 20.25
											Energy Usage	724 kWh @ \$0.10970
											Purchased Power Adj	724 kWh @ \$0.01583
											Minnesota Sales Tax	\$111.13 @ 6.87500%
												\$ 7.64
												118.77



DESCRIPTIONS	UNIT OF MEASURE EXPLANATIONS
Service Charge - Charge for customer billing & administration services	Energy Usage -kWH = 1,000 watt hours (amount used by a 100 watt bulb in 10 hours time)
Energy Usage - Measure of electricity used (in kWH)	Commodity Charge - Water reading indicates thousands of gallons.
Off Peak Usage - Measure of off peak electricity used (in kWH)	WW Collection/trtmt - Wastewater collection/trtmt charge is based on water consumption.
Demand Charge - Highest average electric demand (in KW) over any 15 minutes during the month	
Commodity Charge - Water Consumption	
WW Collection/trtmt charge - Wastewater gallons collected and treated	



26039 Bear Ridge Drive
Cohasset, MN 55721

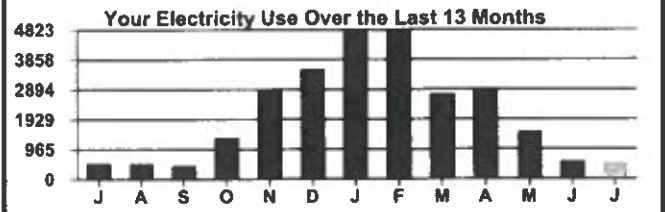
Office hours: 8:00 a.m. to 4:30 p.m. Monday-Friday
In case of an outage, phones answered 24 hours a day.
Office 1-800-421-9959
Pay by Phone 1-888-222-6892 or
visit us at www.lakecountrypower.coop

4 770

HARRIS TOWNSHIP
ATTN: TREASURER
20876 WENDIGO PARK RD
GRAND RAPIDS MN 55744-4682



YOUR DIRECTOR IS DANIEL W KINGSLEY, DISTRICT 0.



Support LCP's renewable residential wind energy program, known as Wellspring. Subscribe to "blocks" of wind energy at just 30 cents per block of 100 kWh. Visit our website.

ACTIVITY SINCE LAST BILL	AMOUNT
PREVIOUS BILL	112.00
PAYMENT 07/25/2022	-112.00
BALANCE FORWARD DUE IMMEDIATELY	0.00

CURRENT BILL INFORMATION									
RATE CODE	METER	DATES	METER READING PRES	METER READING PREV	MULTI-PLIER	CODE	USAGE	DESCRIPTION	
10	20025490	07/26 -06/26	77201	76680	1		439	ENERGY CHARGE @	150300
68 S	20025489	07/26 -06/26	2876	2794	1		82	PEAK SHAVE WATER HEATING @	078500
65	20025487	07/26 -06/26	56156	56156	1			DUAL FUEL INTERR. HEAT	
								SERVICE AVAILABILITY CHG:	42.00
								OPERATION ROUND-UP	0.58
TOTAL CHARGES THIS STATEMENT									115.00
DO NOT PAY-AUTOMATIC WITHDRAWAL ON 08/24/22									
METER READ AUTOMATICALLY									
Account Number	Service Address		Phone Number		Bill Date	Due Date	Net Amount Due		
102000853	SERVICE CENTER		(218) 327-8759		08/03/2022	08/24/2022	115.00		

Please detach and return this portion with your payment.

Account No.: 102000853 Cycle: 7
Due Date: 08/24/2022 Net Due: 115.00
A 1.5% penalty may be applied if payment is not received by the Due Date.

Your Phone Number: (218) 327-8759

Check box if your address or phone number has changed. Please enter changes on the back

HARRIS TOWNSHIP
ATTN: TREASURER
20876 WENDIGO PARK RD
GRAND RAPIDS MN 55744-4842

Lake Country Power
8535 Park Ridge Drive
Mountain Iron, MN 55768-2059



0102000853080730000115000000115002



MEDIACOM[®] BUSINESS

MEDIACOM
2205 INGERSOLL AVE DES MOINES IA 50312-5289
8622 4340 ZO RP 28 07282022 NNNNNYNN 01 999931

HARRIS TOWNSHIP
20876 WENDIGO PARK RD
GRAND RAPIDS, MN 55744-4682

News From Mediacom

Mediacom Business customers enjoy 24hr customer support at the Business Technology Support Center. Our Business Technology Support Center is solely dedicated to serving businesses like yours.

Please reference your service agreement for terms to terminate service and arrange for the return of all equipment. Failure to return our equipment will result in the following charges: Non-addressable converter up to \$125.00; addressable converter up to \$300.00; modem up to \$139.99; digital converter up to \$500.00; remote control up to \$85.00

July 28, 2022

Statement of Service

Account number
8384 97 500 0030835
Harris Township

Contact us
Phone: 800-379-7412
Online at: <http://business.mediacomcable.com/>

For service at
20876 Wendigo Park Rd
Control Account
Grand Rapids MN 55744-4682

Summary *See the back for details*

Previous balance	\$753.24
Payments received	-753.24
Leaf Charges	784.33

Total to be deducted **\$784.33**

Auto-bank Payment Will Be Made On 08/18/22

Pin Number **5847**

Payment Option

Detach this coupon and send it together with your check made payable to Mediacom in the enclosed envelope. Write your account number on your check.

July 28, 2022
HARRIS TOWNSHIP
20876 WENDIGO PARK RD
GRAND RAPIDS MN 55744-4682

Account Number
8384 97 500 0030835

Total to be deducted **\$784.33**

Amount you are enclosing: \$

MEDIACOM[®] BUSINESS

MEDIACOM
PO BOX 5744
CAROL STREAM IL 60197-5744

838497500003083500784330



MEDIACOM BUSINESS

8622 4340 ZO RP 28 07282022 NNNNNYNN 01 999931

July 28, 2022
HARRIS TOWNSHIP
Account Number:
Hierarchy ID:

page 2 of 3

8384 97 500 0030835
COMMAH

Master Account Summary

Jul 18	Previous Balance	\$753.24
Jul 18	EFT Payment	-753.24

Leaf Charges by Group

COMMAH \$750.71

Jul 18	Harris Township 8384922370090270	155.94
Jul 21	Harris Township 8384922370090270	25.00
Jul 14	Harris Town Hall 8384922380090856	207.89
Jul 08	Harris Township 8384922380091722	205.94
Jul 18	Harris Township 8384922380092076	155.94

Leaf Taxes by Group

COMMAH \$33.62

Jul 18	Harris Township 8384922370090270	7.98
Jul 21	Harris Township 8384922370090270	3.06
Jul 14	Harris Town Hall 8384922380090856	14.60
Jul 18	Harris Township 8384922380092076	7.98

Leaf Charge Total \$784.33

Total Due \$784.33

Leaf Details by Group

COMMAH

HARRIS TOWNSHIP
28184 SUNNY BEACH RD
GRAND RAPIDS, MN 55744-5883
Account Number: 8384922370090270

Monthly Charges

Date	Description	Quantity	Amount
Jul 28 - Aug 27	EMTA Modem		0.00
Jul 28 - Aug 27	WIFI Basic Service		5.99
Jul 28 - Aug 27	Docsis Modem		0.00

Jul 28 - Aug 27	Voice Mail	0.00
Jul 28 - Aug 27	Business Internet 60/5 Mbps	110.00
Jul 28 - Aug 27	Primary Phone Line	39.95

Subtotal \$155.94

One Time Charges

Date	Description	Quantity	Amount
Jul 21	Service Call Fee		25.00

Subtotal \$25.00

Taxes

Date	Description	Amount
Aug 08 - Sep 07	Franchise Fee	1.25
Aug 08 - Sep 07	State Sales Tax	1.72
Aug 08 - Sep 07	Sales Tax On Franchise Fees	0.09
Aug 08 - Sep 07	Federal Universal Service Fund	3.39
Aug 08 - Sep 07	911 Emergency Service	0.80
Aug 08 - Sep 07	Special Tax	0.07
Aug 08 - Sep 07	Telecommunication Relay And Device	0.06
Aug 08 - Sep 07	State Sales Tax	2.98
Aug 08 - Sep 07	Regulatory Recovery Fee	0.68

Subtotal \$11.04

Total for Account 8384922370090270 \$191.98

HARRIS TOWN HALL
21998 AIRPORT RD
GRAND RAPIDS, MN 55744-4852
Account Number: 8384922380090856

Monthly Charges

Date	Description	Quantity	Amount
Jul 24 - Aug 23	Primary Phone Line		39.95
Jul 24 - Aug 23	Limited Video		43.00
Jul 24 - Aug 23	Local Broadcast Surcharge		16.45



MEDIACOM BUSINESS

8622 4340 ZO RP 28 07282022 NNNNNYNN 01 999931

July 28, 2022
Harris Township
Account Number:
Hierarchy ID:

page 3 of 3

8384 97 500 0030835
COMMAH

Jul 24 - Aug 23	Service Discount	-16.45
Jul 24 - Aug 23	EMTA Modem	0.00
Jul 24 - Aug 23	WIFI Basic Service	5.99
Jul 24 - Aug 23	Business Internet 60/5 Mbps	118.95
Jul 24 - Aug 23	Primary HD Equipment	0.00

Subtotal \$207.89

Taxes

Date	Description	Amount
Aug 08 - Sep 07	Access Fee	1.25
Aug 08 - Sep 07	Franchise Fee	2.15
Aug 08 - Sep 07	State Sales Tax	2.96
Aug 08 - Sep 07	Franchise Fee	0.02
Aug 08 - Sep 07	FCC Regulatory Fee	0.09
Aug 08 - Sep 07	Sales Tax On Franchise Fees	0.15
Aug 08 - Sep 07	Federal Universal Service Fund	3.39
Aug 08 - Sep 07	911 Emergency Service	0.80
Aug 08 - Sep 07	Special Tax	0.07
Aug 08 - Sep 07	Telecommunication Relay And Device	0.06
Aug 08 - Sep 07	State Sales Tax	2.98
Aug 08 - Sep 07	Regulatory Recovery Fee	0.68

Subtotal \$14.60

Total for Account 8384922380090856 \$222.49

HARRIS TOWNSHIP
20876 WENDIGO PARK RD
GRAND RAPIDS, MN 55744-4682
Account Number: 8384922380091722

Monthly Charges

Date	Description	Quantity	Amount
Jul 18 - Aug 17	WIFI Basic Service		5.99
Jul 18 - Aug 17	Modem		0.00
Jul 18 - Aug 17	Business Internet 60/5 Mbps		199.95

Subtotal \$205.94

Total for Account 8384922380091722 \$205.94

HARRIS TOWNSHIP
20057 CRYSTAL SPRINGS RD
GRAND RAPIDS, MN 55744
Account Number: 8384922380092076

Monthly Charges

Date	Description	Quantity	Amount
Jul 28 - Aug 27	WIFI Basic Service		5.99
Jul 28 - Aug 27	Docsis Modem		0.00
Jul 28 - Aug 27	Voice Mail		0.00

Jul 28 - Aug 27	Business Internet 60/5 Mbps	110.00
Jul 28 - Aug 27	Primary Phone Line	39.95

Subtotal \$155.94

Taxes

Date	Description	Amount
Aug 08 - Sep 07	Federal Universal Service Fund	3.39
Aug 08 - Sep 07	911 Emergency Service	0.80
Aug 08 - Sep 07	Special Tax	0.07
Aug 08 - Sep 07	Telecommunication Relay And Device	0.06
Aug 08 - Sep 07	State Sales Tax	2.98
Aug 08 - Sep 07	Regulatory Recovery Fee	0.68

Subtotal \$7.98

Total for Account 8384922380092076 \$163.92

COMMAH SUBTOTAL 4 Account(s) \$784.33

**Total for Master Account: COMMAH
Total Accounts 4 \$784.33**





Verizon Connect Fleet USA LLC
 5055 North Point Pkwy
 Alpharetta, GA, 30022

Invoice Number	Invoice Date	Due Date	Account Number	Page
372000037765	08/01/2022	08/31/2022	100000132077	1 of 4

Harris Township
 20876 WENDIGO PARK RD
 GRAND RAPIDS, MN, 55744-4682

Quick Bill Summary

Currency: USD

Prior Charges (Including Past Due Amounts) **169.20**

Unapplied Payments & Adjustments **0.00**

Total Outstanding Charges 169.20

Total Current Charges Due by 08/31/2022 **37.90**

Monthly Recurring Charges **37.90**

Professional Services **0.00**

Equipment Charges **0.00**

Taxes, Governmental Surcharges & Fees **0.00**

Account Balance \$ 207.10

	Phone	Email
Customer Service	800-906-9545	reveal.govt@verizonconnect.com



Harris Township
 20876 WENDIGO PARK RD
 GRAND RAPIDS, MN, 55744-4682

Bill Date 08/01/2022
 Account Number 100000132077
 Invoice Number 372000037765
 Due Date 08/31/2022



Please Recycle

Total Current Charges

\$ 37.90

Please Remit To:
 VERIZON
 PO BOX 15043
 ALBANY NY 12212-5043

44 100000132077003720000377655000000000169200000000020710



Account Statement

Invoice Number	Invoice Date	Due Date	Account Number	Page
372000037765	08/01/2022	08/31/2022	100000132077	2 of 4

Account Balance Details - Open Transactions on your Account

Date	Transaction Number	Debit	Due Date	Credit	Payments	Balance
05/02/2022	324000028774	93.40	06/01/2022	0.00	0.00	93.40
06/01/2022	616000027105	37.90	07/01/2022	0.00	0.00	131.30
07/01/2022	350000027681	37.90	07/31/2022	0.00	0.00	169.20
08/01/2022	372000037765	37.90	08/31/2022	0.00	0.00	207.10

New Account Balance **\$ 207.10**

Recent Account Activity (Prior 30 days) - Closed Transactions

Invoice Date	Invoice Number	Invoices	Credits	Payments	Transaction Date	Date Closed

Activity Totals



Invoice

Verizon Connect Fleet USA LLC
 5055 North Point Pkwy
 Alpharetta, GA, 30022

Harris Township
 20876 WENDIGO PARK RD
 GRAND RAPIDS, MN, 55744 4682
 Payment Terms: NT30

Invoice Number	Invoice Date	Due Date	Account Number	Page
372000037765	08/01/2022	08/31/2022	100000132077	4 of 4

Item	Charge Type	Period	PO#	Contract#	Qty	Price	Ext Price	Tax
VEHICLE TRACKING SUBSCRIPTION	Recurring Services (base product)	07/01/2022 - 07/31/2022		1268735	2	18.95	37.90	0.00
Recurring Total							37.90	0.00
Hardware Total							0.00	0.00
Professional Service Total							0.00	0.00

Subtotal	\$ 37.90
Total Tax	\$ 0.00
Invoice Total	\$ 37.90

Taxes and Surcharge Summary

Description	Total (USD)
Federal Taxes and Surcharges	
Total Federal Taxes and Surcharges	0.00
State, County, and City Taxes and Surcharges	
Total State Taxes and Surcharges	0.00
Total Taxes and Surcharges	\$ 0.00