

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 Beth Riendeau 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 **September 8, 2021, 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 August 11, 2021, Regular Meeting
 - B. Minutes of August 23, 2021, Boat Landings/ARPA Funding Work Session
 - C. Minutes of August 30, 2021, Housekeeping/Open Meeting Law Work Session
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.
5. **Consent Agenda**
 - A. Resolution 2021-019, Resolution Authorizing Contract with Interested Officer
 - B. Resolution 2021-020, Resolution Adopting the Levy Collectable in 2022
6. **Roads**
 - A. Road Update/J
 - B. SEH Agreement for Professional Services/2021 Miscellaneous Services (Tolerick Road)/J
 - C. Culvert for 33458 Crystal Springs Road/P
7. **Recreation**
 - A. Mishawaka Landing Quote/P
8. **Correspondence**
 - A. Minutes of Grand Rapids Area Cable Commission, May 10, 2021
9. **Old Business**
 - A. Quote on Town Hall Garage/P
10. **New Business**
 - A. September 2021 Newsletter & Approve Postage Letter/P
 - B. Schedule Work Session re Boat Landings, Land, Recreation, ARPA/P
 - C. Appraisal of Property/P
 - D. Andy Shaw Attorney Update/P
 - E. WIPFLI Audit/N
 - F. TED Grant Letter/P
 - G. City/Township Joint Powers Agreement/P
11. **Treasurer's Report** – dated August 1, 2021
 - 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

September 22, 2021	P and D Board Meeting	7:30 pm Town Hall
October 13, 2021	Regular Board Meeting	7:30 pm Town Hall
October 16, 2021	Township Legal Seminar	9:00 am to 4:00 pm Cotton Town Hall
October 27, 2021	P and D Board Meeting	7:30 pm Town Hall

14. Adjourn

Prepared by: _____
Beth Riendeau, Clerk

Signed by: _____
Peggy Clayton, Madam Chair

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2A

REGULAR BOARD MEETING August 11, 2021 AT 7:30pm MINUTES

Present: Madam Chair Clayton, Vice Chair Schack, Supervisors Davies, Gilbert and Kelley; Treasurer Kopacek; Clerk Riendeau

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

Approve the Minutes

Minutes of July 14, 2021 Regular Meeting

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the minutes of the July 14, 2021 Regular Meeting. Motion Carried

Additions and Corrections

Madam Chair Clayton requested the addition of Update on ARPA Funds to 10C. Supervisor Kelley requested the addition of Isleview Road to C under Roads. Madam Chair Clayton requested the addition of Housekeeping and Open Meeting Law to 10D

A motion was made by Supervisor Schack and seconded by Supervisor Gilbert to approve the addition of Update on ARPA Funds, Isleview Road, Housekeeping/Open Meeting Law and approve the Regular Agenda. Motion carried.

Business from the Floor

Dave Cowan introduced himself and his son, Kacey Cowan. The Cowan's reside at 28125 Sunny Beach Road and Kasey is requesting from the board a soccer net for the community at Wendigo Park. Kasey is an avid soccer player and is trying out for junior varsity. Kasey provided a hand-out to the board regarding the cost of a soccer net. The total for the net including shipping would be \$1,219.98. Discussion followed.

A motion was made by Supervisor Schack and Supervisor Davies to approve the request to purchase a soccer net at the Wendigo Park in the amount of \$1,219.98. Motion carried.

Consent Agenda

Anderson Cemetery Deed
Sokoloski Cemetery Deed
Wahlstrom III Cemetery Deed

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to approve the Consent Agenda as delineated above. Motion carried.

Roads

Road Update

Supervisor Kelley did not have much on roads other than the storm damage which Supervisor Schack will talk about under Recreation.

SEH Agreement for Professional Services (Tolerick Road)

Supervisor Kelley shared information that SEH has the authority to start the Tolerick Road project. SEH is scheduled to have quotes for the board at the next meeting.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve and sign the Agreement for Professional Services. Motion carried.

Isleview Road

Supervisor Kelley received a phone call from a resident on Isleview Road regarding the city stretch of the road and having repairs done. The city is looking for an agreement to repair the road being that Isleview Road is mainly used by Harris Township residents rather than city residents. Supervisor Kelley stated it is against State statute for Harris Township to spend money outside of the Township borders. Matt Wegwerth, city engineer, would like a letter from Harris Township stating what the statute states.

Madam Chair Clayton brought up the Joint Road Powers Agreement between the township and the city regarding Isleview Road. Discussion followed. Madam Chair Clayton will send a letter to Matt Wegwerth.

Recreation

Firewise

Supervisor Schack spoke with John Moore who is the head of the Firewise program and mentioned to him that we had a storm come through our area and take a lot of trees down. Firewise will pick the brush up around your house. Residents that would like brush to be picked up will need to have a tracking form filled out and turned in. The brush will need to be piled up by the road. If residents do not complete the form, brush will not be picked up. To get the tracking form you can call Supervisor Schack at 218-340-8852 or email him at supervisorehpt@gmail.com. Information will be placed on the township Facebook page.

Storm Damage Cleanup

Supervisor Schack informed the board that the Sunny Beach Road and Mishawaka Road have been cleaned up by maintenance, trees in the right of way have been removed. The crew are starting on the smaller roads.

Supervisor Schack is asking that when the crews are out working to please slow down.

Correspondence

Network Opportunities Team Meeting Minutes of June 23, 2021

Madam Chair Clayton attended and stated these are good meetings with good representation and that all attendees have something to offer to the meeting.

Old Business

Bergen Seal Coating Agreement

Supervisor Schack spoke with Jerry VanDyke from Bergen and had inquired as to why the Sunny Beach Road was such a high cost (\$12,600.00). Jerry is scheduled to come to Grand Rapids in late August, early September. Jerry and Supervisor Schack plan to go look at the Sunny Beach Road to look at the areas, ect.

Supervisor Kelley would like to join Jerry VanDyke and Supervisor Schack when they go look at Sunny Beach Road and have Jerry show them the cracks that need repair. Both Supervisor Kelley and Supervisor Schack commented that Bergen has been very good to work with.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the Bergen Seal Coating Agreement. If there are changes to the Sunny Beach Road cost those changes will come forward to the board. Motion Carried

New Business

Quotes on Town Hall Garage

Madam Chair Clayton spoke with John Mocol from MATIT and had sent him pictures of the damages to the Hall garage. John is setting up a claim and would like Harris Township to keep track of the time spent on clean up. Harris Township will need to get a contractor to come look at damages and get an estimate. The estimate then will go to John to determine if MATIT will need to send an adjustor. Discussion followed.

A motion was made by Supervisor Gilbert and seconded by Supervisor Schack to move forward with getting quotes for the Town Hall Garage. Motion carried.

Township Legal Seminar

Madam Chair Clayton shared information with the board for this seminar. The entire board would like to attend the Township Legal Seminar on Saturday October 16, 2021 from 9 a.m. to 4 p.m. at Cotton Town Hall. Clerk Riendeau will register the board.

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the board attending the Township Legal Seminar on October 16, 2021. The clerk will post the legal seminar. Motion carried.

MN Association of Townships District 11 Meeting Notice

Madam Chair Clayton shared information on the MN Association of Townships Meeting which will be held on August 25, 2021 at 6 p.m. This is a zoom meeting for board members to attend. The clerk will post the district 11 zoom meeting.

ARPA Funds

Madam Chair Clayton spoke with Sarah Carling about receiving the first half of ARPA Funds in the amount of \$171,370.67 which was deposited July 26, 2021. Harris Township will receive the second half in 2022.

Open Meeting Law and Housekeeping

Madam Chair Clayton would like to schedule this meeting for Supervisor Gilbert, Supervisor Davies, Clerk Riendeau and Treasurer Kopacek. After discussion it was decided the whole board would attend the meeting which will be on August 30, 2021 at 5:30 p.m. at the hall.

A motion was made by Supervisor Davies and Supervisor Schack to schedule a meeting regarding Open Meeting Law and Housekeeping for the entire board on August 30, 2021 at 5:30 p.m. at the Harris Townhall. Motion carried.

Treasure’s report – dated July 1, 2021

Approve Treasurers Report

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the Treasurers Report of July 2021 in the amount of \$2,060,703.15. Motion carried.

Approve the Payment of Bills

A motion was made by Supervisor Schack and seconded by Madam Chair Clayton to approve the payment of bills claims #20179 through #20187 and claims #20189 through #20198 and EFT #08112101 through #08112109 and EFT #0731202101 in the amount of \$19,929.30. Motion carried.

Public Input

There was no Public Input.

UPCOMING Events/Meetings

August 16, 2021	Work Session re Boat Landings/ARPA Fund	7:00 pm Town Hall
August 23, 2021	Work Session re Boat Landings/ARPA Fund	7:00 pm Town Hall
August 25, 2021	P and D Board Meeting	7:30 pm Town Hall
August 30, 2021	Work Session re Housekeeping/Open Mtg Law	5:30 pm Town Hall
August 30, 2021	Work Session re Boat Landings/ARPA Fund	7:00 pm Town Hall

Adjourn

There being no further business to come before the board, a motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to adjourn the meeting at 8:25 pm.

Prepared by: _____
Beth Riendeau, Clerk

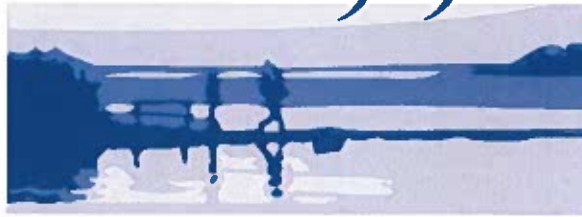
Signed by: _____
Peggy Clayton, Chair

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2B

Boat Landings/ARPA Funding Work Session
August 23, 2021
7:00 pm

Present: Madam Chair Peggy Clayton, Supervisors Ryan Davies, Dan Gilbert and Jim Kelley; Clerk Riendeau

Pledge to the Flag was conducted.

The purpose of the work session was to discuss more about boat landings and ARPA Funding in Harris Township.

Boat Landings Agreement

Madam Chair Clayton received an email from Kacey Stanek from the DNR. The email consisted of an attached draft of the Boat Landing agreement and stated it was out for review. Kacey also included in her email the DNR providing materials, labor and equipment. The DNR does not provide docks at no cost and the Township would be responsible for the parking lot maintenance. Discussion followed.

Sarah Carling had spoken with Madam Chair Clayton, and Sarah suggested using the \$10,000 from TED grant and to use those funds for the docks.

Madam Chair Clayton spoke to Burl Ives on the property across from Mishawaka landing which it was discovered that the property is owned by a family trust. Burl stated that the Township could still possibly purchase the lot which is 1.6 acres. Madam Chair Clayton is going to set up an appointment to speak with Andy Shaw.

ARPA Funds

Madam Chair Clayton talked about receiving ARPA funds, she explained that Harris Township has received \$170,000.00 and that these funds could be used on the Boat Landing projects.

A motion was made by Supervisor Gilbert and seconded by Supervisor Davies to adjourn the meeting at 7:30 pm.

Submitted by: _____
Beth Riendeau, Clerk

Signed by: _____
Peggy Clayton, Chair



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2C

Housekeeping/Open Meeting Law Work Session August 30, 2021 5:30 pm

Present: Madam Chair Peggy Clayton, Supervisors Mike Schack, Ryan Davies, Dan Gilbert and Jim Kelley; Treasurer Kopacek; Clerk Riendeau

Pledge to the Flag was conducted

The purpose of the work session was to discuss Housekeeping and the Open Meeting Law.

Open Meeting Law

Madam Chair Clayton handed out a packet regarding the Open Meeting Law and went over some of the violations. Some violations covered were:

- Refrain from commenting to any Board group email or text message. Always choose to respond to the sender (alone) and not "reply all".
- Refrain from discussing agenda items before the board meetings.
- Refrain from discussing an item with other board members with the intent of placing on the agenda.
- Board members should not whisper among themselves, pass notes, or exchange text messages while conducting a meeting.
- If you get a call from a constituent regarding an issue within the township, please ask that constituent if he/she has already discussed the situation with the board members.

Madam Chair Clayton and Clerk Riendeau expressed the importance of staying on the topic being discussed. The Clerk is the main point of contact if you have information to share with the Board. The Clerk then would relay information to the Board.

On-Site Inspections

Supervisor Davies asked about road/boat landing tours and if Board members can ride to sites in the same vehicle. It is not a violation to do this as Board members are not making decisions during these tours, the Board must wait for a meeting that is open to the public to discuss and decide the issues related to the inspection.

Changing and Approving Minutes

Madam Chair Clayton expressed the importance of reading the minutes before they are approved at a meeting.

Stipend/Pay Requests

Refer to the Admin Policy for stipend information.

Treasurer Kopacek spoke about PERA/FICA on pay requests and is going to remove them. She is going to send the Board a new pay request format to use.

Note: if anyone on the Board would like extra taken out of their pay request, please email Treasurer Kopacek the amount you want taken out.

A motion was made by Supervisor Kelly and seconded by Supervisor Davies to adjourn the meeting at 6:39 pm.

Submitted by: _____
Beth Riendeau, Clerk

Signed by: _____
Peggy Clayton, Chair



5A

Resolution 2021-019

**Resolution Authorizing Contract
With Interested Officer Under**

Minn. Stat. 471.88, subd. 5

WHEREAS, Town Board of **HARRIS** Township, **ITASCA** County, Minnesota is seeking the performance or acquisition of the following services of goods:

Plowing of roads, burials, ditch mowing, mowing, and other manual labor or services to the township as needed.

WHEREAS, **Ryan Davies** is a Supervisor of said Township and will be financially interested in the contract for the following described reason:

He is directly providing the service or goods to the Township as an independent contractor.

NOW, THEREFORE, BE IT RESOLVED that the Town Board, upon a unanimous vote of the Supervisors with the interested officer abstaining, finds that the contract price of **\$ 19.00** an hour is as low as, or lower than, the price at which the services or goods could be obtained elsewhere at this time; and

BE IT FURTHER RESOLVED, the Town Board, pursuant to Minn. Stat. 365.34; 471.88, subd. 5; and 471.89, does hereby authorize a contract with **Ryan Davies** for a price of **\$ 19.00**; payment to occur on the contract as agreed and upon the filing of a proper affidavit by the interested officer.

Adopted this 8th day of September 2021.

Attested: _____

Town Clerk

BY THE TOWN BOARD

Chair person or other if the chair is contracting



Supervisor Clayton introduced the following resolution at the Regular Meeting held on September 8, 2021:

5B

Resolution No. 2021-020

A RESOLUTION ADOPTING THE LEVY COLLECTABLE IN 2022

WHEREAS the voters of Harris Township met at their annual meeting, held March 9, 2021, and voted to approve the levies;

WHEREAS the Harris Town Board concurred with the voters and the proposed levies as presented at the annual meeting;

THEREFORE, BE IT RESOLVED, to adopt the following levies, collectable in 2022:

General Fund Operations	\$130,000
Historical Society (\$1/pp of 2010 census)	\$ 3,253
Itasca Co. Agricultural Assoc. (Fair Board)	\$ 1,000
Road and Bridge Fund	\$625,000
Equipment Fund	\$ 17,000
Cemetery Fund	\$ 7,000
Recreation Fund	\$ 40,000
Building & Grounds Fund	\$ 38,000
Fire Fund	\$135,000
Capital Improvement Fund	\$130,000
Total levy collectible in 2022	\$1,126,253

Adopted this 8th day of September 2021.

Peggy Clayton, Madam Chair

Attest:

Beth Riendeau, Clerk

Supervisor _____ made a motion, seconded by Supervisor _____, to approve the foregoing Resolution #2021-020, and the following voted in favor thereof:

Those opposed: none

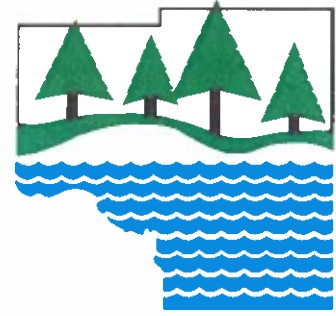
Thereby the resolution was declared passed and adopted this 8th day of September 2021.



JEFFREY T. WALKER

ITASCA COUNTY
AUDITOR/TREASURER
ITASCA COUNTY COURTHOUSE
123 NE 4TH ST.
GRAND RAPIDS, MINNESOTA 55744-2681

OFFICE 218-327-2860
FAX 218-327-7426



DATE: July 27, 2021
TO: Township Clerks
RE: 2022 Property Tax Levy Certification Procedures

Enclosed is the form for submitting your 2022 Township Levy Certification to us. The due date for certification to the County is **SEPTEMBER 30, 2021**. In 2014, the due date for counties and cities' proposed levies was changed from September 15 to September 30. In 2018 MN Statute 275.065, Subdivision 1 was amended to include townships and special taxing districts so the due date for all taxing jurisdictions is the same for proposed levies. The Department of Revenue will grant no extension of this deadline. However, in most cases, this levy certification will be the levy that your township adopted at its annual town meeting in March of 2021, so please submit this levy certification form to us as early as possible. If the Township Board changes the levy at a special town meeting after September 30, 2021, the Township must recertify its levy to the County Auditor no later than December 28, 2021.

Minnesota Statute 365.43, Subdivision 1 has been amended to redefine the limit imposed on town spending so that spending may not exceed total revenue without a vote of the town electors. Total revenue is defined to include property tax levies, revenue from all other sources, and amounts carried forward (reserves). The old language limited spending to the property tax levy.

Failure to certify a proposed levy. If a taxing authority fails to certify its proposed levy by the due dates specified in this section, the county auditor shall use the authority's previous year's final certified levy for purposes of determining its proposed taxes notices.

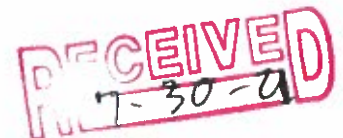
Also, if you have any special assessments, including delinquent utility bills, that you wish to certify to this office as a special assessment for inclusion in the 2022 payable taxes on a parcel, please submit these, along with the parcel numbers to certify to, by **November 30, 2021**.

If you have any questions regarding completion of this tax levy form, please contact me at (218) 327-2887. Thank you.

Sincerely,

Debra R. Davis
Chief Deputy Auditor/Treasurer

Enclosure



2022 TOWNSHIP TAX LEVY CERTIFICATION

STATE OF MINNESOTA
COUNTY OF ITASCA

TOWNSHIP OF _____

TO THE COUNTY AUDITOR/TREASURER OF SAID COUNTY:

I, the undersigned clerk of the Township above named and custodian of its records, do hereby certify that at the Annual Town Meeting held in the Town of _____, Minnesota, on the second Tuesday, being the _____ day of March, 2021, the following amounts were voted to be levied by taxation of said Town as appears from the records in my office, for the year payable 2022. Please round levy amounts to whole dollars.

FUND	CERTIFIED LEVY
REVENUE	
ROAD AND BRIDGE	
FIRE	
TOTAL CERTIFIED LEVY	

Dated this _____ day of _____, 2021

Signature, Township Clerk

Town of _____, Itasca County, MN

PLEASE PROVIDE THE MAILING ADDRESS AND TELEPHONE NUMBER OF THE CONTACT PERSON YOU WOULD LIKE PRINTED ON THE PROPOSED TRUTH IN TAXATION NOTICES.

NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NUMBER: _____

E-MAIL ADDRESS: _____

Please return this form to Debra Davis, Itasca County Auditor/Treasurer's Office, 123 NE 4th Street, Grand Rapids, MN 55744 **on or before SEPTEMBER 30, 2021**. Thank You.

Agreement for Professional Services



This Agreement is effective as of September 8, 2021, between Harris Township (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: Harris Township 2021 Miscellaneous Services.

Client's Authorized Representative: Peggy Clayton – Board Chair
Address: 21998 Airport Road
Grand Rapids, MN 55744
Telephone: 218.327.1351 **email:** supervisorchtp@gmail.com

Project Manager: Bob Beaver, PE (MN)
Address: 21 NE 5th Street, Suite 200
Grand Rapids, MN 55744
Telephone: 218.322.4502 **email:** bbeaver@sehinc.com

Scope of Services: The Basic Services to be provided by Consultant as set forth herein are provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 07.14.16), which is incorporated by reference herein and subject to Exhibits attached to this Agreement.

Tasks will be set up as needed for specific services. Task 1 will be for miscellaneous services that require only a few hours of time. An example would be if the Township requested SEH to complete a site visit and review a drainage issue and prepare a memo to the Board on the findings. Other tasks will be for a defined activity. Task 2 will be the Mishawaka Boat Landing, Task 3 will be the LaPlant boat landing and Task 4 will be the survey services for the parcel north of the cemetery. Additional tasks can be added as needed in the future.

Task 1 - Miscellaneous Services: Services will be provided for small items that require only a few hours to complete. Some examples of these services would include; cost estimates, site visits to review drainage issues, easement review and layout and CAD drawings. These activities would be defined as requested by the Township.

Task 2 – Mishawaka Boat Landing: Boundary activities will include; locating the property lines and identify property pins that are in place and property pins that need to be set at some point. This landing is part of a plat that has some good field information already in place. The topographic survey activities will include; gathering field data for existing surface features and preparing an electronic base drawing created that would display the water's edge, boat landing, access roads, parking areas, contours for the entire parcel, connection to Mishawaka Road and any other useful field data.

Task 3 – LaPlant Boat Landing: Boundary activities will include: locating the property lines and identify property pins that are in place and property pins that need to be set at some point. This landing is part of a meets and bounds described area. This type of description takes more time to research and determine if there are gaps or overlaps with the adjoining properties. The topographic survey activities will include: gathering field data for existing surface features and preparing an electronic base drawing created that would display the water's edge, boat landing, access roads, parking areas, contours for the entire parcel, connection to Mishawaka Road and any other useful field data.



Task 4 – Survey Services – Parcel North of Cemetery: Determine if the parcel can be split without a minor sub-division. If it can be split, complete boundary activities, determine how to split the parcel, create certificate of survey, and set property pins.

Schedule: Schedule to be determine by client at time of requested service.

Payment: Tasks that are clearly definable will have set fees prior to starting the work and will be completed either on a lump sum or an hourly basis. Tasks that are not possible to clearly define (example - Task 1 Miscellaneous Services) will have an estimated fee and will be completed on an hourly basis. Fees for the different tasks included in this proposal are as follows:

Task 1 – Miscellaneous Services - An hourly place holder fee of \$2,500 will be used to set up Task 1

Task 2 – Mishawaka Boat Landing – A lump sum fee of \$2,300 was presented to and accepted by the Township Board on August 25, 2021.

Task 3 – LaPlant Boat Landing – A lump sum fee of \$2,800 was presented to and accepted by the Township Board on August 25, 2021.

Task 4 – Survey Services – Parcel North of Cemetery – An hourly not to exceed fee of \$4,300 was presented to and accepted by the Township Board on July 18, 2018, and discussed again at the August 25, 2021, meeting.

The payment method, basis, frequency, and other special conditions are set forth in attached Exhibit A-1 and Exhibit A-2.

Other Terms and Conditions: Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None

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Short Elliott Hendrickson Inc.

Harris Township

By: 

Bob Beaver, PE
Title: Client Service Manager / Principal

By: _____
Title: _____

General Conditions of the Agreement for Professional Services

SECTION I – SERVICES OF CONSULTANT

A. General

1. Consultant agrees to perform professional services as set forth in the Agreement for Professional Services or Supplemental Letter Agreement ("Basic Services"). Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder.

B. Schedule

1. Unless specific periods of time or dates for providing services are specified, Consultant's obligation to render services hereunder will be for a period which may reasonably be required for the completion of said services.
2. If Client has requested changes in the scope, extent, or character of the Project or the services to be provided by Consultant, the time of performance and compensation for Consultant's services shall be adjusted equitably. The Client agrees that Consultant is not responsible for damages arising directly or indirectly from delays beyond Consultant's control. If the delays resulting from such causes increase the cost or the time required by Consultant to perform its services in accordance with professional skill and care, then Consultant shall be entitled to a equitable adjustment in schedule and compensation.

C. Additional Services

1. If Consultant determines that any services it has been directed or requested to perform are beyond the scope as set forth in the Agreement or that, due to changed conditions or changes in the method or manner of administration of the Project, Consultant's effort required to perform its services under this Agreement exceeds the stated fee for Basic Services, then Consultant shall promptly notify the Client regarding the need for additional services. Upon notification and in the absence of a written objection, Consultant shall be entitled to additional compensation for the additional services, and to an extension of time for completion of additional services absent written objection by Client.
2. Additional services shall be billed in accord with agreed upon rates, or if not addressed, then at Consultant's standard rates.

D. Suspension and Termination

1. If Consultant's services are delayed or suspended in whole or in part by Client, or if Consultant's services are delayed by actions or inactions of others for more than 60 days through no fault of Consultant, then Consultant shall be entitled to either terminate its agreement upon 7 days written notice or, at its option, accept an equitable adjustment of rates and amounts of compensation provided for elsewhere in this Agreement to reflect reasonable costs incurred by Consultant.
2. This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.
3. This Agreement may be terminated by either party upon thirty days' written notice without cause. All provisions of this Agreement allocating responsibility or liability between the Client and Consultant shall survive the completion of the services hereunder and/or the termination of this Agreement.
4. In the event of termination, Consultant shall be compensated for services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses.

SECTION II – CLIENT RESPONSIBILITIES

A. General

1. The Client shall, in proper time and sequence and where appropriate to the Project, at no expense to Consultant, provide full information as to Client's requirements for the services provided by Consultant and access to all public and private lands required for Consultant to perform its services.
2. The Consultant is not a municipal advisor and therefore Client shall provide its own legal, accounting, financial and insurance counseling and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant's services, including but not limited to, previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning, deed and other land use restrictions; as-built drawings, electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.
3. Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant's services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide services in a timely manner.
4. Client shall require all utilities with facilities within the Client's Project site to locate and mark said utilities upon request, relocate and/or protect said utilities as determined necessary to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant's reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.
5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose.

SECTION III – PAYMENTS

A. Invoices

1. Undisputed portions of invoices are due and payable within 30 days. Client must notify Consultant in writing of any disputed items within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) for invoices 30 days past due. Consultant reserves the right to retain Instruments of Service until all invoices are paid in full. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of withholding services or Instruments of Service until all invoices are paid in full. Consultant shall be entitled to recover all reasonable costs and disbursements, including reasonable attorney's fees, incurred in connection with collecting amounts owed by Client.
2. Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.
3. Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices without the necessity of any mediation proceedings.

SECTION IV – GENERAL CONSIDERATIONS

A. Standards of Performance

1. The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily exercised by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with its services.
2. Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with its construction contract or the construction documents prepared by Consultant. Client acknowledges Consultant will not direct, supervise or control the work of construction contractors or their subcontractors at the site or otherwise. Consultant shall have no authority over or responsibility for the contractor's acts or omissions, nor for its means, methods or procedures of construction. Consultant's services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety or furnishing or performing any of the Contractor's work.
3. If requested in the scope of a Supplemental Letter Agreement, then Consultant may provide an Opinion of Probable Construction Cost. Consultant's Opinions of Probable Construction Cost provided for herein are to be made on the basis of Consultant's experience and qualifications and represent Consultant's best judgment as a professional generally familiar with the industry. However, since Consultant has no control over the cost of labor, materials, equipment or service furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that proposals, bids or actual construction cost will not vary from Opinions of Construction Cost prepared by Consultant. If Client wishes greater assurance as to probable Construction Cost, Client shall employ an independent cost estimator or negotiate additional services and fees with Consultant.

B. Indemnity for Environmental Issues

1. Consultant is not a user, generator, handler, operator, arranger, storer, transporter or disposer of hazardous or toxic substances, therefore the Client agrees to hold harmless, indemnify and defend Consultant and Consultant's officers, directors, subconsultant(s), employees and agents from and against any and all claims, losses, damages, liability and costs, including but not limited to costs of defense, arising out of or in any way connected with, the presence, discharge, release, or escape of hazardous or toxic substances, pollutants or contaminants of any kind at the site.

C. Limitations on Consultant's Liability

1. The Client hereby agrees that to the fullest extent permitted by law, Consultant's total liability to the Client for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including, but not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not exceed five hundred thousand dollars (\$500,000). In the event Client desires limits of liability in excess of those provided in this paragraph, Client shall advise Consultant in writing and agree that Consultant's fee shall increase by 1% for each additional five hundred thousand dollars of liability limits, up to a maximum limit of liability of five million dollars (\$5,000,000).
2. Neither Party shall be liable to the other for consequential damages, including, without limitation, lost rentals, increased rental expenses, loss of use, loss of income, lost profit, financing, business and reputation and for loss of management or employee productivity, incurred by one another or their subsidiaries or successors, regardless of whether such damages are foreseeable and are caused by breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them.
3. It is intended by the parties to this Agreement that Consultant's services shall not subject Consultant's employees, officers or directors to any personal legal exposure for the risks associated

with this Agreement. The Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against Consultant, and not against any of Consultant's individual employees, officers or directors, and Client knowingly waives all such claims against Consultant individual employees, officers or directors.

D. Assignment

1. Neither party to this Agreement shall transfer, sublet or assign any rights under, or interests in, this Agreement or claims based on this Agreement without the prior written consent of the other party. Any assignment in violation of this subsection shall be null and void.

SECTION V – DISPUTE RESOLUTION

A. Mediation

1. Any dispute between Client and Consultant arising out of or relating to this Agreement or services provided under this Agreement, (except for unpaid invoices which are governed by Section III), shall be submitted to nonbinding mediation as a precondition to litigation unless the parties mutually agree otherwise. Mediation shall occur within 60 days of a written demand for mediation unless Consultant and Client mutually agree otherwise.

B. Litigation – Choice of Venue and Jurisdiction

1. Any dispute not settled through mediation shall be settled through litigation in the state where the Project at issue is located.

SECTION VI – INTELLECTUAL PROPERTY

A. Proprietary Information

1. All documents, including reports, drawings, calculations, specifications, CADD materials, computers software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Service ("Instruments of Service") and Consultant retains all ownership interests in Instruments of Service, including all available copyrights.
2. Consultant shall retain all of its rights in its proprietary information including, without limitation, its methodologies and methods of analysis, ideas, concepts, expressions, inventions, know how, methods, techniques, skills, knowledge and experience possessed by Consultant prior to, or acquired by Consultant during, the performance of this Agreement and the same shall not be deemed to be Work Product or Work for Hire and Consultant shall not be restricted in any way with respect thereto.

B. Client Use of Instruments of Service

1. Provided that Consultant has been paid in full for its services, Client shall have the right in the form of a license to use Instruments of Service resulting from Consultant's efforts on the Project. Consultant shall retain full rights to electronic data and the drawings, specifications, including those in electronic form, prepared by Consultant and its subconsultants and the right to reuse component information contained in them in the normal course of Consultant's professional activities. Consultant shall be deemed to be the author of such Instruments of Service, electronic data or documents, and shall be given appropriate credit in any public display of such Instruments of Service.
2. Records requests or requests for additional copies of Instruments of Services outside of the scope of services are available to Client subject to Consultant's current rate schedule.

C. Reuse of Documents

1. All Instruments of Service prepared by Consultant pursuant to this Agreement are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other Project. Any reuse of the Instruments of Service without written consent or adaptation by Consultant for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to Consultant; and the Client shall release Consultant from all claims arising from such use. Client shall also defend, indemnify and hold harmless Consultant from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting from reuse of Consultant documents without written consent.

Exhibit A-1
to Agreement for Professional Services
Between Harris Township (Client
and
Short Elliott Hendrickson Inc. (Consultant)
Dated September 8, 2021

Payments to Consultant for Services and Expenses
Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment. The hourly rates are attached and included with Exhibit A-1.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services and shall be paid for as described in this Agreement but instead are reimbursable expenses required in addition to hourly charges for services:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

SEH Hourly Billable Rate Range

Classification	Billable Rate⁽¹⁾
Office Staff	
Principal	\$160.00 - \$255.00
Project Manager	\$140.00 - \$230.00
Senior Project Specialist	\$135.00 - \$210.00
Senior Project Engineer	\$140.00 - \$215.00
Project Engineer	\$105.00 - \$165.00
Staff Engineer	\$85.00 - \$125.00
Senior Project Architect	\$120.00 - \$205.00
Project Architect	\$100.00 - \$150.00
Staff Architect	\$85.00 - \$110.00
Senior Project Scientist	\$130.00 - \$170.00
Project Scientist	\$85.00 - \$125.00
Staff Scientist	\$80.00 - \$100.00
Senior Project Planner	\$130.00 - \$200.00
Project Planner	\$95.00 - \$140.00
Staff Planner	\$75.00 - \$100.00
Project GIS Analyst	\$90.00 - \$150.00
Lead Technician	\$100.00 - \$160.00
Senior Technician	\$85.00 - \$135.00
Technician	\$65.00 - \$110.00
Word Processor	\$55.00 - \$99.00
General Clerical	\$55.00 - \$99.00
Graphic Designers	\$90.00 - \$125.00
Field Staff	
Licensed Land Surveyor	\$110.00 - \$150.00
Lead Project Representative	\$95.00 - \$145.00
Sr. Project Representative	\$90.00 - \$135.00
Project Representative	\$70.00 - \$125.00
Survey Crew Chief	\$85.00 - \$125.00
Survey Instrument Operator	\$60.00 - \$95.00

Effective: September 8, 2021
Expires: December 31, 2021



SEH Schedule of Expenses – 2021

Vehicle Mileage Rates

Current IRS rate if IRS rate is whole cents, otherwise rounded down to nearest whole cent.

Vehicle Allowance Costs

Resident Project Representative \$16.00/day
 Survey and Field Vehicle \$4.50/hour + mileage as referenced above

Survey Equipment

Robotic Total Station \$30.00/hour
 Global Positioning System (GPS) \$30.00/hour

Computer Equipment

Computer Charges per Direct Hour of Labor \$3.00/hour

Other Equipment Expenses

SEH uses many different types of equipment, such as traffic counters; flow meters; air, water, and soil sampling kits; inspection cameras; density meters; and many others. Our equipment is frequently upgraded to utilize current technology. You will be charged for equipment usage per your agreement with SEH.

Rates are subject to change.

Identifiable Reproduction and Reprographic Costs ⁽¹⁾ ⁽²⁾

Item	8½x11	11x17	Large Format	Per Item	
Black/White Copy ⁽³⁾	0.07	0.24	0.95 + 0.50/sq. ft.		
Color Copy ⁽³⁾	0.46	1.02	0.95 + 2.55/sq. ft.		
Mylar			5.00		
CD Copy				3.00	
Lamination	2.00	3.50	3.50/sq. ft.		
Laminated Foamcore					
– up to 30"x 42"			40.00		
– larger than 40"x 60"			75.00		
3-Ring Binder	size	1"	2"	3"	4"
	cost	3.20	4.80	5.60	7.24
Machine Folding				0.02	
Binding					
wire				3.60	
comb				3.20	
Covers					
custom				0.15	
blank				0.03	
Tabs (white)				0.20	
Mailing/Processing				UPS or USPS rates	

(1) prices include operator time

(2) prices denote single-sided printing

(3) standard stock, white paper used for pricing

Prices are subject to change and may not be accompanied by immediate notification.



Building a Better World
 for All of Us™

SHORT ELLIOTT HENDRICKSON INC.

Exhibit A-2
to Agreement for Professional Services
Between Harris Township (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated September 8, 2021

Payments to Consultant for Services and Expenses
Using the Lump Sum Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Lump Sum Basis Option

The Client and Consultant select the Lump Sum Basis for Payment for services provided by Consultant. During the course of providing its services, Consultant shall be paid monthly based on Consultant's estimate of the percentage of the work completed. Necessary expenses and equipment are provided as a part of Consultant's services and are included in the initial Lump Sum amount for the agreed upon Scope of Work. Total payments to Consultant for work covered by the Lump Sum Agreement shall not exceed the Lump Sum amount without written authorization from the Client.

The Lump Sum amount includes compensation for Consultant's services and the services of Consultant's Consultants, if any for the agreed upon Scope of Work. Appropriate amounts have been incorporated in the initial Lump Sum to account for labor, overhead, profit, expenses and equipment charges. The Client agrees to pay for other additional services, equipment, and expenses that may become necessary by amendment to complete Consultant's services at their normal charge out rates as published by Consultant or as available commercially.

B. Expenses Not Included in the Lump Sum

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client and shall be paid for as described in this Agreement.

1. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
2. Other special expenses required in connection with the Project.
3. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses not included in the Lump Sum amount.

Grand Rapids Area Cable Commission

May 10, 2021

12 Noon, via Zoom

Members Present: Peggy Clayton, Michelle Toven, Lisa Mrnak, Greg Tuttle

ICTV Staff Present: Jennifer Vail-Storrs, Stephani Crecelius

Clayton called the meeting to order at 12:04 p.m.

Agenda

Mrnak motioned to accept the agenda as it stands. Tuttle 2nd.

Motion carried unanimously.

Minutes

Tuttle motioned to accept the minutes of the previous meeting (Feb. 1, 2021). Toven 2nd.

Motion carried unanimously.

Financials

Toven motioned to accept the financials. Tuttle 2nd.

Motion carried unanimously.

Correspondence/Approval of Bills/Approval of Secretarial Fees

Clayton motioned to approve paying the secretarial fee of \$75. Toven 2nd.

Motion carried unanimously.

Mrnak motioned to approve paying MACTA Membership fees for 2021/2022 at \$580 and 2022/2023 not to exceed \$600, paid online by administration. Toven 2nd.

Motion carried unanimously.

Old Business

Franchise and PEG Fees Updates

- The Franchise agreement for Grand Rapids is ready to go before the City Council, which will occur tonight (May 10, 2021)
- ICTV will have one HD channel
- ICTV will go from 3 channels (Government, Educational, Bulletin) to 2, eliminating the bulletin channel and running bulletins between programming on both the Government and Educational channels
- After this agreement passes the City Council, it can be sent out to LaPrairie, Cohasset, and Harris to allow for similar Franchise agreements with those communities.



New Business

Funding Tightrope Media System upgrade

- Due to a system failure, ICTV was forced to upgrade the Tightrope system, which runs all On Demand, channel, and livestream viewing. This system was due for an upgrade this year.
- ICTV is asking \$20,300.00 of GRACC to help pay specifically for the VIO portion of the upgrade. The VIO stores and runs all of the local government programming.
- The system has already been installed and paid for. It is running well and is predicted to last for 4-5 years before needing any work or replacement.

Tuttle motioned to approve paying ICTV \$20,300.00 to cover the cost of the VIO system. Toven 2nd.

Motion carried unanimously.

ICTV Report

- ICTV will be reopening our office on Monday, May 17. All staff are fully vaccinated.
- Essentia Health in Deer River hired ICTV to complete 3 projects about their new stroke and urgent care departments. The projects have been completed and very well received. Essentia Deer River has asked to continue making more video projects with ICTV.
- There is new programming rolling out slowly. ICTV hosted and recorded 2 In-Studio sessions this past week. One featured local DNR Officer Tom Sutherland speaking about the MN fishing opener, the other with discussion of the racial documentary, Colored Lines.
- ICTV has purchased 2 DSLR cameras and will be using them as our field cameras. Current field cameras will be rotated in to the studio and the old studio cameras will be sold.

Mrnak motioned to close the meeting. Tuttle 2nd.

Clayton closed the meeting at 12:34 p.m.

GREATER GRAND RAPIDS AREA CABLE T.V. COMMISSION
STATEMENT OF REVENUES AND EXPENDITURES
For the period January 1 - August 31, 2021

Beginning Cash Balance - 01/01/21

\$ 48,562

REVENUES.

	BUDGET	ACTUAL TO 8/31/21	% OF BUDGET	REMAINING BUDGET	
FEES					
City of Grand Rapids	\$ 123,300	\$ 97,115	79%	\$ 26,245	
City of LaPrairie	5,520	4,274	77%	1,246	
Harris Township	27,300	22,584	83%	4,776	
City of Cohasset	38,000	28,489	75%	7,511	
Total Franchise Fees	<u>192,240</u>	<u>152,462</u>	<u>79%</u>	<u>39,778</u>	
Paul Buryan Peg Fees	24,124	17,519	73%	6,605	
Mediacom Peg Fees	27,880	21,066	76%	6,814	
Total Peg Fees	<u>52,004</u>	<u>38,585</u>	<u>74%</u>	<u>13,419</u>	
TOTAL FEES	244,244	191,047		53,197	
MISCELLANEOUS					
Fund Balance Usage	-	-	0%	-	
Miscellaneous	-	-	0%	-	
Interest from Investments	100	157	157%	(57)	
TOTAL REVENUE	<u>244,344</u>	<u>191,204</u>	<u>78%</u>	<u>53,140</u>	<u>191,204</u>
TOTAL CASH AVAILABLE					239,786
EXPENDITURES:					
Administrative Fees	7,330	5,731	78%	1,599	
Consultants	-	-	0%	-	
Legal	10,000	-	0%	10,000	
Other Contracted Services	300	150	50%	150	
Seminar/Meetings	2,000	-	0%	2,000	
Postage	-	-	0%	-	
Copy Supplies	-	-	0%	-	
General Insurance	1,400	1,332	95%	68	
Maint Contract (Copy Machine)	-	-	0%	-	
Miscellaneous	-	-	0%	-	
Dues/Subscriptions	650	580	89%	70	
ICTV - Donations/Franchise Fees	153,792	121,970	79%	31,822	
ICTV - PEG Fees	52,004	38,585	74%	13,419	
ICTV - Annual Donations	-	-	0%	-	
ICTV - Capital Contribution	-	-	0%	-	
Other Donations	-	20,300	0%	(20,300)	
Capital Outlay-Eqpt	-	-	0%	-	
TOTAL EXPENDITURES	<u>227,476</u>	<u>188,648</u>	<u>83%</u>	<u>\$ 38,828</u>	<u>188,648</u>
REVENUE > EXPENDITURES	<u>\$ 16,868</u>	<u>\$ 2,556</u>			

CASH AVAILABLE TO CABLE TV COMMISSION AS OF 8/31/21

\$ 51,118

Cash - Restricted - Legal Fees

\$ 31,386

Stromberg Construction LLC

41372 Little Clara Drive
Deer River, MN 56636 US
218-246-2926
stromcon@paulbunyan.net
strombergconstruction.net



Estimate

ADDRESS

Harris Town Hall.
Mn
Grand Rapids, MN 55744

ESTIMATE

1085

DATE

08/20/2021

DESCRIPTION	AMOUNT
REMOVE EXISTING SHINGLES, NAILS & DEBRIS FROM ROOF AREA ON GARAGE.	
REOMOVE EXISTING DAMAGED PLYWOOD, RAFTER TAILS & SUB FASCIA & PREP FOR NEW.	
SISTER ON NEW RAFTER TAILS FASTEN TO EXISTING TRUSSES ONE SHEET OF NEW OSB ROOF SHEATING & NEW SUB FASCIA BOARDS.	
INSTALL NEWF-CHANNEL, VENTED SOFFIT & NEW ALUMINUM 6" FASCIA FASTEN TO WALLS & SUB FASCIA,	
RE- INSTALL EXISTING J- CHANNEL & SIDING WERE NEEDED.	
CLEAN INTIRE SITE & HAUL ALL DEBRIS TO LAND FILL.	
MATERIAL & LABOR COSTS FOR ROOFING PROJECT.	4,750.00
TOTAL	\$4,750.00

Accepted By

Accepted Date

40

10A

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 Beth Rendeau 244-1811
harristownship.clerk@gmail.com



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

“Meet Your Harris Township Board!”

INSIDE THIS ISSUE:

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Vice Chair Michael Schack	2
Supervisor Jim Kelley	3
Supervisor Dan Gilbert	3
Supervisor Ryan Davies	4

Hall Rental:
Call Terri at 218-398-5033
We have you covered in Harris Township!

Harris Township Board Meeting Schedule

Harris Town Board is scheduled to meet twice a month, at 7:30 pm at the Harris Town Hall:
The Regular Meeting is held on the 2nd Wednesday of every month.
The Planning and Development Meeting (aka P&D Mtg) is held on the 4th Wednesday of every month.

Both meetings are broadcast live on ICTV public access cable television, and can also be viewed online via their website:
www.watchictv.org.

Harris Township Board is a five-member board of supervisors. Each Supervisor serves a 4-year term.

CURRENT OFFICERS:

Supervisor, Seat A, Ryan Davies: 218-929-0610
Email: supervisorahtp@gmail.com
Appointed April 28, 2021, to serve the term to November 2022 Election
Network Opportunities Alternate and Northwest Gas Joint Powers Board Alternate

Supervisor, Seat B: Dan Gilbert: 218-259-4967
Email: supervisorbhtp@gmail.com
Elected November 2020, term expires 12/2024
Weed Inspector, Road Inspections, Boat Landings Alternate, Maintenance Crew Leader Alternate, Safety Representative, Cable Commission Representative Alternate, Park/Cemetery Inspections Alternate

Madam Chair Supervisor, Seat C: Peggy Clayton 218-259-1551
Email: supervisorchtp@gmail.com
Appointed September 2016; Elected 3/2017 Re-elected 11/2020; Term expires 12/2024
Cable Commission, Network Collaborative Committee, Human Resources, Park/Cemetery Inspections, County Planning Commission, Northwest Gas Joint Powers Board

Supervisor, Seat D: Jim Kelley: 218-327-0317
Email: supervisordhtp@gmail.com Elected 5/2014 - during a special election, Re-elected 11/2018; Term expires 12/2022
Road Inspections, Rinks, County Planning Commission, Alternate Vice Chair

Supervisor, Seat E: Mike Schack: 218-340-8852
Email: supervisorehtp@gmail.com
Elected 3/2017 Re-elected 11/2018; Term Expires 12/2022
Trails Task Force, Maintenance Supervisor, Firewise Safety Representative, Road Inspections, Boat Landings, Weed Inspector Alternate, Human Resources Alternate

Chair Peggy Clayton



My name is Peggy Clayton. I was appointed to the township Board in 2016; was re-elected in 2017, and 2020. I am currently the Chair of the Board.

I am married to Richard Clayton, and have two children (Brad and Lindsay), two grandchildren, and one on the way. We have always resided in Harris Township! It was an easy decision to get involved with the township.

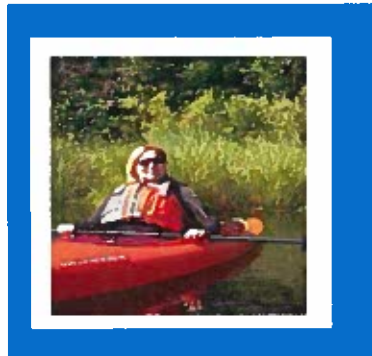
I am on the Board for several reasons. First being, I care about our township and felt strongly that I could make a difference. Secondly, I have 28 years of county government experience (16 in HR) that allowed me to make the township stronger. I had the expertise to create job descriptions for supervisors, assisted in moving forward with the appointed clerk and treasurer VS elected, as well as the interviewing and hiring of both positions, and creating resolutions and policies. My HR experience has also helped with HR concerns, issues, and questions within the township, as well as having first-hand contacts with various departments within the county structure.

I inspect our parks and cemetery, sit on the Network Opportunities Committee, Cable Commission, County Planning Commission and Northwest Gas Joint Powers Board, and Human Resources.

I love our township, and our wonderful working board, and will continue to work for the betterment of our township, and our constituents.

I can always be reached at 218-259-1551 for any of your questions and concerns!

Peggy Clayton



Vice-Chair Michael Schack

Greetings!

My name is Michael Schack and I reside in the Wendigo area of Harris Township. I am married to Barbara Grimsbo, and we live on the original Grimsbo homestead which has been in the family since 1940.

I am retired from Minnesota Power, previous to that job, I worked for Butler Taconite until its closing. I also attended the college of St. Scholastica where I received a BA degree in Business Management.

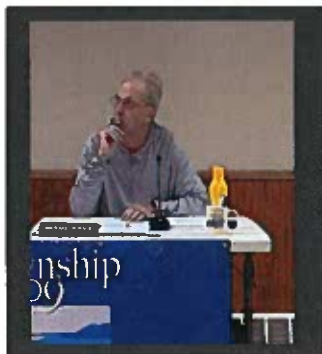
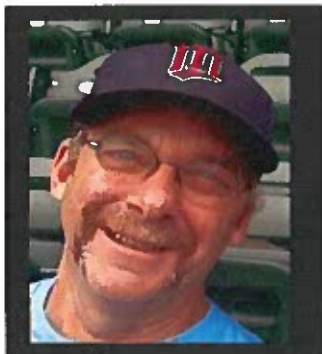
The main reason I ran for office, was that I had the time, and I did find out that it does take time! Also, a new face and perspectives are always positive. A more diverse board is always a good thing.

It has been quite the learning curve; problems have come up and together we have worked together with everyone bringing something to the table.

I feel that my work ethic has taught me to listen to all sides of a situation and I will continue to do so. It has and will continue to be an honor to serve on the Harris Board.

Thank you!
Mike Schack

Always available at 218-340-8852 or supervisorEHTP@gmail.com



Supervisor Jim Kelley

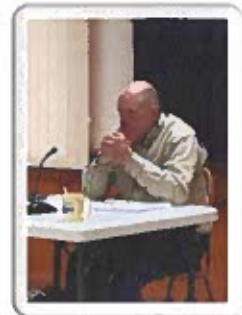
This issue of the newsletter has tasked us with telling you about ourselves. I have been on the board since 2014 and live off Harristown Road. My wife Marge and I moved into Harris township in 1997. We have 2 daughters, 3 granddaughters, and 1 great-daughter.

I moved to Grand Rapids in 1971 from Eastern Ohio, but have lived all over the world following my dad on jobs wherever they took him. I went to Grand Rapids High School from 1971-1973 when I graduated. During this time, I also drove school busses from 1972-1976 for ISD#318 and competed in the state and national school bus driving competition. I also started working for Ray Beckers Blacktopping in 1971 in Grand Rapids. Then I took a few years off excavation work and drove over the road for Simons Trucking from 1977-1981. I then found myself back working for Ray Beckers, until we parted ways in 1997. I started working for Greg & Dianne Lease at Lease Landscaping and Excavation, it is now 2021 and I am still there!

One of my other endeavors is serving as Chairman for the local Friends of NRA Banquet, which raises funds for youth shooting and education. I am also involved with the Itasca County Fair. That is me in a nutshell!

I was asked to run for the board in 2014 when we went to a 5- member board. It was something I tossed around from time to time and just finally went for it. I felt with my work background in roads and construction. I would be an asset to the board. I also love living in the township and wanted to keep it a nice place to raise our families.

Jim Kelley – 218-259-0317



Supervisor Dan Gilbert

Hi, my name is Dan Gilbert. I've lived in Harris Township all my life, except for when I put myself through college. I went to college in Arizona for my degree in Heavy Equipment Operation. After graduating, I returned to Minnesota and joined the local union where I operated Heavy Equipment for over 20 years. I then transitioned to my current position as the Duluth Area Business Agent for Local 49 Operating Engineers.

I made the decision to run for the Harris Township Board after attending their meetings and seeing how our local government worked. I decided to exercise my civil duty and do my part to help out our community.

I have been working hard for the residents of Harris Township, and hope to help in any way I can.

If you have any questions, please do not hesitate to contact me, whether it is about weeds, roads, boat landings, or more!

218-259-4967
supervisorbhtp@gmail.com

Thank you,
Dan Gilbert



Harris Township
c/o Peg Clayton
20876 Wendigo Park Road
Grand Rapids, MN 55744

Supervisor Ryan Davies

Hello to the Residents of Harris Township! I am thankful to the board for the opportunity to help serve

the community. I grew up in Harris Township and knew at a young age this is where I would like to raise

my family. In 2007, I purchased my home in Harris Township. My motivation to serve on the board is to

help make decisions for our community that will encourage people to stay here, and to raise their families in Harris Township.

I have worked in many communities over my career and know that we live in a great area. Our township has so much to offer.

I feel confident that my time working in the construction field will help me make the difficult decisions that the board sometimes has to make. Please reach out to me if you have any ideas or concerns

Ryan Davies

218-929-0610

Email: supervisorahtp@gmail.com



June 29, 2021

Town Board
Town of Harris
20876 Wendigo Park Road
Grand Rapids, MN 55744

We have audited the financial statements of the governmental activities and the General Fund of the Town of Harris (the "Town") for the year ended December 31, 2020, and have issued our report thereon dated June 29, 2021. Professional standards require that we provide you with the following information related to our audit:

Our Responsibility under Auditing Standards Generally Accepted in the United States

As stated in our engagement letter dated November 10, 2020, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we considered the internal control of the Town. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

Required Supplementary Information Accompanying Audited Financial Statements

We applied certain limited procedures to the management's discussion and analysis and the information related to the net pension liability, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Supplementary Information Accompanying Audited Financial Statements

We were engaged to report on the supplementary information on pages 31 and 32, which accompany the financial statement but is not required supplementary information. With respect to the supplementary, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.



Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to your representative, Becky Adams, in our meeting about planning matters, in addition to our engagement letter dated November 10, 2020, accepted by Kenneth Haubrich.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies were not changed during 2020.

We noted no transactions entered into by the Town during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were the assumptions related to the net pension liability.

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. As part of our professional services, we proposed journal entries necessary to convert the cash records to the accrual basis of accounting.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated June 29, 2021, a copy of which accompanies this letter.

Management Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves the application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all of the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town's auditors for the preceding year. However, these discussions occurred in the normal course of our professional relationship and our responses were not, in our judgment, a condition of our retention.

Internal Control Matters

In planning and performing our audit of the financial statements of the Town as of and for the year ended December 31, 2020, in accordance with auditing standards generally accepted in the United States, we considered the Town's internal control over financial reporting (internal control) as a basis for designing our auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described below, we identified a certain deficiency in internal control that we consider to be a material weakness and another we considered to be a significant deficiency.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the Town's financial statements will not be prevented or detected and corrected on a timely basis. We consider the following deficiency in internal control to be a material weakness.

Financial Presentation and Disclosure

Condition - The Town's internal control over financial reporting does not end at the general ledger, but extends to the financial statements and the related notes. As a part of our professional services for the year ended December 31, 2020, Wipfli assisted in drafting the financial statements and related notes. The Town does not have sufficient expertise to completely prepare its own financial statements and related notes and relies on Wipfli to provide necessary understanding of current accounting and disclosure principles in the preparation of the financial statements and related notes. In addition, the Town has not recorded capital assets, which include property, plant and equipment in the governmental activities prior to 2009 and accordingly, has not recorded depreciation expense on those assets.

Effect - The completeness of the related note disclosures and the accuracy of the overall financial presentation is negatively impacted as outside auditors do not have the same comprehensive understanding of the Town as its staff. The potential exists that a misstatement of the financial statements and related notes could occur and not be prevented or detected by the Town.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

We consider the following deficiency in internal control to be a significant deficiency:

Lack of Segregation of Duties

Condition - There is a lack of segregation of accounting functions, specifically in paying of bills, check signers, and bank reconciliations.

Effect - The lack of segregation of duties increases the risk that errors or irregularities could occur within the Town without being detected.

Other Comments

During the audit, we noted the Town has not adopted a capitalization policy for capital assets. We recommend the Town approve a capitalization policy for capital assets which identifies the threshold at which capital assets will be capitalized and the life over which they will be depreciated.

We appreciate the opportunity to be of service to the Town of Harris.

This communication is intended solely for the information and use of management, the Town Board, others within the Town, and the Office of the State Auditor of Minnesota and includes a description of the scope of our testing of internal control over financial reporting and the results of that testing. Accordingly, this communication is not suitable for any other purpose.

Sincerely,



Wipfli LLP
Enc.
Duluth, Minnesota
June 29, 2021

**TOWN OF HARRIS
ITASCA COUNTY, MINNESOTA**

June 29, 2021

Wipfli LLP
1502 London Road
Suite 200
Duluth, MN 55812

This representation letter is provided in connection with your audit of the financial statements of Town of Harris which comprise the respective financial position of the governmental activities and the General Fund as of December 31, 2020, and the respective changes in financial position for the year then ended, and the related notes to financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States (GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of the date of this letter, the following representations made to you during your audit:

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated November 10, 2020, including our responsibility for the preparation and fair presentation of the financial statements in accordance with GAAP and for the preparation of the supplementary information in accordance with the acceptable criteria.
2. The financial statements referred to above are fairly presented in conformity with GAAP and include all properly classified funds and other financial information of the primary government and all component units required by GAAP to be included in the financial reporting entity, except the Town has not reported capital assets prior to 2009.
3. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
4. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
5. Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
6. Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with the requirements of GAAP.

7. Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.
8. We understand that you prepared the trial balance for use during the audit and that your preparation of the trial balance was limited to formatting information into a working trial balance based on management's chart of accounts.
9. We understand that as part of your audit, you prepared the adjusting journal entries necessary to convert our cash basis records to the accrual basis of accounting. We also acknowledge that a prior year adjustment was made to record capital assets and depreciation. We acknowledge that we have reviewed and approved those entries and accepted responsibility for them.
10. The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with GAAP.
11. Material concentrations, if any, have been properly disclosed in accordance with GAAP.
12. Guarantees, whether written or oral, under which the Town of Harris is contingently liable, if any, have been properly recorded or disclosed in accordance with GAAP.

Information Provided

13. We have provided you with:
 - a. Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - b. Additional information that you have requested from us for the purpose of the audit.
 - c. Unrestricted access to persons within the Town of Harris from whom you determined it necessary to obtain audit evidence.
 - d. Minutes of the meetings of the Town Board or summaries of actions of recent meetings for which minutes have not yet prepared.
14. All material transactions have been recorded in the accounting records and are reflected in the financial statements, except that the Town has not recorded capital assets prior to 2009.
15. We have disclosed to you the results of our assessment of risk that the financial statements may be materially misstated as a result of fraud.
16. We have no knowledge of any fraud or suspected fraud affecting the entity involving:
 - a. Management.
 - b. Employees who have significant roles in internal control.
 - c. Others where the fraud could have a material effect on the financial statements.
17. We have no knowledge of any allegations of fraud or suspected fraud affecting the Town of Harris's financial statements communicated by employees, former employees, regulators, or others.
18. We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
19. We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements in accordance with GAAP.
20. We have disclosed to you the identity of the Town of Harris's related parties and all the related party relationships and transactions of which we are aware.

21. We have made available to you all financial records and related data.
22. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
23. We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
24. We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
25. We have no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or fund equity.
26. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and legal and contractual provisions for reporting specific activities in separate funds.
27. We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
28. We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determinations of financial statement amounts or other financial data significant to the audit objectives.
29. We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
30. There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting noncompliance, except as disclosed in Note 5 to the financial statements.
31. As part of your audit, you assisted with preparation of the financial statements and related notes. We have designated an individual with suitable skill, knowledge, or experience to oversee your services and have made all management decisions and performed all management functions. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.
32. The Town of Harris has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any material asset been pledged as collateral.
33. The Town of Harris has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
34. The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
35. The financial statements properly classify all funds and activities in accordance with GASB Statements No. 34 and 37.
36. All funds that meet the quantitative criteria in GASB Statement Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial users.

37. Components of net position (net investment in capital assets, restricted, and unrestricted) and components of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
38. Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
39. Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
40. Deposits are properly classified as to risk, and are properly valued and disclosed.
41. Capital assets, including infrastructure assets, are properly capitalized, reported, and, if applicable, depreciated.
42. We have appropriately disclosed the Town of Harris's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available and have determined that net assets were properly recognized under the policy.
43. The Town of Harris has identified all accounting estimates that could be material to the financial statements, including the key factors and significant assumptions underlying those estimates, and we believe the estimates are reasonable in the circumstances.
44. There are no estimates that may be subject to a material change in the near term that have not been properly disclosed in the financial statements. We understand that near term means the period within one year of the date of the financial statements. In addition, we have no knowledge of concentrations existing at the date of the financial statements that make the Town of Harris vulnerable to the risk of severe impact that have not been properly disclosed in the financial statements.
45. We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
46. We acknowledge our responsibility for presenting the General Fund combining balance sheet and statement of revenues, expenditures and change in fund balance in accordance with GAAP, and we believe the General Fund combining balance sheet and statement of revenues, expenditures and change in fund balance, including its form and content, is fairly presented in accordance with GAAP. The methods of measurement and presentation of the General Fund combining balance sheet and statement of revenues, expenditures and change in fund balance have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information. If the General Fund combining balance sheet and statement of revenues, expenditures and change in fund balance is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

Sincerely,

Town of Harris


Signature and title

Chair Peggy Clayton
20346 Wendigo Park Road
Grand Rapids, MN 55744
Phone 218-259-1551

Supervisor Mike Schack 340-8852
Supervisor Ryan Davies
Supervisor Dan Gilbert
Supervisor Jim Kelley 327-0317
Treasurer Nancy Kopacek 398-3497
Beth Riendeau 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

IOF

September 8, 2021

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

Dear Burl:

RE: Tourism and Economic Development Fund

I am writing on behalf of Harris Township. Harris Township has scheduled the surveys of two boat landings (LaPlant and Mishawaka), and is purchasing a floating dock for Woodtick Landing, with the \$10,000 in TED funds we received in 2021.

We are awaiting the Harris Township Public Water Accesses Cooperative Agreement Between the State of Minnesota and Harris Township. The State will provide, deliver, and install the concrete planks and connectors to be used in the construction and repair of the ramps at the Facilities.

The Township is looking for funds to help offset the initial construction cost to upgrade Mishawaka. These fees will also be used as matching funds for additional grants we will be seeking. and therefore, at this time are requesting \$10,000.00.

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
Chair, Harris Township

/pc
c: Sarah Carling, CEDA

FOI

CERTIFIED, FILED, AND
RECORDED ON
10/16/2018 3:54:00 PM

PAGES: 4
REC FEES: \$46.00

NICOLLE ZUEHLKE
ITASCA COUNTY RECORDER

BY NZ Dep



106

[This Area Reserved for Recording Information]

JOINT ROAD OWNERSHIP AGREEMENT

THIS JOINT ROAD OWNERSHIP AGREEMENT ("Agreement"), dated this 9 day of October, 2018, is entered into by and between the City of Grand Rapids ("GR"), a municipal corporation, and Harris Township ("Harris"), an organized township, both of the State of Minnesota (collectively the "Parties").

RECITALS

- A. The north half of Isleview Road is located in Grand Rapids and the south half of Isleview Road is located in Harris, from the intersection Apache Drive, to the point where it deflects southerly, approximately 600 feet west, as identified on Exhibit "A".
- B. The Parties desire to establish this Joint Road Ownership Agreement to formally establish responsibilities to each party on how to reconstruct, repair and maintain Isleview Road from the intersection of Apache Drive, west approximately 600' to the point where the road deflects southerly.

AGREEMENT

- 1. Harris agrees to take ownership of the south half and GR agrees to take ownership of the north half of Isleview Road from the intersection of Apache Drive, west approximately 600' to the point where the road deflects southerly.
- 2. **Costs.** GR and Harris agree to split the costs equally for all reconstruction, repair, and maintenance, to Isleview Road, from the intersection of Apache Drive, west approximately 600' to the point where the road deflects southerly.
- 3. **Maintenance.** GR shall be responsible for maintenance of trees on the north side of Isleview and Harris shall be responsible for maintenance of trees on the south side. Harris shall be solely responsible for plowing and mowing of this section of Isleview Road.

RECEIVED-OIG OCT 1 2018

City GR AIR

4. **Liens.** Neither party shall permit any liens to be filed against the Property in connection with any construction, maintenance or repair work alleged to have been done by or through either party. In the event that any such liens shall be filed of record, the party alleged to have ordered the work for which the liens shall have been recorded shall cause such lien to be removed by record of payment, bonding, or other lawful procedure within thirty (30) days after receipt of written notice of such lien from the other party.
5. **Disputes.** In the event of a dispute between the Parties regarding the need to expand the existing Isleview Road or to improve it in any way, the dispute will be decided either by the Itasca County Engineer, or the Itasca County Board of Commissioners, and he/she/they will make the decision as to what property expansion or improvements are necessary, taking into account the Costs of Improvement set forth above in paragraph 4.
6. **Failure to Maintain.** If either party fails to repair or maintain the Property in accordance with the provisions of this Agreement, and if such failure shall continue for thirty (30) days after notice, such thirty (30) day period to be extended as reasonably required if noncompliant party shall be acting with due diligence, conforming party shall have the right to go upon the Permanent Easement Area to perform such maintenance and repair. Noncompliant party shall reimburse compliant party for its proportional share of the costs incurred as a result thereof within thirty (30) days following receipt of invoice.
7. **Future Projects.** If either party plans to make improvements to the roadway which would require a cost share by the other party, notification of a minimum of 2 years must be given to the other party to ensure both parties can budget accordingly. This does not include yearly maintenance activities.
8. **Notices.** Any notice, consent, approval or request for consent required or permitted to be given under this Agreement shall be given in writing and shall be effective (a) if personally delivered, upon delivery or refusal to accept such delivery; or (b) if mailed, three (3) days after mailing, by United States registered or certified mail, postage pre-paid, return receipt requested, to the applicable address set forth below:

City of Grand Rapids
 Attn: TOM PAGEL
 420 No. Pokegama Ave.
 Grand Rapids, MN 55744

Harris Township
 Attn: PL GAGY CLAYTON
 20876 Wendigo Park Road
 Grand Rapids, MN 55744

8. General Provisions.

8.1 Governing Law. This agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

8.2 Covenant Not to Disturb. Each Party covenants and agrees that its exercise of the easements granted herein shall not unreasonably interfere with the business operations of the other

8.3 Compliance With Laws. Any construction or repairs contemplated by this Agreement shall be performed in a workmanlike manner and in compliance with the applicable statutes, ordinances, rules

and regulations of all governing public authorities, as those statutes, ordinances, rules and regulations are amended from time to time.

8.4 Effective Date. This Agreement shall be effective upon the date it is executed by an authorized representative of each Party.

8.5 Authorized Representative. Each individual signing on behalf of a Party to this Agreement states that he or she is the duly-authorized representative of the signing Party and that his or her signature on this Agreement has been duly authorized by, and creates the binding and enforcement obligation of, the Party on whose behalf the representative is signing.

8.6 Severability. Invalidation of any of the provisions contained in this Agreement shall in no way affect any of the other provisions hereof and the same shall remain in full force and effect.

8.7 Indemnity. Each party shall indemnify and save other party harmless from and against any and all claims, liabilities, losses, damages, causes of action, costs and expenses, including attorney's fees, which either party may incur as a result of or in any way connected with the activities of other party, its officers, employees, agents, contractors, and invitees in connection with this Easement, or in connection with the acts or negligence of said party, its agents, employees or contractors.

8.8 Amendments. This Agreement may be modified or amended in whole or in part only by written instrument executed by all parties hereto.

8.9 Counterparts. This Agreement may be executed in two or more counterparts and each counterpart shall be deemed to be an original, but all of which together shall constitute one and the same instrument upon delivery of one such counterpart by each party to this Agreement.

8.10 Miscellaneous. This Agreement constitutes the entire agreement between the parties with respect to the subject matter, operation and maintenance. The parties do not rely upon any statement, promise or representation not herein expressed.

CITY OF GRAND RAPIDS

By: Dale Adams
By: [Signature]

HARRIS TOWNSHIP

By: [Signature]
By: [Signature]

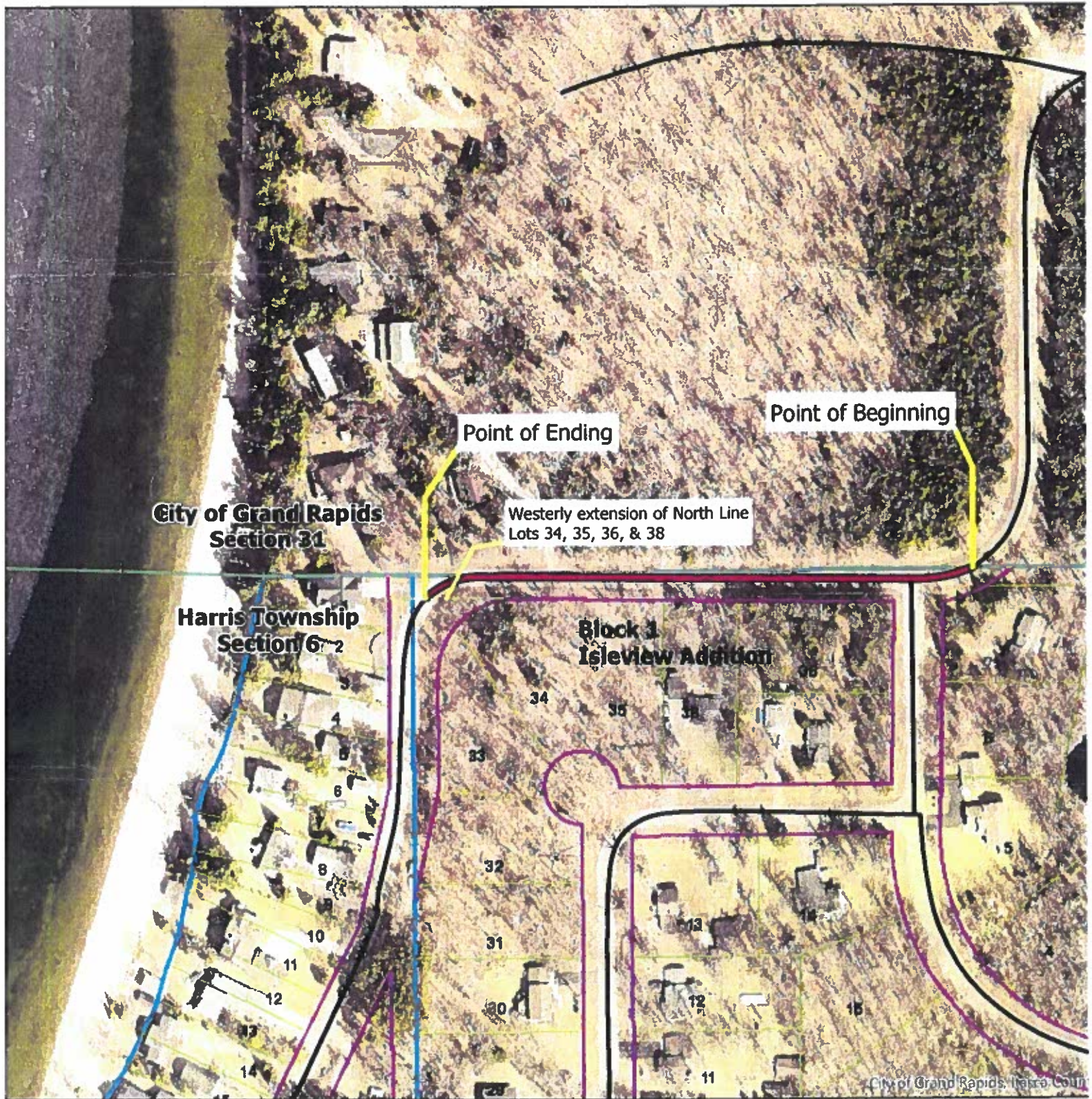
Drafted by:

Chad B. Sterle, Esq.
Sterle Law Office
502 NW Fifth Ave.
Grand Rapids, MN 55744
Telephone: 218.326.9646

EXHIBIT A Joint Powers Agreement - Isleview Rd

726208

This Joint Power Agreement shall cover the width of road right of way either side of the centerline of Isleview Road lying south of the north line of Section 6 Located in Harris Township and north of the south line of Section 31 located in the City of Grand Rapids. From the point of beginning where the centerline of said roadway intersects the shared boundary of Section 31 and Section 6 to a point where the centerline intersect the westerly extension of the north line of Lots 34, 35, 36 & 38 Block 1 within the Plat of the View Addition



- Joint Powers Agreement
- Section Line
- Plat Blocks
- Lots
- Plats



GRAND RAPIDS

Payment RequestHarris Township
Itasca County

Name: Peggy Clayton

11B

Date	Description	# Hours	Rate	Amount
8/11/2021	Regular Meeting	fixed rate	\$60.00	\$60.00
8/25/2021	Planning and Development Meeting	fixed rate	\$60.00	\$60.00
8/9/2021	Itasca County Township Association Meeting	fixed rate	\$60.00	\$60.00
Monthly	Supervisor Wages/Chair - month	fixed rate	\$450.00	\$450.00
Additional Hourly Work:				
8/1/2021	Maintenance Covid issue, call to pharmacist, Burials, ASV rental etc	1.5	\$19.00	\$28.50
8/3/2021	Call/discussions with MAT Att Re: Covid pay, etc	0.25	\$19.00	\$4.75
8/3/2021	Cemetery complaints Re: grass, call to mowdaddy	0.25	\$19.00	\$4.75
8/8/2021	Agenda and agenda packet 2:30-5:45 pm	3.25	\$19.00	\$61.75
8/8/2021	* clean hall for caretaker 5:45-6:15 pm	0.5	\$19.00	\$9.50
8/9/2021	** Sexton call for Sexton Re: headstone	0.25	\$19.00	\$4.75
8/9/2021	** Sexton call to/from monument company	0.25	\$19.00	\$4.75
8/9/2021	Meeting with Sarah Carling. 11am-1 pm	2	\$19.00	\$38.00
8/10/2021	**Sexton call Re: headstone (schlader)	0.25	\$19.00	\$4.75
8/10/2021	**Sexton call Re: headstone, sites	0.5	\$19.00	\$9.50
8/11/2021	* caretaker call for pavilion rental	0.25	\$19.00	\$4.75
8/11/2021	**Sexton call from SD Re: burial site	0.25	\$19.00	\$4.75
8/11/2021	* caretaker call on left items at hall	0.25	\$19.00	\$4.75
8/11/2021	* caretaker call on pavilion	0.25	\$19.00	\$4.75
8/11/2021	* caretaker call from YMCA re: rental	0.25	\$19.00	\$4.75
8/12/2021	* caretaker call Re: hall rental	0.25	\$19.00	\$4.75
8/13/2021	Pull together information/notes from SC fo 8/16 WS	0.5	\$19.00	\$9.50
8/16/2021	Crystal park Re: security issues waiting for Mediacom 11am-2pm	3	\$19.00	\$57.00
8/16/2021	Work session Re: boat landings/ARPA 7-8:30 pm	1.5	\$19.00	\$28.50
8/17-18/2021	Work on disenterment for TF for burials etc calls to other cemetery	1	\$19.00	\$19.00
8/20/2021	Complete buy-back letter etc for Burial, etc	0.5	\$19.00	\$9.50
8/22/2021	Work with clerk via phone on agenda and packet	1	\$19.00	\$19.00
8/23/2021	Work session Re: boat landings/ARPA 7-7:30 pm	0.5	\$19.00	\$9.50
8/24/2021	Letter to MW Re:lsleview rd	0.25	\$19.00	\$4.75
8/25/2021	Work with clerk Re: 2022 levy certification 5-6 pm	1	\$19.00	\$19.00
8/25/2021	District 11 zoom mtg 6-7:15 pm	1.25	\$19.00	\$23.75
8/25/2021	Network opportunities mtg 11am-1pm	2	\$19.00	\$38.00
8/25/2021	After mtg for treasurer items, copies etc	0.5	\$19.00	\$9.50
8/26/2021	Mail checks for treasurer (mileage) 11.2 miles			
8/28/2021	Pull together open mtg law training materials	1.5	\$19.00	\$28.50
8/30/2021	Make copies on invoices etc wendigo park invoices 5-5:30 pm	0.5	\$19.00	\$9.50

8/30/2021	Open mtg law WS 5:30-6:45 pm	1.25	\$19.00	\$23.75
8/30/2021	WS Re: boat landings, land ARPA 7 pm-8 pm	1	\$19.00	\$19.00
8/31/2021	Meeting with Andy Shaw 11am-12 Noon (mileage-40.6)	1	\$19.00	\$19.00
	TOTAL	28.75		\$546.25
Hours Covered Under Stipend:		Applicable		
Date	Description	Mileage	Hours	
8/9/2021	Facebook post			
8/9/2021	Park and cemetery inspections	21		
8/10/2021	Facebook post			
8/12-13/2021	Calls Re: Crystal park			
8/13/2021	Calls on quotes for hall garage			
8/13/2021	Call to Mediacom Re: Crystal park			
8/14/2021	Facebook post			
8/15/2021	Facebook post			
8/16/2021	Park and cemetery inspections	21		
8/17/2021	Call to BI Re: ARPA Funds			
8/18/2021	Call back to constituent Re: internet and wifi at parks			
8/23/2021	Facebook post			
8/23/2021	Order soccer net			
8/24/2021	Park and cemetery inspections	21		
8/24/2021	Email to and from DNR			
8/25/2021	Emails to and from MW Re: city of GR Re Isleview rd			
8/30/2021	Email to and from from MATIT			
8/31/2021	Park and cemetery inspections	21		
	Total	84		
Reimbursements:				
	Mileage total from hrs included in stipend	84.00	0.56	\$47.04
	Additional miles	51.80	0.56	\$29.01
	Other expenses			
	<i>Total reimbursements requested:</i>			\$76.05

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.

8/31/2021 Peggy Clayton
Date Signature

Payment Request - Sexton

Harris Township
Itasca County

Name: Terri Friesen

pay period 8/21/21 - 9/3/21

Date	Description	# Hours	Rate	Amount
8/27/2021	meet family at cemetary	0.75	\$14.00	\$10.50
8/30/2021	back & forth communication re disternment	1	\$14.00	\$14.00
8/31/2021	Vet's Office	0.5	\$14.00	\$7.00
8/31/2021	monument co and follow up w/ Derrick	0.25	\$14.00	\$3.50
9/2/2021	family at cemetary to look at options	0.75	\$14.00	\$10.50
8/29/2021	follow up t/m	0.25	\$14.00	\$3.50
			\$14.00	\$0.00
	TOTALS	3.5	\$14.00	\$49.00
Reimbursements:				
	Description:			Amount
	<i>Total reimbursements requested:</i>			\$0.00

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.

9/2/2021 Terri Friesen

Signature

Terri Friesen

Payment Request 9-8-2021

Harris Township
Itasca County

Name: Nancy Kopacek
Address:

Date	Description	# Hours	Rate	Amount
SALARY	Treasurer's salary - \$800 per month	0.5	\$ 800.00	\$ 400.00
Meeting	N/A		\$ 60.00	\$ -
				\$ -
8/21/2021	Print bills, check emails, prep deposit, copies for meetings, process payroll and claims in CTAS, print checks and Claims list for 8/25 Meeting	7		
8/23/2021	Check emails, send corrected Claim to Chair, PERA payment	0.75		
8/25/2021	Check emails, send meeting comments to Chair	0.5		
8/27/2021	Check emails	0.25		
8/30/2021	Hall 4:45 pick up mail, review claims reports with Clerk	0.75		
8/30/2021	Make changes and send revised pay request to Supervisors	1.25		
8/31/2021	Check emails	0.25		
9/2/2021	Check emails	0.25		
9/3/2021	Check emails, call with Vice Chair	0.5		
Total		11.5		
Additional Work:				
8/30/2021	5:30 Meeting re: Open Meeting law and pay requests	1.25	\$ 19.00	\$ 23.75
			\$ 19.00	\$ -
			\$ 19.00	\$ -
			\$ 19.00	\$ -
			\$ 19.00	\$ -
			\$ 19.00	\$ -
			\$ 19.00	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			Total	\$ 423.75
			Net pay	
Reimbursements:				
			0.56	\$ -
			<i>Total reimbursements requested:</i>	\$ 423.75

Check amt: \$ 423.75

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.

Signature Date

Payment Request

Harris Township
Itasca County

Name: Mike Schack

Date	Description	# Hours	Rate	Amount
8/11/2021	Regular Meeting	fixed rate	\$60.00	\$60.00
8/25/2021	Planning and Development Meeting	fixed rate	\$60.00	\$60.00
8/9/2021	Itasca County Township Association Meeting	fixed rate	\$60.00	\$60.00
Monthly	Supervisor Wages - month	fixed rate	\$400.00	\$400.00
Additional Hourly Work:				
8/2/2021	FIREWISE PAPERWORK	0.5	\$19.00	\$9.50
8/4/2021	TALKED WITH RES	0.25	\$19.00	\$4.75
8/6/2021	FILL IN GRAVE	1	\$19.00	\$19.00
8/7/2021	TALKED WITH RES FIREWISE	0.25	\$19.00	\$4.75
8/11/2021	TALKED WITH JOHN MOORE FIREWISE	0.25	\$19.00	\$4.75
8/12/2021	TRAILS TASK FORCE MTG	1.5	\$19.00	\$28.50
8/13/2021	CHECKED OUT CAMERA/TALK WITH JODY	0.5	\$19.00	\$9.50
8/13/2021	TALKED WITH RES FIREWISE	0.25	\$19.00	\$4.75
8/16/2021	WORK SESSION	1.5	\$19.00	\$28.50
8/16/2021	FIREWISE DELIVER FORMS	0.5	\$19.00	\$9.50
8/16/2021	CAMERA PROBLEMS AT CRYSTAL	2.5	\$19.00	\$47.50
8/16/2021	REMOVE TREE FROM RD	0.5	\$19.00	\$9.50
8/18/2021	FIREWISE PAPERWORK	0.5	\$19.00	\$9.50
8/19/2021	FIREWISE PICK UP FORMS	0.5	\$19.00	\$9.50
8/26/2021	TALKED WITH JOHN MOORE FIREWISE	0.5	\$19.00	\$9.50
8/30/2021	WORK SESSION	1.5	\$19.00	\$28.50
8/30/2021	WORK SESSION BOAT LANDINGS	1	\$19.00	\$19.00
			\$19.00	\$0.00
	TOTAL	13.5		\$256.50

Hours Covered Under Stipend:		Applicable	
Date	Description	Mileage	Hours
8/2/2021	AM, LANDINGS MTG, TALKED WITH PLAGMEN ABOUT GRAVE	18	
8/3/2021	TALKED WITH RENTAL CO.		1.00
8/4/2021	TALKED WITH RENTAL CO., LOGGER ABOUT ACCESS		0.75
8/7/2021	SPRAYED BEES AT TOWN HALL	13	
8/9/2021	AM MTG, LANDINGS	18	
8/9/2021	AM MTG, LANDINGS		
8/11/2021	TALKED WITH PLACKNER TREE SERVICE		0.25
8/13/2021	CRYSTAL PARK CAMERA	14	
8/16/2021	CRYSTAL CAMERA PROBLEM	14	
8/16/2021	AM MTG, LANDINGS	18	
8/19/2021	FIREWISE	14	
8/23/2021	AM MTG, LANDINGS	18	
8/24/2021	AM MTG.		
8/30/2021	LANDINGS	18	

8-29-30-2021	TALKED WITH CENTURY LINK AND ADVANTAGE SECURITY		1.00	
	Total	145		
Reimbursements:				
	Mileage total from hrs included in stipend	145.00	0.56	\$81.20
	Additional miles		0.56	\$0.00
	Other expenses			
	<i>Total reimbursements requested:</i>			\$81.20

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

PLEASE REMIT TO:
 AUTO VALUE GRAND RAPIDS
 601 4TH STREET NE
 GRAND RAPIDS, MN 55744



STATEMENT

PAY THIS AMOUNT → 110.86

(218)326-0365

CUSTOMER NO.	STATEMENT DATE	PAGE
17507700	8/25/2021	1

HARRIS TOWNSHIP
 20876 WENDIGO PARK RD
 GRAND RAPIDS, MN 55744

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR CHECK
 THANK YOU

INVOICE DATE	INVOICE NUMBER	DUE DATE	DEFERRED	PO NUMBER	CHARGES	CREDITS	AMOUNT DUE
8/10/2021	ID-175145402	09/10			110.86		110.86

RECEIVED
 9-3-21

AUTO VALUE PARTS STORES

STAMENT DATE	CUSTOMER NO.	PAYMENTS THIS PERIOD				PAY THIS AMOUNT
8/25/2021	17507700					110.86
FINANCE CHARGE	APR	90 DAYS PAST	60 DAYS PAST	30 DAYS PAST	CURRENT	
1.500%	18.000%	0.00	0.00	0.00		110.86

cw technology

Remit to:

CW Technology
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
08/26/2021	CW67715
Account	
HT0008	

Terms	Due Date	PO Number	Reference	CW Agreement
Net 10 days	09/05/2021		Monthly Billing for September	

Managed Services Detail	Quantity	Price	Amount
Agreement Managed Services			
Managed Workstation: Managed antivirus/anti-malware, patches, OS updates, monitoring	3.00	18.99	56.97
Total Managed Services Detail:			56.97

<p>To pay by ACH: CW Technology National Bank of Commerce Routing Number: 091800028 Account Number: 1934436799</p> <p>Make checks payable to: CW Technology 5614 Grand Ave, Duluth MN 55807</p> <p>For online payment: www.cwtechnology.com</p>	Invoice Subtotal:	56.97
	Sales Tax:	0.00
	Invoice Total:	56.97
	Payments:	0.00
	Credits:	0.00
	Balance Due:	56.97

Thank you for your business!

Customer Statement

For 8/17/2021 to 8/17/2021

Tuesday, August 24, 2021 11:11 AM

County:

Itasca County Recorder
123 NE 4th St
Grand Rapids, MN 55744

Customer:

HARRIS TOWNSHIP
20876 WENDIGO PK RD
GRAND RAPIDS, MN 55744

Receipt #:	Doc #:	Date:	Type:	Paid:	Debited:	Charged:	Outstanding:
202983	A000755394	8/17/2021	CEMETERY DEED	\$0.00	\$0.00	\$46.00	\$46.00
202983	A000755395	8/17/2021	CEMETERY DEED	\$0.00	\$0.00	\$46.00	\$46.00
202983	A000755396	8/17/2021	CEMETERY DEED	\$0.00	\$0.00	\$46.00	\$46.00
202983	A000755397	8/17/2021	CEMETERY DEED	\$0.00	\$0.00	\$46.00	\$46.00
202983	A000755398	8/17/2021	CEMETERY DEED	\$0.00	\$0.00	\$46.00	\$46.00
				\$0.00	\$0.00	\$230.00	\$230.00

Previous Balance:	\$0.00
Net Posted to Account:	\$0.00
Charged / Debited Items:	\$230.00
Ending Balance:	\$230.00

Thank you for your business!
PLEASE RETURN THIS INVOICE WITH PAYMENT
All Bills Must Be Paid Promptly Upon Receipt of Invoice

RECEIVED
9.3.21

DOCUMENT # 1111

LAW OFFICE OF SHAW & SHAW

PO BOX 365
DEER RIVER, MN 56636

Statement

Date

8/31/2021

Bill To

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

Terms	Amount Due
Due on receipt	\$250.00

Date	Description	Qty	Rate	Amount	Balance Due
07/31/2021	Balance forward				672.20
08/17/2021	PMT #20198. payment received - thank you			-672.20	0.00
08/31/2021	Met with Peg C. regarding property issues	1.00	250.00	250.00	250.00
Current					
250.00		0.00	0.00	0.00	\$250.00
		31-60 Days Past Due	61-90 Days Past Due	Over 90 Days Past Due	Amount Due
		0.00	0.00	0.00	\$250.00

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

RECEIVED
9-3-21

Phone #	218-246-8535
---------	--------------



NORTHLAND PORTABLES

52 Horseshoe Drive
 Grand Rapids MN 55744
 218-326-1662
 www.northlandportablesmn.com

Invoice

Date	Invoice #
9/1/2021	20673

Bill To:

Harris Township
 20876 Wendigo Park Road
 Grand Rapids, MN 55744

Job Site:

Crystal Park, Cemetery,
 Wendigo Park, Trooptown,
 LaPlant, & Mishawaka

P.O. No.	Terms	Due Date
	Net 30	10/1/2021

Description	Quantity	Unit Price	Total Price
ADA Compatible Handicapped Portable Restroom Rental - July 22 - August 19, 2021 = 4 Weeks			
Weekly Rental - ADA Compatible Handicapped Restroom	3	20.00	60.00
Weekly Cleaning, Pumping, and Disposal	3	77.95	233.85
Standard Portable Restroom Rental - July 21 - August 18, 2021 = 4 Weeks			
Weekly Rental - Standard Restroom	3	20.00	60.00
Weekly Cleaning, Pumping, and Disposal	3	51.75	155.25

Thank you for your business. Like us on Facebook!

All payments are due by the due date. Outstanding balances over 90 days are subject to collections. If full payment cannot be made, please contact our office to arrange a payment plan. If a payment plan is not set up with our office any outstanding payment will be subject to collections.

Subtotal	\$509.10
Sales Tax (6.875%)	\$0.00
Total	\$509.10
Payments/Credits	\$0.00
Balance Due	\$509.10



Personnel Dynamics, LLC

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

INVOICE

Invoice Number: 51167
Invoice Date: Aug 18, 2021
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
8-27-21

Customer ID	Customer PO
HARRIS	DUE UPON RECEIPT

Quantity	Item	Description	Unit Price	Amount
40.00	Herbert, Marlin	WEEK ENDING 8/7/21 & 8/14/21	21.00	840.00

Subtotal	840.00
Sales Tax	
Total Invoice Amount	840.00
Payment/Credit Applied	
TOTAL	840.00

Check/Credit Memo No:



Personnel Dynamics, LLC

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

INVOICE

Invoice Number: 51193
Invoice Date: Aug 25, 2021
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

Customer ID	Customer PO
HARRIS	DUE UPON RECEIPT

Quantity	Item	Description	Unit Price	Amount
28.00	Herbert, Marlin	WEEK ENDING 08/21/21	21.00	588.00

Subtotal	588.00
Sales Tax	
Total Invoice Amount	588.00
Payment/Credit Applied	
TOTAL	588.00

Check/Credit Memo No:

RECEIVED
9-3-21



Customer Information

XEROX CORPORATION
PO BOX 660501
DALLAS, TX
75266-0501

Telephone 888-339-7887
Direct Billing Inquiries To:

Ship To
HARRIS TOWNSHIP HALL

21998 AIRPORT RD
GRAND RAPIDS MN
55744

725542070
Customer No.

Purchase Order No.

1845015
Xerox Reference No.

Special Reference No.

Bill To
HARRIS TOWNHALL
RD
20876 WENDIGO PARK
GRAND RAPIDS MN
55744-4682

171113915
Invoice No.

11/02/20
Date

08/03/21
Date Processed

Tax

08/24/21
Invoice Date

GSA Contract No.

Registration No.

PAYABLE ON RECPT
Terms of Payment

Master Order No.

Bill Code

TAX CREDIT FOR TAX
EXEMPT STATUS UPDATE
IN MINNESOTA.

ORDER

Reorder No.	Description	Quantity Ordered	Quantity Shipped	Unit Price	Amount
	MINNESOTA	TAX	6.8750%	6906.18	474.80CR
INVOICE TOTAL					\$474.80CR

Invoice

RECEIVED
9-3-21

TO ORDER SUPPLIES VISIT WWW.XEROX.COM/SUPPLIES OR CALL TOLL FREE 1-800-822-2200

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

Ship To/Installed At

Bill To

When Paying By Mail
Send Payment To:

HARRIS TOWNSHIP HALL

21998 AIRPORT RD
GRAND RAPIDS MN
55744

HARRIS TOWNHALL
RD
20876 WENDIGO PARK
GRAND RAPIDS MN
55744-4682

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

00-495-2792 1 725542070 171113915 08/24/21 6R7E \$474.80CR

402 220610450 H
L000018 98

6R70 VMN99

HB HE

B R

202100008070060 1711139155 9300474809 272554207068

Payment





Ameritas Life Insurance Corp.

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

October 6, 2020

Address Service Requested . . .

DERRICK MARTTILA

DERRICK MARTTILA 010

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

0156280100967201





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

UTILITY STATEMENT

1132896

W

ACCOUNT NUMBER 506635-104896 **ZONE** 4-022 **STATEMENT DATE** 09/02/2021
CUSTOMER NAME Harris Township Hall **ROUTE** 022
SERVICE ADDRESS S Hwy 169 & Lakeview Dr Grand Rapids **DUE DATE** 09/17/2021

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	16.55
Check Payment 08/17/2021	(16.55)CR
<hr/>	
Balance Forward	\$0.00
Current Charges	
Electric	16.55
<hr/>	
Total Current Charges:	\$16.55
<hr/>	
Current Account Balance:	\$16.55
Amount Due	\$16.55

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: 09/02/2021

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

Account Number	506635-104896
Statement Number	1132896
Due Date	09/17/2021
Amount Due	\$16.55
Amount Paid	Auto Pay-Do Not Pay

Automatic Withdrawal Date: 09/17/2021

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 250W P	\$ 15.49
											Minnesota Sales Tax	\$ 1.06
												16 55

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

1132897

W

ACCOUNT NUMBER 506636-104896 **ZONE** 4-022 **STATEMENT DATE** 09/02/2021
CUSTOMER NAME Harris Township Hall **ROUTE** 022
SERVICE ADDRESS S Hwy 169 Harbor Hts Rd/Wdld PkRd Grand Rapids **DUE DATE** 09/17/2021

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

Previous Balance 30.28
 Check Payment 08/17/2021 (30.28)CR

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

Balance Forward \$0.00

Current Charges
 Electric 30.28

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

Total Current Charges: \$30.28

Current Account Balance: \$30.28

Amount Due \$30.28

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: 09/02/2021

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

Account Number	506636-104896
Statement Number	1132897
Due Date	09/17/2021
Amount Due	\$30.28
Amount Paid	Auto Pay-Do Not Pay

Automatic Withdrawal Date: 09/17/2021

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 250W P	\$ 15.49
											Minnesota Sales Tax	\$ 1.06
												16.55
Electric									1.00000			
											Security Light 250W NP	\$ 12.85
											Minnesota Sales Tax	\$ 0.88
												13.73

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

1132967

W

ACCOUNT NUMBER 516221-104896 **ZONE** 1-042 **STATEMENT DATE** 09/02/2021
CUSTOMER NAME Harris Township Hall **ROUTE** 022
SERVICE ADDRESS Crystal Sp Rd & S Hwy 169 Grand Rapids **DUE DATE** 09/17/2021

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	16.55
Check Payment 08/17/2021	(16.55)CR
<hr/>	
Balance Forward	\$0.00
Current Charges	
Electric	16.55
<hr/>	
Total Current Charges:	\$16.55
<hr/>	
Current Account Balance:	\$16.55
Amount Due	\$16.55

Auto Pay-Do Not Pay

See back of statement for details



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

Statement Date: 09/02/2021

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

Account Number	516221-104896
Statement Number	1132967
Due Date	09/17/2021
Amount Due	\$16.55
Amount Paid	Auto Pay-Do Not Pay

Automatic Withdrawal Date: 09/17/2021

SERVICE ADDRESS

Crystal Sp Rd & S Hwy 169 Grand Rapids

2

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 250W P	\$ 15.49
											Minnesota Sales Tax	\$ 1.06
												16.55

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

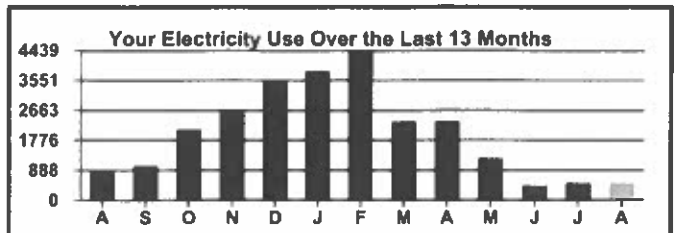
A Tripartite Energy Cooperative

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

4 726

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

YOUR DIRECTOR IS DANIEL W KINGSLEY, DISTRICT 6.



Get up to \$1,250 in rebates from LCP before the year is over Visit lakecountrypower.coop for a list of rebates, or call 800-421-9959, press 6.

ACTIVITY SINCE LAST BILL	AMOUNT
PREVIOUS BILL	107.00
PAYMENT 08/24/2021	-107.00
BALANCE FORWARD DUE IMMEDIATELY	0.00

CURRENT BILL INFORMATION									
RATE CODE	METER	DATES	METER READING PRES	METER READING PREV	MULTI-PLIER	USAGE	DESCRIPTION		
10	20025490	08/26 -07/26	51136	50625	1	440	ENERGY CHARGE @	.133600	58.78
68 S	20025489	08/26 -07/26	1930	1859	1	71	PEAK SHAVE WATER HEATING @	.076500	5.43
65	20025487	08/26 -07/26	35874	35874	1		DUAL FUEL INTERR. HEAT		0.00
							SERVICE AVAILABILITY CHG:		42.00
							OPERATION ROUND-UP		0.79
TOTAL CHARGES THIS STATEMENT									107.00
DO NOT PAY-AUTOMATIC WITHDRAWAL ON 09/24/21									
METER READ AUTOMATICALLY									
Account Number	Service Address		Phone Number		Bill Date	Due Date	Net Amount Due		
102000853	SERVICE CENTER		(218) 327-8759		09/03/2021	09/24/2021	107.00		

Please detach and return this portion with your payment.

Account No.: 102000853 Cycle: 7
Due Date: 09/24/2021 Net Due: 107.00
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



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