

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

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

harristownshipclerk@gmail.com

Harris Township

SINCE 1909



NEIGHBORS, SHORES & MORE

Mission Statement:

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

www.harristownshipmn.org

REGULAR BOARD MEETING SEPTEMBER 14, 2022, at 7:30pm AGENDA

1. **Pledge to the Flag**, followed by the reading of the township mission statement.
2. **Approve the Minutes**
 - A. Minutes of August 10, 2022 Regular Board Minutes
 - B. Minutes of August 31, 2022 Work Session Re: Maintenance, Town Hall, Isleview Rd, Landings, and Cemetery Equipment
3. **Additions and Corrections**
4. **Business from the Floor** (*please limit comments to 5 minutes*) please come up to the podium and state your name and address for the record.
 - A. Sunny Beach Road Parcel Split/ Mike Erickson
5. **Consent Agenda**
6. **Roads**
 - A. Storm Damage Reporting/M
 - B. Sunny Beach Road/J
 - C. Bayview Road Update/J
 - D. Woodtick Landing Quotes/J
7. **Recreation**
 - A. Town Hall Lease Agreement & Policy/P
 - B. Mishawaka/Woodtick Landings Update/R
8. **Correspondence (Informational)**
 - A. Township Association Minutes of August 24, 2022
9. **Old Business**
 - A. CW Technology One Drive Project Update/P
10. **New Business**
 - A. Schedule Fall Road Tour/P
 - B. Schedule Work Session Re: Isleview Road, Boat Landings, Maintenance, Caretaker/Sexton, and Land Sale/P
 - C. Caretaker/Sexton Job Description/P
 - D. Resolution #2022-018 2023 Levy
- 11 **Treasurer's Report** – dated August 1, 2022
 - A. Approve Treasurers Report
 - B. Approve the Payment of Bills

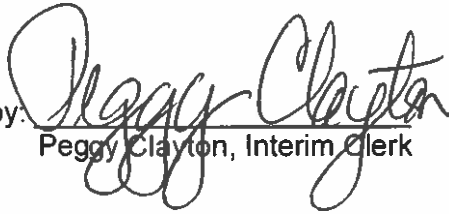
Public Input (please limit comments to 5 minutes) please come up to the podium and state your name and address for the record.

12. UPCOMING Events/Meetings

September 28, 2022	P and D Board Meeting	7:30 pm Town Hall
October 1, 2022	Township Legal Seminar	9:00 am Cotton T. Hall
October 10, 2022	Township Association Mtg	7:00 pm Town Hall
October 12, 2022	Regular Board Meeting	7:30 pm Town Hall
October 26, 2022	P and D Board Meeting	7:30 pm Town Hall

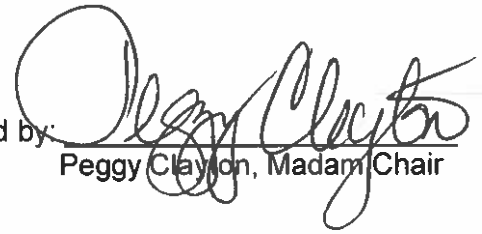
13. Adjourn

Prepared by:



Peggy Clayton, Interim Clerk

Signed by:



Peggy Clayton, Madam Chair

Madam Chair Peggy Clayton
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2A

REGULAR BOARD MEETING AUGUST 10, 2022 MINUTES

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

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

Approve Minutes

Minutes of July 13, 2022 Regular Board Meeting

A motion was made by Supervisor Gilbert and seconded by Supervisor Schack to approve the minutes of the July 13, 2022 Regular Board Meeting. Ayes-5; Nays-0. Motion carried.

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

A motion was made by Supervisor Davies and seconded by Supervisor Gilbert to approve the minutes of the August 1, 2022 Work Session Re: Maintenance, Caretaker/Sexton, and Clerk. Ayes-5; Nays-0. Motion carried.

Minutes and Report of April 28, 2022 Board of Appeal and Equalization

A motion was made by Supervisor Gilbert and seconded by Supervisor Schack to approve the Minutes and Report of April 28, 2022 Board of Appeal and Equalization. Ayes-5; Nays-0. Motion carried.

Additions and Corrections

Chair Clayton requested to add Utility Permit for East Harris/Birch Hill Drive under New Business as 10B, Utility Permit for Wendigo Park Road/Underwood Road as 10C, and Utility Permit for Southwood Road as 10D.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to add Utility Permit for East Harris/Birch Hill Drive under New Business as 10B, Utility Permit for Wendigo Park Road/Underwood Road as 10C, and Utility Permit for Southwood Road as 10D, and approve the rest of the Regular Agenda. Ayes-5; Nays-0. Motion carried.

Business from the Floor

Grant Information

Sarah Carling with CEDA reviewed some of the township projects going on, and funding which the township has received, which can be used toward eligible grants to complete said projects. (Tennis courts, basketball courts, landings).)

Sarah is pulling together a budget spreadsheet of projects, costs associated with these projects, and what eligible grants/funding can be obtained. She stated it is important for the supervisors to gather estimates/quotes so she can start adding numbers, etc to be able to move forward with grant opportunities for the township. Short discussion followed.

A work session will be scheduled to include discussions on boat landings, which Sarah will be attending.

Consent Agenda

Nix Cemetery Buy Back Deed

LaPlant Cemetery Deed

Stone Cemetery Deed

S. Randall Cemetery Deed

D. Randall Cemetery Deed

A motion was made by Supervisor Schack and seconded by Supervisor Davies to approve the Consent Agenda, as delineated above. Ayes-5; Nays-0. Motion carried.

Roads

Storm Damage Report

Supervisor Schack reviewed the last storm damage report from June 20-24, 2022, which was submitted to FEMA on July 28, 2022. Additional damages/costs in the amount of \$1,402.00, associated with the storm will be added to the report, which will change the overall damages from \$4,706.46 to \$6,108.46.

Bargen Seal Coat Quote (tabled from July 13, 2022 Mtg)

Supervisor Schack received an updated quote from Bargen in the amount of \$59,130.00 for crack and gap repair for roads (Wood Pine, Little Crystal, Tolerick, Robinson, Woodland Park Road, Lakeview Drive, Wendigo Park Road, Sunny Beach, Birch Hills Drive, Mishawaka, and Verde Lane).

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to approve the quote from Bargen in the amount of \$59,130.00. Ayes-5; Nays-0. Motion carried.

Recreation

Sale of Trailer (tabled from July 27, 2022 Mtg)

Chair Clayton conducted research regarding the sale of the trailer and found that under "Surplus Township Property" state law restricts the manner in which towns can get rid of some property and also restricts town officers or employees from purchasing town property. For property with a current value of less than \$25,000, the town can use quotations or bids from potential purchasers, or use the open market. That open market would include businesses that purchased used items or auction websites such as eBay. To document that you receive quotes, get them in writing. If you get quotes or bids over the phone, write down the name of the person you talk with, the time of the call, and the quote you received. Short discussion held.

A motion was made by Supervisor Gilbert, and seconded by Chair Clayton to authorize Supervisor Schack to obtain an estimate on the cost of said trailer "as is", put it up for sale, and allow Chair Clayton to work on the ad and post in the paper. Ayes-5; Nays-0. Motion carried.

Correspondence

Conditional Use Permit (B. Jahn)

Chair Clayton stated that the Itasca County Board approved the Conditional Use Permit for Brandon Jahn. (informational)"

Township Association Minutes of July 12, 2022

Informational.

Old Business

Schedule Work Session Re: Maintenance

Discussion held on adding discussions regarding boat landings, and Cemetery equipment, to scheduling a maintenance work session.

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to schedule work sessions regarding maintenance, boat landings, and Cemetery equipment for August 18, 2022 at 6:00 pm, and August 31, 2022 at 6:00 pm, at the Town Hall. Ayes-5; Nays-0. Motion carried.

Chair Clayton reminded supervisors that if they have not received estimates on work to be completed that they try and have them for the August 18th session or no later than the August 31st session, so Sarah Carling can include the information into the budget spreadsheet.

TED Letter

Chair Clayton reviewed the TED letter which was submitted, and thanked Sarah Carling for her input.

CW Technology One Drive Project

Chair Clayton updated the board that since the last board meeting discussions, there were changes in the quote for the One Drive/Sharepoint Migration. Originally the board was told that the board would need to migrate over to Outlook email. CW Technology did further checking and found that the board can stay with gmail. Short discussion was held,

A motion was made by Supervisor Davies and seconded by Schack to approve Quote AAAQ25229 in The amount of \$2,474.00, plus \$24/monthly, from CW Technology for SharePoint/One Drive Deployment. Ayes-5; Nays-0. Motion carried.

Chair Clayton will follow up CW Technology to see if there is unlimited data.

New Business

Clerk Recruitment

Chair Clayton reviewed the advertisement regarding the vacant Clerk position, to be published and posted. Candidates do not need to live in the Township, as it is an appointed position, Resumes will be accepted beginning August 15, 2022 and until a sufficient number of resumes are received.

A motion was made by Supervisor Kelley and seconded by Supervisor Gilbert to post and publish the Clerk position in the Grand Rapids Herald Review, on FB, and on the website for one month, and to be reviewed (again) at the end of that timeframe. Ayes-5; Nays-0. Motion carried.

Utility Permits for East Harris/Birch Hill Drive, Wendigo Park Road/Underwood Road, and Southwood Road

A motion was made by Supervisor Kelley and seconded by Supervisor Davies to approve the Utility Permits for East Harris/Birch Hill Drive, Wendigo Park Road/Underwood Road, and Southwood Road. Ayes-5; Nays-0. Motion carried.

Treasurer's Report

Approve Treasurers Report

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the Treasurers Report for July 2022 in the amount of \$2,809,458.33. Ayes-5; Nays-0. Motion carried.

Approve the Payment of Bills

A motion was made by Chair Clayton and seconded by Supervisor Schack to approve Claims #20624 through 20649, and EFTs 8102201 through 8102206, and EFT 7312201 in the amount of \$42,276.79. Ayes-5; Nays-0. Motion carried.

Public Input

There was no public input.

UPCOMING Events/Meetings

August 18, 2022	Work Session Re: Maintenance, Boat Landings, Cemetery Equip.	6:00 pm Town Hall
August 24, 2022	District 11 Meeting	6:00 pm (Zoom)
August 24, 2022	P and D Board Meeting	7:30 pm Town Hall
August 31, 2022	Work Session Re: Maintenance, Boat Landings, Cemetery Equip.	6:00 pm Town Hall
September 12, 2022	Township Association Mtg	7:00 pm Itasca Fairgrounds
September 14, 2022	Regular Board Meeting	7:30 pm Town Hall
September 28, 2022	P and D Board Meeting	7:30 pm Town Hall
October 1, 2022	Township Legal Seminar	9:00 am Cotton T. Hall

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 8:23 pm.

Prepared by: _____
Peggy Clayton, Interim Clerk

Signed by: _____
Peggy Clayton, Madam Chair

Madam Chair Peggy Clayton
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2B

August 31, 2022

**Work Session Re: Boat Landings, Cemetery Equipment, Isleview Rd, Town Hall, and Maintenance
6:00 pm Harris Town Hall**

Present: Madam Chair Peggy Clayton, Supervisor Schack, Davies, Gilbert & Kelley

Pledge to the Flag was conducted.

The purpose of the work session was to continue discussions regarding Boat Landings, and also to discuss Cemetery equipment, Isleview Rd, Town Hall, and Maintenance position.

Boat Landings

Woodtick-

Supervisor Kelley provided an updated quote for work at Woodtick landing, from Hawkinson at a price of \$18,884.00. This will include mobilization, shaping, wearing/non wearing mixture, traffic control and parking lot striping. Also provided was an updated quote from Casper for Class 5, strip and export excess topsoil, and furnish and install gel textile fabric for a total of \$10,740.00. Discussion followed.

Mishawaka –

Supervisor Kelley provided an updated quote from Hawkinson for the mobilization, shaping, wearing/non wearing mixture, traffic control and parking lot striping at Mishawaka, for total of \$65,175.00. Also provided was an updated quote from Casper Construction for removing the existing culvert, grub and haul stumps, silt fence, storm drain protection for a total of \$60,986.00. A quote from KGM Construction for mobilization, sawcut bit, lot striping, and asphalt in the amount of \$22,637.50

Supervisor Davies provided a quote from TNT for the Mishawaka Landing Improvements in the amount of \$114,800.00.

After considerable discussion, the board decided to move forward with Woodtick landing improvements, and leave Mishawaka landing improvements for 2023 when Mishawaka Shores work is slated to be completed. There will not be major changes in the current Mishawaka quotes for Mishawaka from Hawkinson and Casper Construction, if work is not completed until 2023.

A motion was made by Supervisor Davies and seconded by Supervisor Schack to approve the quote from Hawkinson Construction for Woodtick Landing in the amount of \$18,884.00, and the quote from Casper Construction for Woodtick Landing in the amount of \$10,740.00. Ayes-5; Nays-0. Motion carried

Cemetery Equipment-

Supervisor Gilbert provided information on a new rubber-tired excavator for a total of \$80,000 which would include a two year warranty. A used excavator would not have a warranty. If the excavator was purchased, maintenance would keep the skidsteer, but could sell the backhoe attachment.

After discussion, it was decided that Supervisor Gilbert will continue to look for used/consignment excavators for purchase. It is important to be proactive in keeping up on our equipment usage, shape, and condition vs waiting until a piece of equipment breaks down and maintenance is unable to perform work.

Maintenance –

Chair Clayton provided information on medical, dental, and vision benefits. Example: For a single, 40 year old employee, the costs for medical, dental, and vision (paid by the township) would be \$527.36. If a 40 year old, married with 2 children, was hired, and the township paid the \$527.36 (for single), the employee would still be responsible for \$1,261.86.

Discussion held on offering just medical, and not dental or vision, and also coming up with a percentage (ie 50-50, 80-20, etc) to offer when an employee is hired, The board would try and not go over budget amounts for coverages for the employee.

Chair Clayton will do further research to see if MAT has any programs for medical, etc.

Discussion took place on the need for a F/T employee during the winter months. It was decided that the board would wait until after the first of the year to see how the winter goes with regard to quantity of work, as winters are usually slow for maintenance, other than plowing snow. The board currently has two temporary workers. One is interested in the position while the other is still maintaining a part-time work schedule.

Supervisors were reminded to provide areas of outside work for the temps, as inside work could be performed during the winter months.

Isleview Road –

Chair Clayton stated that she is not opposed conducting the door to door petition for the detachment of Isleview Road from the City. A suggestion was made for sending out a letter to those constituents and have them come to the town hall on a specific date/time to sign the petition (for or against) the detachment. For those who do not come in and sign the petition, those constituents would then be visited to get their signatures. Chair Clayton will contact Andy Shaw to move forward with pulling the petition paperwork together, etc.

Town Hall –

Chair Clayton provided a brief background on what has been happening with rentals at the Town hall. There seems to be more people wanting 2 to 3 day rentals, and there appears to be more non-resident then resident wanting to rent. Some are asking to come in the night before to set up, when they have not, in fact, even reserved a second date. Many of the rentals are back to back, and some are rented for later hours, making it difficult for the caretaker to come in and clean, and get the hall ready for the next day renter. Chair Clayton reminded the board that the hall is not a banquet hall, and not a hotel. More and more people are wanting to reserve the hall because it is cheaper than a hotel banquet room. With that said, appliances, utility costs increase, demands of renters is getting greater, and placing the Caretaker in an "on call" position. The hall is for constituents, and the taxpayers should not have to pay above and beyond the costs incurred.

Discussion held on increasing the rental rate for for resident and non-resident, asking for proof of residency, not allowing more than a "one day" rental, placing a closing time for the hall, etc.

After further discussion, a motion was made Supervisor Gilbert and seconded by Supervisor Davies to:

- change the resident rental rate/damage deposit rate from \$50.00/\$50.00 to \$100.00/\$100.00;
- change the non-resident rental rate/damage deposit com \$100.00/\$50.00 to \$200.00/\$200.00;
- not allowing 2 or more day rentals;
- closing the hall at 9:00 pm for hall rentals;
- asking for proof of residency for all hall rentals.
- All changes effective October 1, 2022. Those who are already in the books will pay the current rental rates.

Ayes-5; Nays-0. Motion carried.

Chair Clayton will advise the Caretaker of the changes, and October 1, 2022 effective date, and the hall policy and lease agreement will be changed.

A motion was made by Supervisor Gilbert and seconded by Supervisor Davies to adjourn the meeting at 8:05 pm.

Submitted by: _____
Peggy Clayton, Interim Clerk

Signed by: _____
Peggy Clayton, Chair

point of beginning; thence North 32 degrees 10 minutes 31 seconds East a distance of 570 feet, more or less, to the point of beginning and terminating thereat.

CERTIFICATION

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

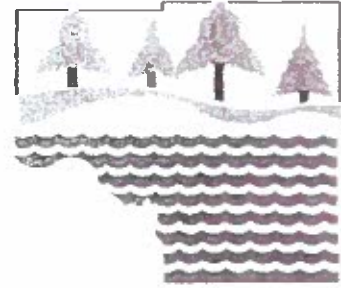


Daniel J. Bemboom, PLS
Minnesota License No. 46562

November 04, 2021
Date

Mike Erickson
ERIMI 162117

MINOR SUBDIVISION, MAJOR SUBDIVISION OR RLS



APPLICATION FOR: MINOR SUBDIVISION MAJOR SUBDIVISION RLS

Name of Subdivision/RLS: SUNNY BEACH ACRES

Property Owner/Address/Phone#: MICHAEL ERICKSON 19943 SUNNY BEACH CIR GRAND RAPIDS MN 55744
(218) 259-6606

Developer/Address/Phone#: SAME AS ABOVE

Surveyor/Address/Phone #: SEH, INC. 1200 SE 4TH AVENUE, SUITE 200, GRAND RAPIDS MN 5574
(218) 322-4500

Legal Description/PIN#: 19-023-1304 (SEE ATTACHED) Acres 5.0

Lake Name/Classification: N/A Zone: _____ Number of Lots/Outlots: _____

1. Minor, preliminary major subdivision plat or RLS submissions shall not be deemed official as set forth in Minn. Stat. 15.99 without ALL of the following submittals:

- Applicable fees are paid in full - \$300 ESD; N/A Surveyor; N/A Engineer
- 20 fan-folded paper copies 22-by-34-inches in size; TO BE PROVIDED
- Current Title Insurance (dated no more than 60 days prior to the official submission date);
THE TITLE TEAM
- Engineering data and road design as set forth in Article Five; HARRIS TOWNSHIP?
- Storm Water Pollution Protection Plan (SWPPP); ITASCA COUNTY SOIL AND WATER CONSERVATION DISTRICT
- A field evaluation report assuring that the proposed lots can support two soil dispersal areas which can support Type I or Rapidly Permeable Soils Systems. WILLIAM SCHWARTZ
- Proposed covenants, if applicable; N/A
- Access easements from a publicly maintained road to the subject property, if applicable;
HARRIS TOWNSHIP
- Wetland delineation report, if applicable;
ITASCA COUNTY SOIL AND WATER CONSERVATION DISTRICT
- Road maintenance plan, for any road within the plat, and leading to the plat that is not under the jurisdiction of a road authority; N/A



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EXISTING LEGAL DESCRIPTION

That part of Government Lot Six (6), Section Twenty-three (23), Township Fifty-four (54) North, Range Twenty-five (25) West of the Fourth Principal Meridian, Itasca County, Minnesota, described as follows: Commencing at the northeast corner of said Government Lot 6; thence North 89 degrees 20 minutes 47 seconds West, bearing assigned, on the north line of Government Lot 6 a distance of 60.00 feet to the point of beginning of the land to be described; thence South 32 degrees 39 minutes 33 seconds West 562 feet, more or less, to intersect the centerline of Sunny Beach Road; thence northwesterly on said centerline 920 feet, more or less, to intersect the north line of Government Lot 6; thence South 89 degrees 20 minutes 47 seconds East on said north line 1079 feet, more or less, to the point of beginning and there terminate.

NEW PARCEL A DESCRIPTION

That part of Government Lot 6, Section 23, Township 54 North, Range 25 West, Itasca County, Minnesota described as follows:

Commencing at the northeast corner of said Government Lot 6; thence North 89 degrees 49 minutes 49 seconds West, along the north line of said Government Lot 6, a distance of 272.26 feet to the point of beginning of the parcel herein described; thence South 32 degrees 10 minutes 31 seconds West a distance of 450 feet, more or less, to the centerline of Sunny Beach Road; thence northwesterly, along said centerline a distance of 742 feet, more or less, to the north line of said Government Lot 6; thence South 89 degrees 49 minutes 49 seconds East, along said North line, a distance of 872 feet, more or less, to the point of beginning and terminating thereat.

NEW PARCEL B DESCRIPTION

That part of Government Lot 6, Section 23, Township 54 North, Range 25 West, Itasca County, Minnesota described as follows:

Commencing at the northeast corner of said Government Lot 6; thence North 89 degrees 49 minutes 49 seconds West, along the north line of said Government Lot 6, a distance of 60.00 feet to the point of beginning of the parcel herein described; thence continuing North 89 degrees 49 minutes 49 seconds West, along said north line, a distance of 212.26 feet; thence South 32 degrees 10 minutes 31 seconds West a distance of 450 feet, more or less, to the centerline of Sunny Beach Road; thence southeasterly along said centerline a distance of 181 feet, more or less, to the intersection with a line bearing South 32 degrees 10 minutes 31 seconds West from the

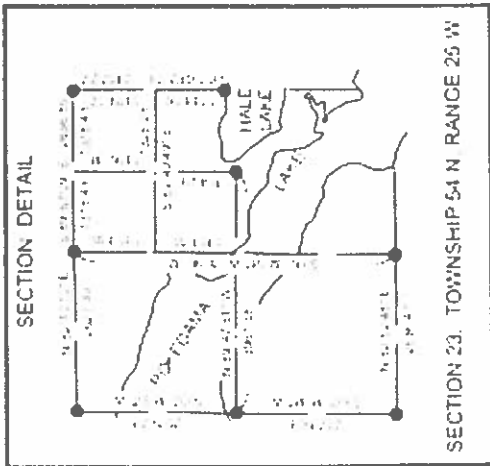
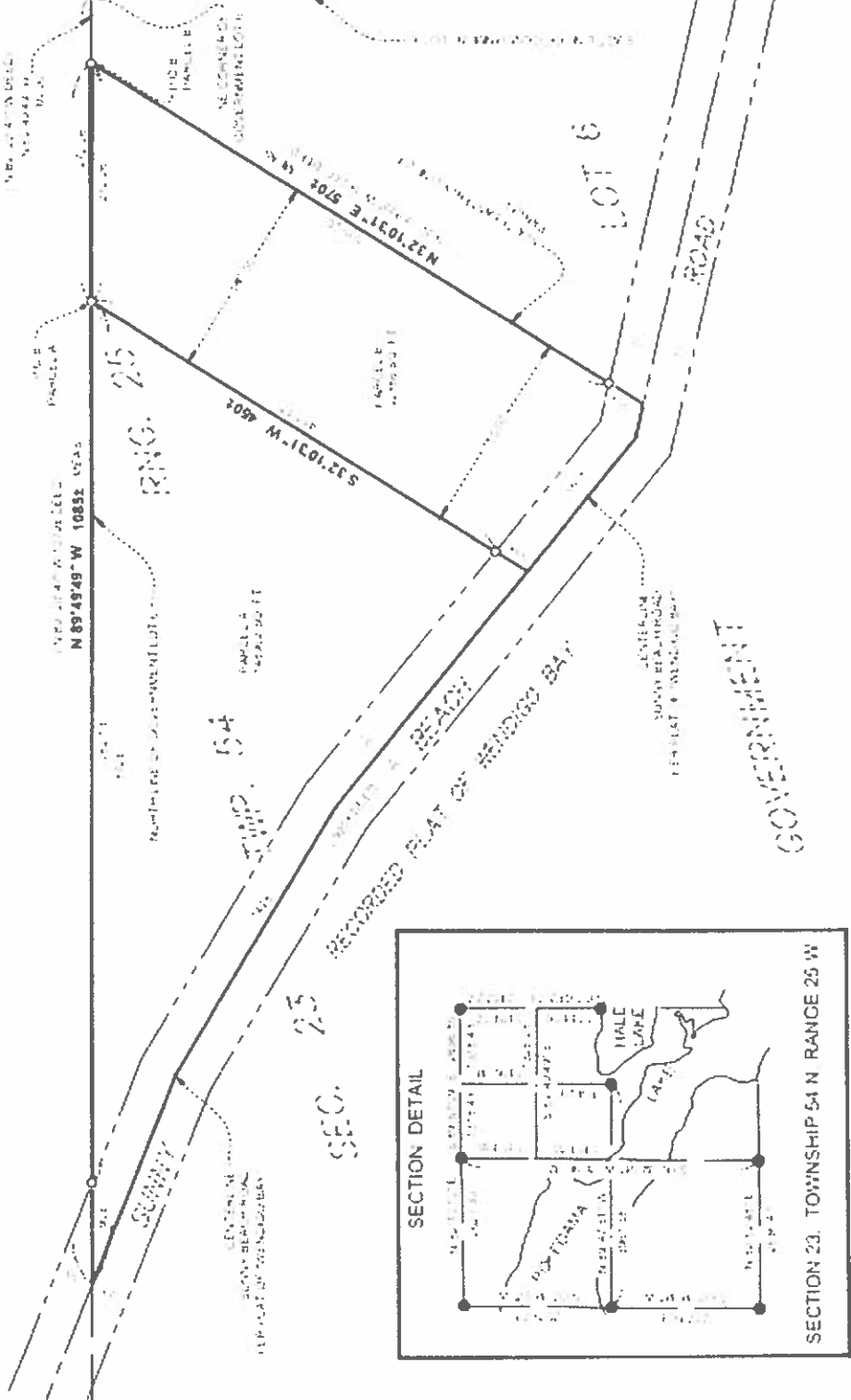
Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 1200 25th Avenue South, MN 56301-4806

SEH is 100% employee-owned | sehinc.com | 320.229.4300 | 888.572.0617 | 888.908.8166 fax



UNIT MEASUREMENTS ARE BASED ON THE BRASS COUNTY SURVEY LOCKS AND STATION MARKS (L.S.M.)



SECTION 23, TOWNSHIP 54 N, RANGE 25 W



CERTIFICATE OF SURVEY FOR: Mike Erickson 19943 Sunny Beach Circle GRAND RAPIDS, MINNESOTA 55744

SDH Project: EM19217
Drawn By: [blank]
Designed By: [blank]
Checked By: [blank]

Revision Issue Description

Date

THIS SURVEY WAS PREPARED BY SEH IN ACCORDANCE WITH THE PROFESSIONAL LAND SURVEYING ACT AND THE LAWS OF THE STATE OF MINNESOTA.
DATE: NOVEMBER 5, 2011



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for All of Us[®]

6B

PRECONSTRUCTION CONFERENCE MINUTES

RE: Sunny Beach Road Reclamation

Date of Meeting: Thursday September 8, 2022

Project Manager: Sara Christenson, PE (MN)

Time of Meeting: 10:00 AM

SEH No.: HARRT 162071
SAP 031-592-001

Location of Meeting: Short Elliott Hendrickson, Inc.
1200 SE 4th Avenue, Suite 200
Grand Rapids, MN 55744

Invitees: Matt Lien – Hawkinson Construction, matt@hawkinsonconstruction.com
Brian Anderson – Hawkinson Construction, brian@hawkinsonconstruction.com
Jim Kelley – Harris Township, supervisordhtp@gmail.com
Jason Engstrom – SEH (Resident Project Representative), jengstrom@sehinc.com
Sam Troumbly – SEH (Resident Project Representative), stroumbly@sehinc.com
Molly Johnson – Material Testing, mjohnson@braunintertec.com
Ross Hendrickson – MnDOT, ross.hendrickson@state.mn.us
Krysten Saatela Foster – MnDOT, Krysten.SaatelaFoster@state.mn.us
Ryan Sutherland – Itasca County, ryan.sutherland@co.itasca.mn.us
Hawkinson Construction to invite subcontractors.

I. Purpose of Meeting

- A. Coordination only, does not alter Contract Documents

II. Introductions and Attendance List:

- A. Sara to take attendance

III. Owner/Contractor Information:

- A. Owner – Harris Township

B. Owner Representative – SEH

1. Lead – Jason Engstrom, jengstrom@sehinc.com, 218.259.8108
2. Secondary – Sam Troumbly, stroumbly@sehinc.com, 218.259.4572

C. Contractor Information:

1. Hawkinson Construction:
 - a. Project Manager
 - (1) Brian Anderson – 218.259.8265
 - b. On Site Project Foreman
 - (1) **Willard Parks – 218.910.8513**
 - (2) Contractor to fill out preconstruction safety checklist
 - c. Responsible person for job safety
 - (1) Site Safety Contact
 - d. Emergency phone numbers (provide list)
 - (1) **Brian & Willard see above**

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 1200 SE 4th Avenue, Suite 200

218.322.4500 | 888.908.8166 fax | sehinc.com

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2. Subcontractors –

- a. Milling/Reclaim
 - (1) **Midstate Reclamation**
- b. Striping
 - (1) **Sir Lines-A Lot**
 - (a) **Chaise VanOverbeke**
- c. Construction Staking
 - (1) **SEH**
 - (a) **Tim Seeley**
- d. Traffic Control
 - (1) **All State Traffic Control**
 - (a) **Laurie Kissner**
 - (b) 2 local persons responsible for maintenance and requests
- e. Signage
 - (1) **All State Traffic Control**
- f. Utilities/Subgrade
 - (1) **Casper Construction**
 - (a) **Tom Alverson**
- g. Landscaping
 - (1) **NAR Landscape Services Inc.**
 - (a) **Andrew Neft**
- h. Concrete
 - (1) **Hawk Construction**
 - (a) **Zac Preble**

3. Schedule

- a. Coordination
 - (1) Woodtick Landing
 - (2) Contractor must call SEH RPR 2 days prior to start of work.
- b. Start date:
 - (1) Itasca County to send Change of Construction Status Form (supplied by SEH)
 - (2) **SEH to complete a Change Order for Completion Dates**
- c. Completion date:
 - (1) Substantial Completion: September 29, 2022
 - (2) Final Completion: September 30, 2022
 - (3) Contractor to provide estimated schedule of work
 - (a) **9/12: Class 5 – Traffic Control**
 - (b) **9/13-9/14: Reclaim**
 - (c) **9/19-9/30: Grade Correction, Pipe, Erosion, Concrete**
 - (d) **10/6-10/11: Paving, Shouldering**
 - (e) **10/11-10/15: Striping, Signs**
 - (4) Notice to Proceed (expected).

IV. Preliminary Information

A. Status of Contracts

1. Contracts – Completed
 - a. **County to send Hawkinson Contract**
2. Performance and Payment Bond – Completed
3. Insurance Certificates – Completed

B. Wage Rates/Payroll

- a. Prevailing Wage shall be paid in conformity with state and federal Prevailing Wage statute – see special provisions. Video detailing the process is available for viewing at <http://www.dot.state.mn.us/const/labor/preconstructiondvds/fedaid/fedaid.html>.
 - (1) Submit all contractors/subcontractors Certified payrolls weekly
 - (2) Submit monthly trucking reports
- b. Send to Marissa (SEH) via email
 - (1) mberguson@sehinc.com
 - (2) Please put project number in subject line.
- c. Poster Board requirements
 - (1) Display first day of work
 - (2) Displayed at worksite and accessible to all employees at all times
 - (3) Location: **TBD**
- d. Required posters - <http://www.dot.state.mn.us/const/labor/posterboards.html>

C. Submittals –

1. Culverts/Aprons
2. Mix Designs
3. Send to RPR (SEH) via email

D. Traffic Control

1. Haul Route:
 - a. **Sunny Beach Road to East of Project & Wendigo Park Road to Harris Town Road**
2. Advance Notice Signing: **County to potentially provide Changeable Message Board**

E. Material Testing – Per Schedule:

1. Contact: Molly Johnson
 - a. Call office prior to work (Shelly @ 218.263.8869)
2. Contractor to contact RPR a minimum of 24 Hours prior to expected time of operations requiring inspection and testing services.
3. Off-site facilities (borrow pits, batch plants, etc.)
 - a. **Gradations C5 on site**
 - b. **Reclaim samples**
 - c. **DCP on reclaim**
 - d. **Culvert compaction testing**
 - e. **Subgrade correction areas/ subgrade prep and select granular borrow**
 - f. **Concrete field testing only**
 - g. **Bituminous (wearing course by October 15th)**
 - (1) **Brink**

F. Pay Estimates

1. Harris Township and Itasca County to discuss pay cutoff dates
 - a. Using Itasca County One Office
 - b. **Pay twice a month, Monday mornings September 19 (every two weeks), October 3rd.**
2. Final payment after receipt of IC-134 and Certified Final Pay Estimate.

V. Temporary Facilities and Controls

- A. Use of Site / Lay down area
 1. **TBD – Ron Ex Pit?**
- B. Construction parking
 1. **TBD – Ron Ex Pit?**

VI. Other Considerations:

- A. Determination of regular weekly meetings:
 1. Time – Wednesday, 9:30 AM, Location TBD (as needed)
 2. Prime Contractor is required to attend, and any sub-contractors currently working on -site.
- B. **Hawkinson to contact the following to notify the following of potential delays:**
 1. **USPS – 218.326.3966**
 2. **ISD 318 – 218.327.6700**
 3. **Greenway Public School District – 218.246.6200**
 4. **Itasca County Sheriff's Office – 218.326.3477**
 5. **Meds One Ambulance – 218.326.0020**
 6. **Garbage Pickup Facilities**
 7. **Local Fire Departments**

For further follow-up contact Sara Christenson, PE (MN) – SEH, at 218.360.0463 (cell) or schristenson@sehinc.com. Thank you in advance for your participation in this meeting.



Building a Better World
for All of Us®

SIGN IN SHEET

<u>NAME</u>	<u>COMPANY</u>	<u>EMAIL</u>	<u>PHONE #</u>
SARA CHRISTENSON	SEH	Schristenson@sehinc.com	360.0463
Molly Johnson	Braun Intertec	mjohnson@braunintertec.com	218.206.3509
RYAN SUTHERLAND	ITASCA Co.	ryan.sutherland@ca.itasca.mn.us	218 360-1727
Krysten Foster	MNDOT State Aid	krysten.saatelefostere@state.mn.us	218-591-9520
TOM ALVERSON	CASPER	tomalverson@caspercon.com	218-398-0706
JASON ENASTROM	SEH	jengstrom@sehinc.com	218 259 8108
Mickey Endres	Braun Intertec	MEndres@braunintertec.com	507-514-0514
Matt Linn			
Chris Francisco			

Sunnybeach Schedule

9/12 HCC - CLS
TRAFFIC CONTROL

9/13-14 HCC - Redarm
MidStates - "

9/19-30 CASPER - GRADE CORRECTIONS
PIPE
NAR - EROSION
HAWK - CONCRETE

10/6-11 HCC - PAVE
SHOULDER

10/11-15 S&P LINES - PAINT
ALL STATES - SIGNS



6D

501 County Road 63 P.O. Box 278 Grand Rapids, MN 55744
 Phone: (218) 326-0309 Fax: (218) 326-0755


To:	HARRIS TOWNSHIP	Contact:	Jim Kelly
Address:	GRAND RAPIDS, MN 55744	Phone:	
		Fax:	
Project Name:	2022 - Harris Twp - Woodtick Landing	Bid Number:	
Project Location:	Woodtick Boat Landing, Harris Twp, MN	Bid Date:	7/11/2022
Attachments:	2022 - Woodtick final revised dwg.pdf		

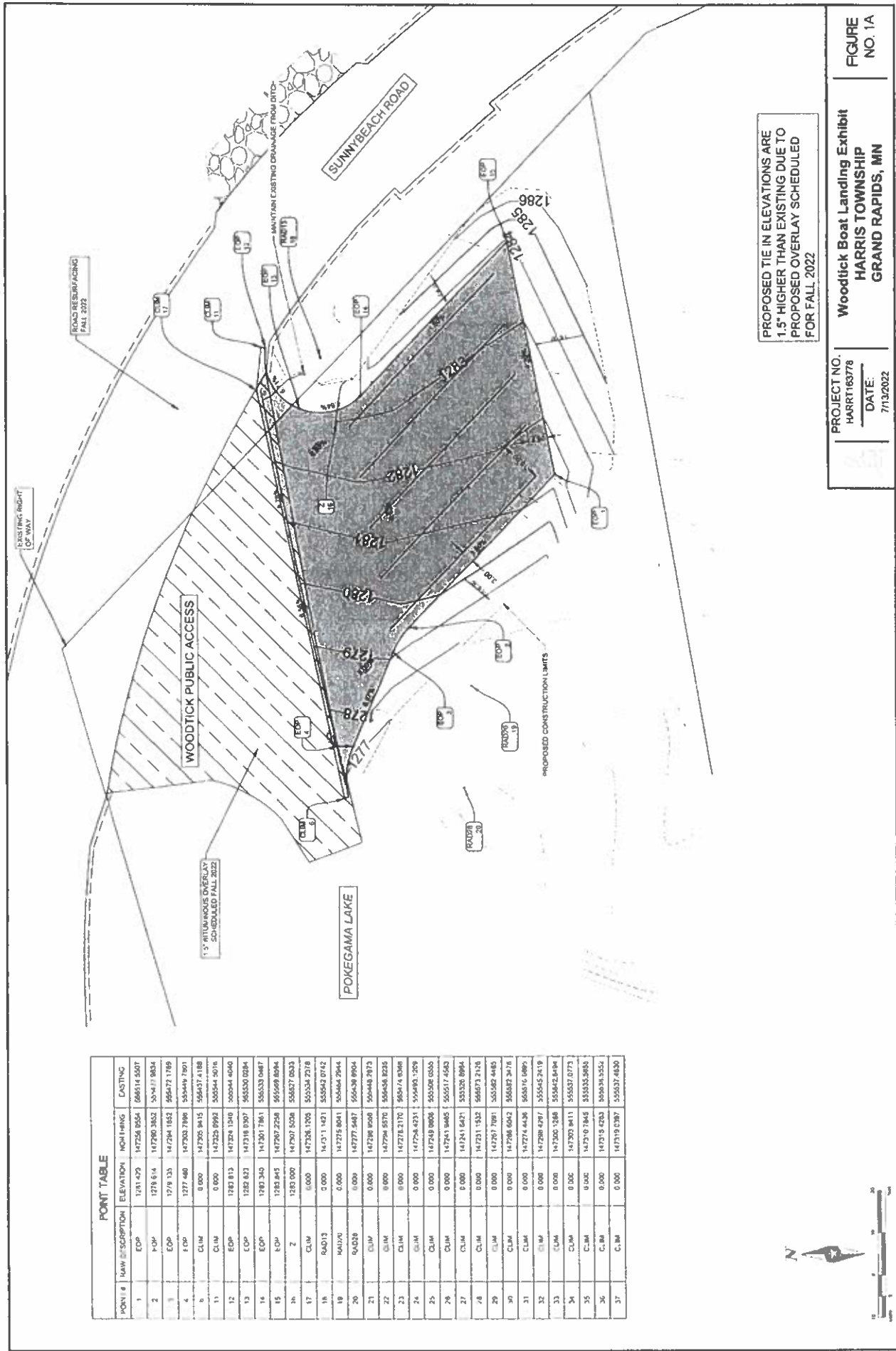
Line #	Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1 - PAVING						
10	2021.501	MOBILIZATION	1.00	LS	\$3,200.00	\$3,200.00
20	2105.601	FINAL SHAPING	1.00	LS	\$2,190.00	\$2,190.00
30	2360.509	2.0" - 9.5 WEARING COURSE MIX (3,B)	54.00	TON	\$113.00	\$6,102.00
40	2360.502 (1)	2.0" - 12.5 NON WEARING COURSE MIXTURE (3,B)	54.00	TON	\$113.00	\$6,102.00
50	2563.601	TRAFFIC CONTROL	1.00	LS	\$675.00	\$675.00
60	2582.502	PARKING LOT STRIPING	1.00	LS	\$615.00	\$615.00
Total Price for above 1 - PAVING Items:						\$18,884.00

Total Bid Price: \$18,884.00

Notes:

- All work to be completed in one mobilization. Additional mobilizations will be \$2,600 each.
- The above prices do not include Performance and Payment Bond.
- The above prices do not include any permits.
- Prime to have gravel base toleranced to +/- 0.10', compacted to meet all density requirements and accepted by the engineer prior to Hawkinson arriving on-site.
- Final shape does not include any importing or exporting of materials.
- Hawkinson to work under prime contractors traffic control devices. We will provide flaggers for our work zone as needed.
- Owner is responsible for locating private utilities.
- Price is based on estimated quantities. Invoice will be based on actual quantities.
- All items are tied.
- This quote, if accepted, will be included in the contract in its entirety.
- Sawcutting and removals are not included.
- We do not include any shouldering, turf establishment or topsoil around the perimeter of the paving.

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: Hawkinson Construction</p> <div style="text-align: right;">  </div> <p>Authorized Signature:</p> <p>Estimator: Matt Lien 218-398-1789 Cell matt@hawkinsonconstruction.com</p>
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PROPOSED TIE IN ELEVATIONS ARE
1.5' HIGHER THAN EXISTING DUE TO
PROPOSED OVERLAY SCHEDULED
FOR FALL, 2022

PROJECT NO.
HARR163778
DATE:
7/13/2022

Woodtick Boat Landing Exhibit
HARRIS TOWNSHIP
GRAND RAPIDS, MN

FIGURE
NO. 1A

POINT TABLE

POINT #	RAW DESCRIPTION	ELEVATION	NOTHING	CASTING
1	EDP	1271.479	147258.9554	066514.5507
2	POB	1278.614	147290.3652	357477.9854
3	EDP	1278.135	147294.1852	956872.1789
4	EDP	1277.480	147293.7789	545449.7801
5	CLM	0.000	147295.9415	556457.4188
11	CLM	0.000	147225.9992	355544.5016
12	EDP	1282.813	147294.1240	500944.4040
13	EDP	1282.823	147218.9307	565350.0284
14	EDP	1283.345	147201.7841	556533.0487
15	EDP	1283.845	147207.2258	655698.8084
16	2	1285.000	147207.5038	556827.0033
17	CLM	0.000	147238.1205	555534.2218
18	RAO12	0.000	147311.1421	585842.0742
19	RA170	0.000	147275.8041	505664.2944
20	RAO28	0.000	147277.5497	556330.8904
21	CLM	0.000	147298.8586	556448.7873
22	CLM	0.000	147294.8576	556458.8235
23	CLM	0.000	147278.3170	956714.0388
24	CLM	0.000	147258.4231	556495.1229
25	CLM	0.000	147249.8006	555506.0550
26	CLM	0.000	147241.8446	555517.4543
27	CLM	0.000	147241.6421	555320.8964
28	CLM	0.000	147231.1532	568573.2126
29	CLM	0.000	147261.7891	555582.4485
30	CLM	0.000	147286.6542	556857.3476
31	CLM	0.000	147274.4436	656516.0890
32	CLM	0.000	147288.4797	555445.2419
33	CLM	0.000	147200.1386	555845.6484
34	CLM	0.000	147203.8411	555537.0773
35	CLM	0.000	147210.7846	555535.5895
36	C. BM	0.000	147215.4263	356938.5254
37	C. BM	0.000	147319.0287	555537.4830

PO Box 480, 212 SE 10th Street
Grand Rapids, MN 55744
Phone: (218) 326-9637 | Email: Estimates@caspercon.com



Website: www.casperconstructioninc.net

Proposal

Date: 8/22/2022

Proposal No.: 22045-1

To: Harris Township
C/O Jim Kelley



6D

Project Name: Woodtick Landing Expansion

Scope of Work:

Items included are:

- Strip and Export excess topsoil
- Grade area to 7.5" below existing bituminous – export excess material if necessary
- Furnish & Install Woven Type 5 Geotextile Fabric
- Place 6" Class 5 – Class 5 to be furnished and hauled by others

Base Bid Price: \$10,740.00

Exclusions:

- Testing/Permits/Inspections
- Bituminous Pavement
- Survey Stakes

Notes:

- Casper Construction is not responsible for damage or repair to unmarked private underground utilities.
- Casper Construction will perform this work during the Sunny Beach Road Reconstruction project this fall

Dan Watkins

Estimator/Project Manager

Terms & Conditions

*** Payment Terms:** Full payment due within 20 days upon completion of work.

***Note:** This proposal may be withdrawn by us if not accepted within 10 days.

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

Indemnity: To the fullest extent permitted by law Casper Construction, Inc., it's subcontractors, whether employed directly or indirectly, shall defend, indemnify and hold harmless (CLIENT), it's owners, their agents, consultants, and employees, from all claims arising out of Casper Construction, Inc.'s negligent acts or omissions for bodily injury and property damage which occur while Casper Construction, Inc. is physically on (CLIENT) premises during work performance.

Indemnity: To the fullest extent permitted by law, (CLIENT) shall defend, indemnify, and hold harmless Casper Construction, Inc., it's owners, agents, consultants, employees, and subcontractors, from all claims for bodily injury and property damage that may arise from (CLIENT) premises including any acts or omissions by (CLIENT) or (CLIENT)'s subcontractors whether employed directly or indirectly, which occur while Casper Construction, Inc. is not physically on premises.

Acceptance of Proposal: The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. In accepting this proposal, I am agreeing to any mechanics liens resulting from non-payment. **Please sign, date, & return to Casper Construction at the above address.**

Date of Acceptance: _____

Signature: _____

**Harris Town Hall
LEASE AGREEMENT**

7A

**Town Hall Caretaker
Cell phone: 218-398-5033**

Name _____ Date of Lease Agreement _____
Address _____ Contact Phone # _____
_____ Resident/\$100 _____ Non-Resident/\$200 _____
Date of Event _____ Type of Event _____
Rental Hours: Start Time _____ End Time _____

RENTER MANDATORY RESPONSIBILITIES:

- RENTER must sweep and vacuum floors after their use.
- RENTER must vacuum all carpeting after their use
- RENTER must wash & put away any dishes used.
- RENTER must remove ALL garbage.
- RENTER must not use tape, tacks, nails, hooks, or place any holes in walls or ceiling.
- RENTER must *not* remove any Township items from the property.
- RENTER must leave the hall in meeting format (see diagram).
- RENTER must complete check-off list denoting they cleaned all of the above.
- RENTER must not disengage the handicap door function.
- Confetti and glitter are **not** allowed in the town hall building or property.
- Smoking is **not** allowed in the Town Hall Building.
- No alcoholic beverages are allowed on Township property.

Maximum Occupancy:

- Meeting/Normal Maximum Occupancy: 120 people**
- Hall Event Maximum Occupancy: 77 people**

Damage Deposit: Failure to comply with the mandatory responsibilities of the Renter in the Town Hall Policy and Lease Agreement will result in a Non-Refund of deposit. The Board may seek additional reimbursement for any and all damages caused by Renter or their guests for not adhering to the Policy and Lease Agreement as outlined including, but not limited to, attorney fees, incurred by the Township and its officers.

It is agreed that the Renter must comply with the following terms and conditions:

1. That the Renter assumes full responsibility and liability for damages to the Harris Town Hall and equipment, ordinary wear and tear excepted, as such might occur during their use of said property.
2. Rentals on any holiday (News Years Eve, New Years Day, Martin Luther King Day, Lincolns Birthday, Presidents Day, Veterans Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Day after Thanksgiving, Christmas Eve, Christmas Day) will be an additional \$100 (on top of your rental rate).
3. It is understood by the Renter of the premises that **NO alcoholic beverages** are permitted on Township property, and **NO smoking is allowed in the Town Hall Building.**

4. It is further understood that the signer of the lease agreement (renter) must be present when setting up, during the use of the premises, and at the time of clean-up. Such presence is a condition for the use of the building on that specific date.
5. It is further understood that the Harris Town Board shall clear any entertainment, and that no music shall, at anytime, be in operation outside the Town Hall. No speakers, amplifiers, or sound apparatus shall be allowed outside or placed in the open doors or windows to produce sound outside of the Town Hall at any time.
6. It is further understood that Renter of said premises shall hold harmless the Town of Harris, the Town Board, and all agents of the Town of Harris for any injuries sustained to persons or property as a result of the use of the Town Hall premises under this agreement. Furthermore, the Renter shall indemnify the Town of Harris, the Town Board of Harris, or the agents of the Town of Harris for any damages or amounts paid the Town on behalf of the Renter, for damages which the Town of Harris as a result become liable due to use of said premises by the Renter.
7. Renter shall indemnify and hold harmless the Town of Harris, the Town Board, and all agents of the Town of Harris against any and all liability, loss, costs, damages, expenses, claims, or actions, including but not limited to attorney fees which the Township, its officers, employees, or agents may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the Renter or Guests during the lease term, from injury to person or property.
8. The Town of Harris, the Town Board, and all agents of the Town of Harris shall not be held responsible for any property of Renters, or of their agents, employees, guests, assigns, or subleasees if left overnight or forgotten on premises, becomes lost or damaged.
9. If the Renter decides to **cancel** at any time before the date of use, it is agreed and understood they will notify the caretaker as soon as possible. If **no** notice is given to the caretaker, the deposit will be forfeited.
10. Please note that the Township Office is located within the Town Hall, therefore, Township supervisors May need to get into or work in the office.
11. No more than one (1) day rentals will be allowed. (Two day or more rentals are not allowed.)
12. Proof of township residency must be provided when signing the lease agreement.
13. **Town hall will close at 9:00 pm for all hall rentals, excluding board meetings.**

13. By execution of this agreement, the Renter hereby agrees to comply with the terms and conditions hereof.

Dated: _____ 20____

Harris Township:

Name of Renter : _____ (print)

Caretaker

Renter Signature

Any comments:

Address

City / State / Zip code

Phone number

<p>Cash Receipt: _____</p> <p>_____ \$100 Resident rate + \$100 deposit</p> <p>_____ \$200 Non-residential rate + \$200 deposit</p> <p>_____ \$100 Resident For-Profit activity rate; \$100 deposit</p> <p>_____ \$200 Non-Resident For-Profit rate; \$200 deposit</p> <p>_____ \$100 additional charge for any holiday rental (on top of the rental rate.)</p> <p>_____ No charge - Funeral activities of resident (proof of residency), Election and political campaigns during election years</p>	<p>Return Deposit? YES _____ NO _____</p> <p>If "YES", date mailed: _____</p> <p>If "NO", reason: _____</p> <p>Rent Check # _____</p> <p>Deposit Check # _____</p> <p>Key Color: _____</p>
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HARRIS TOWN HALL POLICY

PURPOSE

The Harris Town Hall is equipped and maintained to provide a meeting or gathering place to conduct the business of the Township, store records, and serve the community by providing residents access to the facilities for their use. Other persons or groups may also use the facility as the schedule allows. The Town Board has the right to authorize and/or limit the uses and types of activities to take place in the facility, and set rental rates as desired. Please note the Township Office is located in the Town Hall. Township Officials periodically may need to get into the office.

DISCLOSURE

The Board of Supervisors reserves the right to change, amend, make exceptions to, revise or discontinue any policy, practice, rule or regulation set forth herein at any time at its sole and absolute discretion.

PRIORITY

In the event of an emergency, crisis, or other unexpected business, the Town Board reserves the right to cancel or change the scheduling of any activities as necessary.

CARETAKER

The Town Hall Caretaker is hired by the Town Board to superintend the maintenance, scheduling, and rental of the Town Hall. The Caretaker has the authority to execute the terms of this policy as stated, any deviation from such will need Board approval. This position will serve as a liaison to the Town Board in the event of a conflict, discrepancy, or special request of the facility.

LEASE AGREEMENT

The signer of the lease agreement (renter) must be present when setting up, during the use of the premises, and at the time of clean up. Upon signing the lease agreement, he/she acknowledges and accepts complete responsibility of the rules and rental fees explained in the lease agreement form and this policy. The Lease Agreement is an extension of this policy.

TYPES OF APPROVED ACTIVITIES

Town Board meetings	Elections *
Reunions	Senior Groups
Funeral Receptions *	Anniversaries
Wedding Showers	Baby Showers
Graduations	Birthdays
Political Groups *	Church activities
Wedding Receptions	4-H Groups
Non-profit groups	Campfire/Scouts
For-profit activities	Public Meeting/ Law Enforcement*
Dances (with Board Approval	

*There is no rental charge for funeral activities of a Harris Township resident (proof of residency required).

* If law enforcement needs to hold a meeting to inform the public, there is no rental or damage deposit charge.

*There is no rental charge for Elections (Federal, State, County, Township or School Board), or political campaigns "during an election year."

*All 'for-profit activities' will be charged the Residential/non-resident rental fee..

SPECIFIC NON-APPROVED ACTIVITIES
- Rummage/garage sales (Dec 2015)

TOWN HALL RENTAL FEES (per use/day)

Resident: \$100.00 + \$100.00 deposit
Non-Resident: \$200.00 + \$200.00 deposit
Resident for-profit \$100.00 + \$100.00 deposit
Non-resident for-profit \$200.00 + \$200.00 deposit

Holiday rate: Additional \$100.00 (on top of Rental rate).

GENERAL GUIDELINES

1. The use or sale of alcoholic beverages is NOT permitted on township property.
2. Smoking is NOT allowed in the Town Hall building.[Feb. 2008]
3. The Town Board must approve any requested use of the facility or property for something other than what is specified in this policy (see above, *Types of Approved Activities*).
4. Any person signing a lease agreement must be at least 21 years of age and assume the full responsibility and liability for any damages to the Harris Town Hall or its contents, (ordinary wear and tear accepted).
5. The renter assumes the responsibility for cleaning the building and equipment used for their event, as per the lease agreement.
6. Holidays are defined as: New Years Eve, New Years Day, Martin Luther King Day, Lincoln's Birthday, Presidents Day, Veterans Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving Day, Christmas Eve, Christmas Day.
7. Any equipment or contents located in the Town Hall can not be removed from the property by anyone.

8. Harristown board shall clear any entertainment, and that no music shell, at any time, be an operation outside the Town hall. No speakers, amplifiers, or sound apparatus shall be allowed outside or placed in the open doors or windows to produce sound outside of the Town hall at any time.

9. Renter of said premises shall hold harmless the town of Harris, the town board, and all agents of the town of Harris for any injuries sustained to persons or property as a result of the use of Town Hall premises under this agreement. Furthermore, the renter shall indemnify the town of Harris, the town board, or the agents of the town of Harris for any damages or amounts paid the town on behalf of the renter, for damages which the town of Harris as a result become liable due to use of said premises by the renter.

10. Renter shall indemnify and hold harmless the town of Harris, the town board, and all agents of the town of Harris against any and all liability, loss, cost, damages, expenses, claims, or actions, including but not limited to attorney fees which the township, its officers, employers, or agents may hear after sustain, incurred or be required to pay, arising out of or by reason of any act or omission of the renter or guest during the lease term, from injury to person or property.

11. The town of Harris, the town board, and all agents of the town of Harris shall not be held responsible for any property of renters, or of their agents, employees, guests, assigns, or subleases if left overnight or forgotten on premises, becomes lost or damaged.

12. If the renter decides to cancel at any time before the date of use, it is agreed and understood they will notify the caretaker as soon as possible. If no notice is given to the Caretaker the deposit will be forfeited.

13. Please note that the township office is located within the Town Hall, therefore, Township supervisors may need to get into or work in the office.

14. No more than one (1) day rentals will be allowed. Two (2) day or more rentals are not allowed.

15. Proof of Township residency must be provided when signing the lease agreement.

16. The Town Hall will close for all hall rentals, excluding Board meetings.

Adopted December 1996

Updated August 2005

Rate Changes effective June 1, 2006

Updated October 2007

Updated February 2008

Updated May 2011

Updated May 2013

Rate Changes effective May 2013

Updated December 2015

Updated May 2018

Updated August 2018

Updated February 2019

Updated October 21, 2019

Updated September 1, 2022

(218) 398-5033

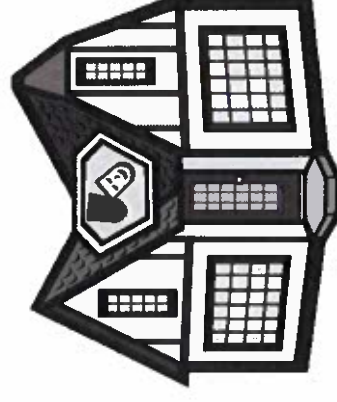
Harris Township
SINCE 1909



NEIGHBORS, SHORES & MORE

HARRIS TOWNSHIP

TOWN HALL POLICY/LEASE AGREEMENT



**FOR INFORMATION OR
QUESTIONS REGARDING
RENTING HARRIS TOWN HALL,
PLEASE CONTACT:**

TOWNHALL CARETAKER

Networking Opportunities Team Meeting

Networking to improve efficiency, maintain service levels and save money
while preserving our individual community identities

August 24, 2022

The next meeting will be September 28, 2022 at the Timberlake Lodge, 11-1, lunch included.

Present: Peggy Clayton (Harris), Lilah Crowe (Historical Society), Greg Tuttle and Tony Valtinson (Cohasset), Sarah Carling (CEDA), Terry Snyder (Itasca County), and Lisa Myrnak (LaPrairie).

Open Market

Cohasset

Greg reported that the Comp. Plan is getting close to being ready to be forwarded to the Planning Commission, public hearing, etc.

The Huber project is still a viable project, but is currently tied up in court.

The downtown project is moving forward, and they are currently dealing with the wild rice concern.

Greg reported that all 6 seats on the council are up for election. Short discussed followed.

Greg's last day with the City of Cohasset is Friday, September 2, 2022, after 27 years of service! Greg was thanked for his years of service, and for serving on the Network Collaborative group.

CEDA

Sarah stated that IEDC has a "Welcoming Community Committee", with the goal of working toward making Itasca County more welcoming.

CEDA has 78 projects in the works, which includes 28 communities.

BlackBerry has 100% of the trails completed, and Bovey has broken ground for their park project.

Nashwauk trailhead is up and running. It is a multi-use trail, which will help the community of Nashwauk.

Harris Township

Peggy reported that 3 supervisor positions are up for election, with all incumbents throwing their hats back in the ring.

The Comprehensive Plan has been completed and is uploaded to the website.

The Clerk position is now being advertised, as it has been vacant since May. The maintenance person who has been with the township for 19 years, has resigned, and accepted a position in a less labor Intense position for another business in Grand Rapids.

Sunny Beach road work will be starting in September with an estimated October 15th completion date.

Mishawaka, and Woodtick boat landings are going through expansions, with the help from DNR. Work should be completed at both boat landings by the end of September.

The township is hopefully in the final stages of the City detachment of (their) portion of Isleview Road.

Historical Society/ Itasca County Agricultural Association/Fairboard

Lilah discussed the "Lights and Pines", and the RV campground. Lilah stated that the goal is to get the community involved!

The "Barn Dance" is schedule to take place in October. There will be wagon rides (they are currently looking into renting wagons). Plans are continuing to progress.

The next escape room "Fantasy" is coming up this fall. Lilah is excited about their escape rooms, as they do get great attendance.

City of LaPrairie

Lisa stated they are working on getting “welcome signs” installed.

One of the supervisors has chosen not to run for re-election.

The City is working on an agreement with MJE Properties, on 63 acres for housing, etc.

Tennis and basketball courts are going to be resurfaced. The City will be paying for materials, and they have a group of volunteers/supervisors to perform the labor.

Itasca County

Commissioner Snyder discussed the 1% sales tax v. the property tax increase. Terry had a handout on the Justice Center Project. On the Ballot is a proposal to use a county wide one percent sales tax to finance the project. If it is approved, revenue from the tax will be used to pay the bonds issued to finance construction. If the sales tax is rejected, the county will implement a property tax increase of approximately 10% to raise the revenue to repay the bonds. The referendum is not a vote to approve the project only how to pay for it.

Discussion held on the Canisteo Pit Meeting to be held at 6:30 pm at the Bovey City Hall. The meeting will focus on rising water and a planning update. Community members are encouraged to attend and there will also be a zoom link available on the Bovey City website. Itasca County has a workgroup comprised of IRRRB, Arbo Township, City of Bovey, and Itasca County, to name a few. IRRRB will loan the DNR money for temporary pumping. Terry stressed that Itasca County wants a permanent fix.

The county received an engineering estimate of \$600,000 from Casper Construction for the campgrounds (42-47 sites). Work could begin before “Grand Jam” 2023.

Appendix H

**CARETAKER
HARRIS TOWNSHIP**

Job Description: The position of Caretaker is to take care of hall rentals for family gatherings, birthdays, showers, weddings, anniversaries, meetings, etc. Duties include, but are not limited to reserving and scheduling the town hall for constituents (resident, and non-resident); meeting with renter to get lease agreements (for rentals) signed, receiving rental and deposit fees, signing out keys, going over policies regarding renter responsibilities of cleaning hall after rental; follow up at the hall after renter concludes their reservation, and prepping the hall for the next renter; inventory and ordering of cleaning supplies, and other items needed for the hall; preparing monthly Rental Register, Monthly Pay Request, and monthly Town Hall Report for Regular Township Board Meetings; dusting drapes, windowsill; wiping and sanitizing chairs, tables, water fountain; cleaning microwave, stove, and inside cupboards/arranging cupboards; vacuuming, laundering towels, etc., cleaning and sanitizing bathrooms, toilets, mirrors, inside windows, and perform other duties as assigned.

This Position is also assigned to receive calls from constituents that want to reserve the Pavilion at Crystal Park, and also post a monthly calendar at the Pavillion.

- 1) All key meetings must take place in the hall;
- 2) All deposits given back to the renter must be done at the end of every month;
- 3) Deposits returned need to be completed at the hall, and not delivered or mailed;
- 4) Any renter who does not get his/her deposit back, should be noted, and not rented to them again; (in separate book)
- 5) Color of key should be noted on the lease agreement and in the rental book, and checked off, when returned.
- 6) All rent monies must be given to the Clerk at the end of each month
- 7) There are no exceptions with regard to lease agreements, and the above.
- 8) Calls, texts, emails to potential

Hours of work: Hours range anywhere from 30-40 per month, and depend on the amount of renters reserving the town hall (on a monthly basis). Work times also vary, depending on when the hall is reserved, when you are meeting with renters, and when you are prepping the town hall for the next renter.

Minimum Qualifications: must have good cleaning experience (to include but not limited to sweeping, vacuuming, mopping, dusting, organizing and cleaning cupboards, sinks, bathrooms, and toilets, etc); must be flexible, and be able to prioritize, juggle, and organize hall rental calendar, phone calls and text messages from constituents; must have a good work ethic; must be extremely reliable and dependable; must have a valid drivers license and means of transportation; must be able to take and follow direction, procedures, policies; and must be able to work well with others. Computer experience is not mandatory, but is highly recommended. Must be able to pass a background check, and reference check. Individual chosen will serve a 90 day probation.

1. First point of contact for all questions regarding the Harris Township Cemetery and follow up promptly with responses:

This position receives calls from people regarding the cemetery, which could be burials, purchasing sites, or from headstone companies.

If somebody calls you regarding a burial, that could come from a family member or the funeral home. If somebody calls in need of a burial you need to ask them when they want the burial to take place first, and then find out if they already have a site. If they do not have a site, then you would meet with the people at the cemetery so they could pick out a lot. When you do meet somebody at the cemetery, you need to take your black book, the map, and the receipt book. Sometimes people will pay with cash- either way, always use the receipt book.

If the funeral home is arranging the burial and a site is owned, be sure to confirm that the funeral home is collecting the fees and sending to the Township. The funeral home will then mail the disposition papers along with a check for the burial to the Sexton.

If the family is coordinating the burial, you will need to collect payment and either disposition papers or a copy of the death certificate for the burial before you can confirm and authorize Derrick to do the work preparing the site.

If someone just wants to purchase a site you also need to meet them at the cemetery and bring the black book, map, and receipt book. Let them chose a site to their liking and then verify the location is available using the map and correlating with the black book. On the receipt always write the site description, and whomever they wish the owner or the site to be on the Deed, also retain a full address and phone number. The top copy of the receipt goes to the purchaser, the 2nd copy goes to the Treasurer with the payment and the final copy stays in the book for the Sexton records.

You will get calls from a headstone company, which could be Duluth Monument or Northland Monument, (the most common used by our residents). When people purchase a headstone, those companies need to come in and set up the stone. Those calls also need to be relayed to Derrick as he marks the site for them to lay the stone. He does not set the stones himself, only marks them.

If the family is working with veteran services, Derrick will lay the veterans stones. Those calls may be sent directly to the service center maintenance. If a family wants maintenance to place the foot stone, the township will charge an hourly wage for the time it takes to dig and lay that foot stone.

You also might get calls from people wanting to sell their sites back to the township. If that occurs their request needs to be in writing and sent to our service center address. They also need to provide a copy of the deed with that request. If they don't have the deed etc. it is their responsibility to get a new one from the recorders office. The deed tells us how much this site cost them at the time of purchase. No deed = no sale. This is subject to Board approval and must be verified that no one has been placed in the site. That letter of buy back request, the owners Deed and the newly drafted buy back Deed all go to the board for approval at the next regular meeting. The Sexton has to re-file a deed giving ownership back to the township, and this also has to be filed with the recorder's office. The Sexton must also

notify Maintenance to remove them from owning a site in his books and remove their card from the Rolodex and white out their information in the black book. When the original Deed is returned from the recorder's office that will be filed in the bottom black drawer, corresponding with the correct site. * You must also update and remove them from the Documents/Cemetery/Sexton/Section/Block Listing and update the website to such. Further direction below.

If you receive a call from someone wanting to know if so-and-so is buried at the cemetery, you need to obtain the last name of that individual they're looking for, and look at the black Rolodex. If a family name is in the Rolodex, you would look at the card and then go to the black book to find a location to see if someone was buried in that location. You can also look in the bottom drawer of the two drawer black file cabinet by looking for the last name to find any information or disposition paperwork we would have obtained at burial. If no information, you can let the family know, and at that point they are on their own. Any time you have a new burial, a new card needs to be made out and placed in the Rolodex. Any time that you work with the burial, etc. that information needs to be placed on the Rolodex card (i.e. lot purchased, deed received, burial, etc). It is important to have great cross-reference information on the cards.

Any calls coming in on leveling of headstones, those need to go directly to maintenance.

Remember to always text Maintenance, the maintenance supervisor, so he is also in the "loop" with regard to burials, digging, etc.

2. Prepare and maintain policies, procedures and brochures, as per Board direction, and relay that information to others who assist in the maintenance of the cemetery or to the general public:

Sexton updates as needed, with regard to the policy, procedures and brochures. Sexton will get that direction from the board as changes to policies are always made at board meetings.

There's also a frequently asked questions section on the bottom of the policy called "other helpful information".

When you do update the policy for the cemetery you need to go onto the laptop to update it and then you need to upload it to the website under the cemetery folder. Once it is updated you need to print it out, make copies and then bring 25 of the brochures to Libby, 25 to Rowe, and give one to our maintenance staff person, and then fill the slots at the cemetery. Whatever you sent to Rowe and Libby, it should be sent to them in a PDF format.

3. Coordinate all burial arrangements; Funeral Directors, Maintenance Team, Board, as needed.

You would need to coordinate burial arrangements, if someone calls and needs to be buried, or if they own or do not own their own site. Sometimes it's slow, depending on the time of year and when they want to do their burial or purchase this site.

If they own their own site then you are talking back-and-forth with Maintenance regarding the site location and the time of service and then confirming all that information with Maintenance. Always direct any questions back to the policy. Send a copy of the policy and rate to those who have questions also when you respond to them so they also have the information moving forward.

The Sexton must be familiar with all policies and procedures for marking graves!

The funeral home or family usually gets in touch with the sexton. The Sexton then calls Maintenance, if they own the site and confirm the date etc. Sexton confirms with the funeral home. Maintenance puts it on the schedule. The payment and disposition paperwork needs and comes from the family or funeral home. Sometimes a funeral home collects the payment for the burial, or family meets with Sexton and pays the Sexton.

4. Deed preparation, Sale, Recording, Filings and follow up with notifications of such with Board, Maintenance team, and Purchaser.

If the family doesn't have a site, they will need to purchase a site. you meet at the cemetery, take the black book, map, and receipt book. The family usually has some idea of where they want to be (section 3 is open, section 1 and 2 are touch and go, as one could hold a cremation in those sections).

You need to take the map and verify space availability. Some families might want 1 site or more than a site. When that occurs you need the receipt book, and take the payment at the cemetery. People can purchase up to four on one deed, but if it's more than 4, then another deed and recording fee of \$46 has to be completed. If they are family owned sites, you do not need to draft a Deed for each family member, advise them to set an owner and have copies of the Deed with each family member that plans to be placed in our cemetery.

Once you have completed that at the cemetery, then you need to record, make Rolodex card, and follow up with the format and receipt. You need to put the lot, block section, site, home address, and phone number on receipt copy. These dates get recorded in the black book, you make up a card, and place in the Rolodex, and a make up a card for Derrick, and put that in his folder in the Town Hall.

If the card is already in the Rolodex you just add to the record on that card, and then let Derrick know. The 2nd copy in the receipt book goes to the Treasurer with the money collected. Derrick has full set of books just like the Sexton does. You then prepare the deed, which goes on the next board agenda just for signature purposes only, as the board does not need to approve that. Once the deed is signed by the board the original is mailed or dropped off at the recorder office. They record it and stamp and mail it back to the service center with a bill. The recorder department then bills \$46 for the recording fee back to the township. The recorder will send an invoice with the original deed back to the township. You need to make a copy of the deed, put it in the bottom drawer of the black file cabinet. The original gets mailed to the owner. Provide a copy of the invoice to the Treasurer and note who it was for.

Disposition papers - when someone dies or someone is getting buried, we will either get a disposition paper or certificate of death from the family or funeral home, along with the check. Make a copy of both give a copy to Treasurer with the check. If you get a certificate of burial you treat it the same way. If owner provides an original death certificate, make a copy of the death certificate, and get the original back to the family.

Record Burial – Mark the burial in the black book, one section for purchase and one section of who is buried. Place the disposition papers or death certificate in the box in the bottom black drawer.

How to mark an online system –Any changes or updates to burials or purchases need to be updated to the website. Once you have completed deeds etc. you need to go into the online system and mark the

site off in the online system. It is in the Documents/Cemetery. All are broken up into sections 1, 2, and 3. From there each block is also separated. Update it in the word format and save back to its original location. Log in the website admin, go to the cemetery tabs and remove the block you are updating then upload the correct block to the correct file location. This does not need to be in PDF format, I have them all in Word so that they are easy to update and you do not need to reformat each time you have to update a block.

5. Relay payments received and notify of any County Filing fees charged to the Township account to the Clerk. Keep receipt book for all Deeds sold.

Any and all transactions need to be documented and funds must be provided to the Clerk with documentation of what the monies are for. Copies of the check with the disposition papers or Deed should be made for easy reference to what the money is for. Remember to always give the Clerk the receipt copy for her records also.

6. Update and maintain Harris Township Cemetery Web links with current and relevant news.

You need to update sales in the township cemetery web links with current and relevant news whenever someone is buried. You update in the cemetery folder, and upload to the website. All cemetery records are kept at the Service Center a file cabinets. These are valuable and personal documents and should not be stored in your home. They should be removed for sales and meetings at the cemetery and then the Sexton should promptly return these to the service center file cabinets.

The cemetery website sections (1, 2 and 3) must be updated every six months (January and July).

All forms used for the cemetery are on the computer, Documents/Cemetery.

There are separate buy back deeds and deeds. Use the correct one and pull the last one prepared and type over it. All forms are formatted in Word for easy edit.

7. Update the books online monthly for public viewing, and work with maintenance on updating.

You would update the policies, burials, and purchases, and keep all up to date.

8. Maintain Cemetery Books, Records, and Sexton computer books, and work with maintenance on updating.

Make sure to always update books and records whenever it occurs. Do not wait and do it once every six months etc. as it just causes of a lot of issues of keeping up with what's going on. All of the updating is on the computer and again as you get them. Always make sure you e-mail Derrick with sale and burial updates as he is a source in the checks and balances for the cemetery.

9. Sexton needs to keep track of detailed work completed and time it takes to complete a burial process, every two weeks. That information is placed on the pay request.

10. As cemetery sites are sold, processing the cemetery deed, and getting it on the board agenda for approval, must be done in a timely manner/earliest possible convenience.

11. When winter burial rates are effective, they do stay in place until the board lifts the winter burial rates, via resolution at a board meeting.

12. When the cemetery policy is updated, or when winter burial rates are effective and lifted, that information must be relayed to funeral homes in Itasca County, it keeps funeral homes updated for their communication with files, etc.
13. No wiggle room with regard to policies, as it would open the door for everyone.
14. Calls, texts, emails from potential site purchasers or funeral home, must be returned as soon as possible

Madam Chair Clayton introduced the following Resolution at the Regular Meeting held on September 14, 2022:

10D

Resolution No. 2022-018

A RESOLUTION ADOPTING THE LEVY COLLECTABLE IN 2023

WHEREAS the voters of Harris Township met at their annual meeting, held March 8, 2022, 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 2023:

General Fund Operations	\$160,000
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	\$ 15,000
Cemetery Fund	\$ 7,000
Recreation Fund	\$ 25,000
Building & Grounds Fund	\$ 25,000
Fire Fund	\$135,000
Capital Improvement Fund	\$130,000
Total levy collectible in 2023	\$1,126,253

Adopted this 14th day of September 2022.

Peggy Clayton, Madam Chair

Attest:

Mike Schack, Vice Chair

Supervisor _____ made a motion, seconded by Supervisor _____, to approve the foregoing Resolution #2022-018, and the following voted in favor thereof:

Ayes - ; Nays -

Thereby the resolution was declared passed and adopted this 14th day of September 2022.

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: August 16, 2022
TO: Township Clerks
RE: 2023 Property Tax Levy Certification Procedures

Enclosed is the form for submitting your 2023 Township Levy Certification to us. The due date for certification to the County is **SEPTEMBER 30, 2022**. 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 2022, 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, 2022, the Township must recertify its levy to the County Auditor no later than December 28, 2022.

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 2023 payable taxes on a parcel, please submit these, along with the parcel numbers to certify to, by **November 30, 2022**.

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

Payment Request

Harris Township
Itasca County

Name: Peggy Clayton

Date	Description	# Hours	Rate	Amount
8/10/2022	Regular Meeting	fixed rate	\$60.00	\$60.00
8/24/2022	Planning and Development Meeting	fixed rate	\$60.00	\$60.00
8/8/2022	Itasca County Township Association Meeting	fixed rate	\$60.00	\$60.00
		Fixed rate	\$60.00	
Monthly	Supervisor Wages/Chair - month	fixed rate	\$450.00	\$450.00
Additional Hourly Work:				
8/1/2022	Pull together instructions on how to set headstone	0.5	\$19.00	\$9.50
8/1/2022	Work session 5:30-8 pm, copies 5:15-5:30 and 8-8:30	3.25	\$19.00	\$61.75
8/2/2022	Update maintenance JD	0.5	\$19.00	\$9.50
8/2/2022	Work on clerk posting, update on website, add land sale etc	2	\$19.00	\$38.00
8/3/2022	Added adminusativevto maintenance jd	0.5	\$19.00	\$9.50
8/3/2022	Update 8/1 minutes	0.25	\$19.00	\$4.75
8/9/2022	Email and calls to Auditor Re: pay requests	0.25	\$19.00	\$4.75
8/10/2022	Meet with Sarah/CEDA 10-12	2	\$19.00	\$38.00
8/12/2022	Research allowing candidate forum at Town hall	0.5	\$19.00	\$9.50
8/12/2022	Email back and forth to MAT and Kathy Hron	0.25	\$19.00	\$4.75
8/12/2022	Email and phone conversation on Clerk position	0.25	\$19.00	\$4.75
8/14/2022	Email on Clerk position	0.25	\$19.00	\$4.75
8/18/2022	WS 6-8 pm; copies 5:30-6	2.5	\$19.00	\$47.50
8/23/2022	Northwest Gas Zoom Mtg 10-11 am	1	\$19.00	\$19.00
8/24/2022	Network Opportunities Mtg 11-1	2	\$19.00	\$38.00
8/24/2022	District 11 Zoom Mtg 6-7:15 pm	1.25	\$19.00	\$23.75
8/24/2022	Email to person and call to person : clerk position	0.25	\$19.00	\$4.75
8/25/2022	Email to person Re: clerk position	0.25	\$19.00	\$4.75
8/30/2022	Disc. With Caretaker	0.5	\$19.00	\$9.50
8/31/2022	WS 6-8 pm, copies 5:30-6; mail 8:30-8:45	2.75	\$19.00	\$52.25
		21	\$19.00	\$399.00
Hours Covered Under Stipend:		Applicable		
Date		Mileage	Hours	
8/1/2022	Call from resident Re: headstone			
8/1/2022	Discussions with caretaker/sexton			
8/2/2022	Facebook post (2)			
8/3/2022	Call on land sale			
8/4/2022	Sent TED Letter			
8/7/2022	Facebook post			

Payment Request

Harris Township

CLERK

Name: Peggy Clayton

Address:

Grand Rapids

Date	Description	# Hours	Rate	Amount
CLERK				
8/1/2022	Mail (mileage)	0.25	\$19.00	\$4.75
8/2/2022	Minutes of 8/1/22 WS 1:45-2:30	0.75	\$19.00	\$14.25
8/3/2022	Work on agenda	0.5	\$19.00	\$9.50
8/7/2022	Upload agenda, packets etc 11-2:30 pm	3.25	\$19.00	\$61.75
8/8/2022	Pick up election supplies at courthouse (mileage)	0.75	\$19.00	\$14.25
8/8/2022	Set up hall for elections 10-12:30; 1:15-2:15 pm	3.5	\$19.00	\$66.50
8/8/2022	Meeting with election judges 5:15-6:45 pm	1.5	\$19.00	\$28.50
8/9/2022	Start cleaning hall after elections 10:00-11 pm	1	\$19.00	\$19.00
8/10/2022	Mail (mileage)	0.25	\$19.00	\$4.75
8/10/2022	Set up before brd 6:30-7 pm	0.5	\$19.00	\$9.50
8/10/2022	After brd meeting, upload, copies etc 8:45-10:00 pm	1.25	\$19.00	\$23.75
8/11/2022	Banking (mileage)	0.5	\$19.00	\$9.50
8/11/2022	Hall to post 2 notices , drop off copier supplies, etc	0.5	\$19.00	\$9.50
8/11/2022	Purchase supplies (mileage)	0.5	\$19.00	\$9.50
8/12/2022	Email affidavit of candidacy	0.25	\$19.00	\$4.75
8/14/2022	Minutes of 8/10/22 Brd meeting 9:45-11:15 pm	1.25	\$19.00	\$23.75
8/16/2022	Hall for affidavit of candidacy 1:00-5:00 pm	4	\$19.00	\$76.00
8/18/2022	Mail (mileage)	0.25	\$19.00	\$4.75
8/20/2022	WS minutes of 8/18/22 1:10-1:30; 2:25-2:55 pm	0.75	\$19.00	\$14.25
8/21/2022	Brd agenda, upload, etc 2-3:45 pm	1.75	\$19.00	\$33.25
8/22/2022	Banking (mileage)	0.5	\$19.00	\$9.50
8/24/2022	Set up for brd 5:15-5:45 pm	0.5	\$19.00	\$9.50
8/24/2022	After brd meeting, upload, copies etc	0.75	\$19.00	\$14.25
8/25/2022	Banking (mileage)	0.5	\$19.00	\$9.50
8/27/2022	Bd minutes of 8/24/ 7:15-7:50; 8:05-9:05 pm	1.75	\$19.00	\$33.25
8/31/2022	Mail (mileage)	0.25	\$19.00	\$4.75
8/31/2022	Copies for WS 5:30-5:45	0.25	\$19.00	\$4.75
	TOTAL	27.75	\$19.00	\$527.25

Reimbursements:		MILEAGE		
July	GRSB deposit = 11.8, 11.8, 11.8	35.40	0.625	
	Mileage 4x to hall	32.00	0.625	
	Courthouse	11.00	0.625	
	Stokes supplies/paper 11.8	11.80		
	<i>Total reimbursements requested:</i>	90.20	0.625	\$56.38

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

31-Aug-22

Signature

Peggy Clayton

Payment Request

Harris Township
Itasca County

Name: Peggy Clayton

Address: Grand Rapids

Date	Description	# Hours	Rate	Amount
Cleaning:				
8/7/2022	Clean after 8/6/renter 2-2:30 pm	0.5	\$19.00	\$9.50
8/10/2022	Clean after elections...mop, wash towels etc 12-1:30 pm	1.5	\$19.00	\$28.50
8/10/2022	Fold towels 6:15 pm	0.25	\$19.00	\$4.75
TOTALS		2.25	\$19.00	\$42.75
Texts, calls:				
8/7/2022	Call to person wanting to rent May 2023; let caretaker know	0.25	\$19.00	\$4.75
8/12/2022	Call on hall rental for December 18	0.25	\$19.00	\$4.75
8/12/2022	Call to cancel pavilion for Aug 21	0.25	\$19.00	\$4.75
8/12/2022	Call on reserving Aug 29, Sept 1 and Sept 3	0.25	\$19.00	\$4.75
8/12/2022	Follow up call on Aug 29, Sept 1 and Sept 3 rental	0.25	\$19.00	\$4.75
8/12/2022	Call back on hall rental	0.25	\$19.00	\$4.75
8/13/2022	Call back on hall rental	0.25	\$19.00	\$4.75
8/13/2022	Call on Oct hall rental	0.25	\$19.00	\$4.75
8/15/2022	Call on pavilion rental	0.25	\$19.00	\$4.75
TOTALS		2.25	\$19.00	\$42.75
SEXTON				
8/6/2022	Email from Rowe	0.25	\$19.00	\$4.75
8/7/2022	Call 2x to person wanting to purchase sites	0.25	\$19.00	\$4.75
8/8/2022	Call to person on site purchase	0.25	\$19.00	\$4.75
8/8/2022	Call from person needing to redo/resend their cr, check	0.25	\$19.00	\$4.75
8/8/2022	Call and email from Rowe in 8/11/22 burial	0.5	\$19.00	\$9.50
8/12/2022	Call on VA headstone	0.25	\$19.00	\$4.75
8/15/2022	Call on wanting to purchase sites, location etc	0.5	\$19.00	\$9.50
TOTAL		2.25	\$19.00	\$42.75
Reimbursements:				
OVERALL TOTAL				\$128.25
<i>Total reimbursements requested:</i>				

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

31-Aug-22

Signature

Peggy Clayton

Payment Request - Caretaker

Harris Township
Itasca County

Name: Terri Friesen

Date	Description	# Hours	Rate	Amount
KM/Cleaning			\$15.00	\$0.00
8/22/2022	clean hall	1.5	\$15.00	\$22.50
8/24/2022	tidy up hall	0.5	\$15.00	\$7.50
8/24/2022	KM (Ken)	0.5	\$15.00	\$7.50
8/25/2022	tidy up, laundry & garbage	2	\$15.00	\$30.00
8/30/2022	tidy up hall	0.5	\$15.00	\$7.50
8/30/2022	Three KM's (Christy, Rosalie, Diane)	1.5	\$15.00	\$22.50
9/6/2022	clean hall	1	\$15.00	\$15.00
			\$15.00	\$0.00
			\$15.00	\$0.00
			\$15.00	\$0.00
Text Calls			\$15.00	\$0.00
8/21/2022	2 X rental Q	0.5	\$15.00	\$7.50
8/22/2022	caretaker text w/ Peggy	0.5	\$15.00	\$7.50
8/22/2022	Pavilion text w/ Peggy	0.25	\$15.00	\$3.75
8/23/2022	text to Peggy re: rentals	0.5	\$15.00	\$7.50
8/23/2022	return calls re: rentals	0.5	\$15.00	\$7.50
8/23/2022	set up four KM's	1	\$15.00	\$15.00
8/24/2022	rental Q	0.25	\$15.00	\$3.75
8/25/2022	shopping Home Depot for supplies	1.5	\$15.00	\$22.50
8/25/2022	rental Q's X6	1.25	\$15.00	\$18.75
8/26/2022	Paviion reservation	0.25	\$15.00	\$3.75
8/30/2022	meet renter at hall to see facility	0.5	\$15.00	\$7.50
8/31/2022	2 rental Q's	0.5	\$15.00	\$7.50
8/31/2022	discussion w/ Peggy re: rental updates	1	\$15.00	\$15.00
9/6/2022	rental q's X 3	0.75	\$15.00	\$11.25
9/8/2022	paperwork & reports	2	\$15.00	\$30.00
	TOTALS	18.75		\$281.25
Reimbursements:				
	Description:			Amount
	<i>Total reimbursements requested:</i>			

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.

9/9/2022 Terri Friesen

Signature

Terri Friesen

Payment Request
 Harris Township
 Itasca County

Name: Dan Gilbert

Date	Description	# Hours	Rate	Amount
8/8/2022	Itasca County Township Association	fixed rate	\$60.00	\$60.00
8/10/2022	Regular Meeting	fixed rate	\$60.00	\$60.00
8/24/2022	P&D Meeting	fixed rate	\$60.00	\$0.00
Monthly	Supervisor Wages - month	fixed rate	\$400.00	\$400.00
Additional Hourly Work:				
8/1/2022	work session	2.5	\$19.00	\$47.50
8/4/2022	weed inspector training	3	\$19.00	\$57.00
8/18/2022	work session	1	\$19.00	\$19.00
8/31/2022	work session	1	\$19.00	\$19.00
			\$19.00	\$0.00
			\$19.00	\$0.00
			\$19.00	\$0.00
			\$19.00	\$0.00
			\$19.00	\$0.00
		TOTAL	\$19.00	\$142.50
Hours Covered Under Stipend:				
Date	Description	Applicable Mileage	Hours	
		Total	0	
Reimbursements:				
	Mileage total from hrs included in stipend	0.00	0.56	\$0.00
	Additional miles	0.00	0.56	\$0.00
	Other expenses			
	<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.

8/1/2022

DAN GILBERT

Date

Signature

Payment Request

Harris Township
Itasca County

Name: Jim Kelley

Date	Description	# Hours	Rate	Amount
8/10/2022	Regular Meeting	fixed rate	\$60.00	\$60.00
8/24/2022	Planning and Development Meeting	fixed rate	\$60.00	\$60.00
8/8/2022	Itasca County Township Association Meeting	fixed rate	\$60.00	\$60.00
	Board of Audit	fixed rate	\$60.00	
Monthly	Supervisor Wages - month	fixed rate	\$400.00	\$400.00
Additional Hourly Work:				
8/1/2022	Work Session	2.25	\$19.00	\$42.75
8/31/2022	Work Session	2	\$19.00	\$38.00
			\$19.00	\$0.00
	TOTAL	4.25		\$80.75
Hours Covered Under Stipend:				
Date	Description	Applicable Mileage	Hours	
8/2/2022	Talked with DNR on Woodtick		0.25	
8/3/2022	Had call from DNR on Landings		0.25	
8/5/2022	Talked with resident on road issue, and poition at Township		0.25	
8/6/2022	Talked with resident on cemetery about lots		0.25	
8/6/2022	Talked with resident on meeting dates and times		0.25	
8/6/2022	Talked with resident on open position with Township		0.25	
8/7/2022	Drove gravel roads	35	1.25	
8/9/2022	Talked with S E H on Sunny Beach Road		0.25	
8/11/2022	Emailed GM for pricing on Landing paving		0.25	
8/11/2022	Call Hawkinson for update pricing on Landing paving		0.25	
8/11/2022	Talked with Casper on pricing updfat on landings		0.25	
8/15/2022	Call call on Sunny Beach timeline		0.25	
8/21/2022	Inspect town roads	50	1.75	
8/29/2022	Meet with resident on Bay View Rd.	11	0.75	
	Total	96		
Reimbursements:				
	Mileage total from hrs included in stipend	96.00	\$ 0.59	\$56.16
	Additional miles		0.59	\$0.00
	Other expenses			
	<i>Total reimbursements requested:</i>			\$56.16

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.

8/31/2022

Jim Kelley

Date

Signature

Payment Request

Harris Township
Itasca County

Name: Mike Schack

Date	Description	# Hours	Rate	Amount
8/10/2022	Regular Meeting	fixed rate	\$60.00	\$60.00
8/24/2022	Planning and Development Meeting	fixed rate	\$60.00	\$60.00
8/8/2022	Itasca County Township Association Meeting	fixed rate	\$60.00	\$60.00
Monthly	Supervisor Wages - month	fixed rate	\$400.00	\$400.00
Additional Hourly Work:				
8/1/2022	work sesssion	2.5	\$19.00	\$47.50
8/1/2022	am mtg	0.5	\$19.00	\$9.50
8/2/2022	mtg with derrick	2	\$19.00	\$38.00
8/5/2022	mtg with derrick	2.5	\$19.00	\$47.50
8/8/2022	week ok 8-8 am/pm/mtg's	3.75	\$19.00	\$71.25
8/8/2022	elec. Set up	1	\$19.00	\$19.00
8/10/2022	training at cemetary	4.5	\$19.00	\$85.50
8/11/2022	tff mtg	1.5	\$19.00	\$28.50
8/15/2022	week of 8-15 an/pm mtg's	3.75	\$19.00	\$71.25
8/18/2022	work sesssion	2	\$19.00	\$38.00
8/22/2022	week of 8-22 am/pm mtg's	3.75	\$19.00	\$71.25
8/24/2022	district mtg/zoom	1.25	\$19.00	\$23.75
8/24/2022	talk with rowe	0.25	\$19.00	\$4.75
8/25/2022	help at cemetary	0.75	\$19.00	\$14.25
8/29/2022	8-29,30,31 am/pm mtg's	2.25	\$19.00	\$42.75
8/29/2022	look for grave site	0.25	\$19.00	\$4.75
8/29/2022	wa1t for shipment	1	\$19.00	\$19.00
8/30/2022	fema mtg/hsem	1.5	\$19.00	\$28.50
8/30/2022	check on well problem/talk with benes well driling	1	\$19.00	\$19.00
8/30/2022	talked with fema	0.5	\$19.00	\$9.50
8/31/2022	work session	2	\$19.00	\$38.00

		TOTAL	38.5		\$731.50
Hours Covered Under Stipend:		Applicable			
Date	Description	Mileage	Hours		
8/1/2022	landings	18			
8/8/2022	landings	15			
8/8/2022	week of 8-8 am/pm/mtg's	60			
8/11/2022	tff mtg	12			
8/15/2022	landings	15			
8/15/2022	week of 8-15 am/pm/mtg's	60			
8/22/2022	landings	15			
8/22/2022	week of 8-22 am/pm/mtgs	60			
8/23/2022	met with jim		\$0.25		
8/24/2022	picked up paint		\$0.25		
8/30/2022	brought keys to mark	14			

8/30/2022	fema mtg	10		
8/29/2022	8-29,30,31	26		
	Total	305		
Reimbursements:				
	Mileage total from hrs included in stipend	305.00	0.63	\$190.63
	Additional miles		0.63	\$0.00
	Other expenses			
	<i>Total reimbursements requested:</i>			\$190.63

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

Michael Schack

Date

Signature



MINNESOTA LLC

PO Box 410 || Ashland, Wisconsin 54806

**ADVERTISING &
PRINTING INVOICE**

BILLED ACCOUNT NO	ADVERTISER/CLIENT NAME			
GRH3017010	HARRIS TOWNSHIP			
CURRENT NET AMT DUE	30 DAYS	60 DAYS	90 DAYS	OVER 120
\$1420.92	\$0.00	\$0.00	\$0.00	\$0.00
BILLING PERIOD	TOTAL AMOUNT DUE		PAGE	
8/1/22-8/31/22	\$1420.92		1	

Billed Account Name and Address:

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



DATE	PUBLICATION	AD ID	DESCRIPTION - OTHER COMMENTS/CHA	PAGES	SIZE	BILLED UNITS	NET AMT
			PREVIOUS BALANCE				700.74
8/7/2022	GR Manneys Shopper	51354	Advertisement Of Land		3.00 x 6.00"		0.00
8/7/2022	GR Herald Review	51354	Advertisement Of Land		3.00 x 6.00"		241.23
8/14/2022	GR Herald Review	53452	Clerk Vacancy		2.00 x 5.00"	0	152.00
8/14/2022	GR Herald Review	51354	Advertisement Of Land		3.00 x 6.00"		241.23
8/14/2022	GR Manneys Shopper	51354	Advertisement Of Land		3.00 x 6.00"		0.00
8/14/2022	GR Manneys Shopper	53452	Clerk Vacancy		2.00 x 5.00"	0	0.00
8/21/2022	GR Manneys Shopper	53452	Clerk Vacancy		2.00 x 5.00"	0	0.00
8/21/2022	GR Manneys Shopper	51354	Advertisement Of Land		3.00 x 6.00"		0.00
8/21/2022	GR Herald Review	53452	Clerk Vacancy		2.00 x 5.00"	0	152.00
8/21/2022	GR Herald Review	51354	Advertisement Of Land		3.00 x 6.00"		241.23
8/22/2022			Payment- Thank You	Check	20635		-700.74
8/28/2022	GR Manneys Shopper	51354	Advertisement Of Land		3.00 x 6.00"		0.00
8/28/2022	GR Manneys Shopper	53452	Clerk Vacancy		2.00 x 5.00"	0	0.00
8/28/2022	GR Herald Review	51354	Advertisement Of Land		3.00 x 6.00"		241.23
8/28/2022	GR Herald Review	53452	Clerk Vacancy		2.00 x 5.00"	0	152.00



PO Box 410 || Ashland, Wisconsin 54806

**ADVERTISING &
PRINTING INVOICE**

BILLED ACCOUNT NO.	ADVERTISER/CLIENT NAME			
GRH3017010	HARRIS TOWNSHIP			
CURRENT NET AMT DUE	30 DAYS	60 DAYS	90 DAYS	OVER 120
\$1420.92	\$0.00	\$0.00	\$0.00	\$0.00
BILLING PERIOD	TOTAL AMOUNT DUE		PAGE	
8/1/22-8/31/22	\$1420.92		2	

Billed Account Name and Address:

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

YOUR SALES REPRESENTATIVE IS
Gabby Jerulle
gjerulle@grandrapidsheraldreview.net



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

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

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

Billed Account Name and Address:

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

BILLING DATE
8/31/22
CUSTOMER NUMBER
GRH3017010
INVOICE NUMBER
GRH3017010-0822
AMOUNT DUE
\$ 1420.92
AMOUNT PAID
\$ _____

CASPER CONSTRUCTION INC

218-326-9637

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

Invoice No.: 25080

Customer:

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

Job: 13022

SALE OF MATERIAL

INVOICE DATE	INVOICE NO.	CUSTOMER NO.	PAYMENT TERMS	CONTRACT NO.
8/29/2022	25080	HAR005	On Rcpt	

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
109.37 TON	8/3/22 CLASS 5	6.07	663.88 *
1.5 HRS	8/3/22 DUMP TRUCK	145.00	217.50 *

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

TOTAL AMOUNT DUE \$881.38

* means item is non-taxable

Statement

Davis Oil Inc.
 1301 NW 4th St
 PO Box 508
 Grand Rapids, MN 55744

Date
9/1/2022

To:
 Harris Township
 20876 Wendigo Park Road
 Grand Rapids, MN 55744

RECEIVED
 9/1/22

		Amount Due	Amount Enc.		
		\$1,636.20			
Date	Transaction	Amount	Balance		
07/31/2022	Balance forward		446.20		
08/03/2022	INV #4346.	287.14	733.34		
08/09/2022	INV #4736.	571.00	1,304.34		
08/15/2022	INV #5155.	17.00	1,321.34		
08/22/2022	PMT #20638.	-446.20	875.14		
08/29/2022	INV #6047.	761.06	1,636.20		
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
1,636.20	0.00	0.00	0.00	0.00	\$1,636.20

L & M Supply, Inc.
P.O. Box 280
Grand Rapids, MN 55744-0000
*** STATEMENT OF ACCOUNT ***
PERIOD ENDING 8/31/22

ACCOUNT NUMBER: 1000003580

Payment Amount: _____

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

Please return this portion with your payment.

DATE	TRANSACTION	CREDITS	CHARGES	BALANCE
	BALANCE FORWARD			426.96
8-01-2022	PAYMENT-THANK YOU	127.12		299.84
8-02-2022	INVOICE #0001-10947678		17.98	317.82
8-03-2022	INVOICE #0001-10948586		25.47	343.29
8-09-2022	INVOICE #0001-10957604		20.98	364.27
8-18-2022	INVOICE #0001-10971855		37.33	401.60
8-22-2022	PAYMENT-THANK YOU	299.84		101.76
8-29-2022	INVOICE #0001-10986964		117.12	218.88

RECEIVED
9/10/22

CURRENT	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	TOTAL AMOUNT DUE
218.88				218.88

PLEASE REMIT PAYMENT
BY 9/25/22
TO

THANK YOU FOR
SHOPPING AT
L&M SUPPLY

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

218/326-9451

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

LAW OFFICE OF SHAW & SHAW

Statement

PO BOX 365
DEER RIVER, MN 56636

Date

9/1/2022

Bill To

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

RECEIVED
9/1/22

Terms	Amount Due
Due on receipt	\$300.00

Date	Description	Qty	Rate	Amount	Balance Due	
07/30/2022	Balance forward				1,725.00	
08/05/2022	PMT #20619. PAYMENT RECEIVED - THANK YOU			-200.00	1,525.00	
08/09/2022	email to Peg on Hafar	0.20	250.00	50.00	1,575.00	
08/22/2022	call to Holman at Boundary Adjustment Unit	0.30	250.00	75.00	1,650.00	
08/22/2022	call from Holman	0.30	250.00	75.00	1,725.00	
08/22/2022	review Holman emails, email to parties	0.40	250.00	100.00	1,825.00	
08/24/2022	PMT #20641. PAYMENT RECEIVED - THANK YOU			-1,525.00	300.00	
Current		31-60 Days Past Due		Over 90 Days Past Due		Amount Due
0.00		300.00		0.00		\$300.00

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

Phone # 218-246-8535



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

Invoice

Date	Invoice #
8/26/2022	23395

Bill To:
Harris Township 20876 Wendigo Park Road Grand Rapids, MN 55744

Job Site:
Crystal Park Cemetery Wendigo Park

RECEIVED
 9/10/22

P.O. No.	Terms	Due Date
	Net 30	9/25/2022

Description	Quantity	Unit Price	Total Price
ADA Compatible Handicapped Portable Restroom Rental - July 21 - August 18, 2022 = 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 18 - August 15, 2022 = 4 Weeks			
Weekly Rental - Standard Restroom	3	20.00	60.00
Weekly Cleaning, Pumping, and Disposal	3	51.15	153.45

Thank you for your business. Like us on Facebook!	Subtotal	\$507.30
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.	Sales Tax (6.875%)	\$0.00
	Total	\$507.30
An extra 3.5% convenience fee will be added onto all credit/debit card transactions.	Payments/Credits	\$0.00
	Balance Due	\$507.30



Personnel Dynamics, LLC

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

INVOICE

Invoice Number: 52341
Invoice Date: Aug 24, 2022
Page: 1

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

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

RECEIVED
8/10/22

Customer ID	Customer PO	DUE UPON RECEIPT
HARRIS		

Quantity	Item	Description	Unit Price	Amount
		WEEK ENDING 08/20/22		
32.00	Herbert, Marlin		21.00	672.00
32.00	STISH, MARK		21.00	672.00

RECEIVED
8/31/2022

Check/Credit Memo No:

Subtotal	1,344.00
Sales Tax	
Total Invoice Amount	1,344.00
Payment/Credit Applied	
TOTAL	1,344.00



Personnel Dynamics, LLC

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

INVOICE

Invoice Number: 52364
Invoice Date: Aug 31, 2022
Page: 1

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

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

RECEIVED
9/10/22

Customer ID	Customer PO
HARRIS	DUE UPON RECEIPT

Quantity	Item	Description	Unit Price	Amount
		WEEK ENDING 08/27/22		
30.50	Herbert, Marlin		21.00	640.50
40.00	STISH, MARK		21.00	840.00

Subtotal	1,480.50
Sales Tax	
Total Invoice Amount	1,480.50
Payment/Credit Applied	
TOTAL	1,480.50

Check/Credit Memo No:



Invoice

Invoice Number: **431584**

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055



BILL TO:

Accounts Payable
Harris Township
20876 Wendigo Park Rd
Grand Rapids MN 55744

REMIT PAYMENT TO:

Short Elliott Hendrickson, Inc.
PO Box 64780
Saint Paul, MN 55164-0780

Pay This Amount	\$2,942.55
Due Date	15-SEP-22
Invoice Date	16-AUG-22
Bill Through Date	31-JUL-22
Terms	30 NET
SEH Customer Acct #	1686
Customer Project #	
Agreement / PO #	168993
Authorized Amount	\$13,500.00
Authorized Amount Remaining	\$10,557.45
Project Manager	Sara Christenson schristenson@sehinc.com 218.322.4500
Client Service Manager	Bob Beaver bbeaver@sehinc.com 218.322.4500
Accounting Representative	Caleb Stanford cstanford@sehinc.com 651.490.2000

Project #	Project Name	Project Description
168993	HARRT 2022 Misc Services	2022 Misc Services

Notes:

GIS Roadway Map Updates - \$653.10 (carryover from June)
Mishawaka Landing Design - \$601.62 (carryover from June)
Woodtick Landing Design/Layout - \$662.32 (carryover from June)
Cemetery Plot Review - \$1025.51

Thank you!

CC:

harristownshipclerk@gmail.com

Task: 1.0 - Misc Services

Direct

Personnel	Hours	Rate	Amount
Technician	2.00	84.08	\$168.16
Technician	4.00	84.08	\$336.31
Technician	1.50	84.09	\$126.13
	<u>7.50</u>		\$630.60

Reimbursed - Expenses

Expenditure Type	Amount
Computer Charge	\$22.50
	\$22.50



Invoice

Invoice Number: 431584

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Task: 1.0 - Misc Services

Task: 1.0 Billing Summary

	<u>Current Amount</u>	<u>Previously Invoiced</u>	<u>Cumulative</u>
Direct	\$630.60	\$0.00	\$630.60
Reimbursed - Expenses	\$22.50	\$0.00	\$22.50
Totals	\$653.10	\$0.00	\$653.10

Task: 1.0 Total: \$653.10

Task: 2.0 - Mishawaka Boat Landing

Direct

Personnel	Hours	Rate	Amount
Senior Project Engineer	3.00	197.54	\$592.62
	3.00		\$592.62

Reimbursed - Expenses

Expenditure Type	Amount
Computer Charge	\$9.00
	\$9.00

Task: 2.0 Billing Summary

	<u>Current Amount</u>	<u>Previously Invoiced</u>	<u>Cumulative</u>
Direct	\$592.62	\$0.00	\$592.62
Reimbursed - Expenses	\$9.00	\$0.00	\$9.00
Totals	\$601.62	\$0.00	\$601.62

Task: 2.0 Total: \$601.62

Task: 4.0 - Wood Tick Landing

Direct

Personnel	Hours	Rate	Amount
Senior Project Engineer	2.00	197.54	\$395.08
Technician	3.00	84.08	\$252.24
	5.00		\$647.32

Reimbursed - Expenses

Expenditure Type	Amount
Computer Charge	\$15.00
	\$15.00

Task: 4.0 Billing Summary

	<u>Current Amount</u>	<u>Previously Invoiced</u>	<u>Cumulative</u>
Direct	\$647.32	\$0.00	\$647.32
Reimbursed - Expenses	\$15.00	\$0.00	\$15.00
Totals	\$662.32	\$0.00	\$662.32



Invoice

Invoice Number: **431584**

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Task: 4.0 - Wood Tick Landing

Task: 4.0 Total: \$662.32

Task: 5.0 - Cemetery

Direct

Personnel	Hours	Rate	Amount
Project Engineer	3.00	163.35	\$490.05
Technician	1.50	95.07	\$142.61
Survey Crew Chief	3.00	116.45	\$349.35
	7.50		\$982.01

Reimbursed - Expenses

Expenditure Type	Amount
Computer Charge	\$43.50
	\$43.50

Task: 5.0 Billing Summary

	<u>Current Amount</u>	<u>Previously Invoiced</u>	<u>Cumulative</u>
Direct	\$982.01	\$0.00	\$982.01
Reimbursed - Expenses	\$43.50	\$0.00	\$43.50
Totals	\$1,025.51	\$0.00	\$1,025.51

Task: 5.0 Total: \$1,025.51

Invoice total \$2,942.55



Invoice

Invoice Number: 431236

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055



BILL TO:

Attn: Accounts Payable
Harris Township
20876 Wendigo Park Rd
Grand Rapids MN 55744

REMIT PAYMENT TO:

Short Elliott Hendrickson, Inc.
PO Box 64780
Saint Paul, MN 55164-0780

Pay This Amount	\$4,370.00
Due Date	11-SEP-22
Invoice Date	12-AUG-22
Bill Through Date	30-JUL-22
Terms	30 NET
SEH Customer Acct #	1686
Customer Project #	
Agreement / PO #	162071
Project Manager	Bob Beaver bbeaver@sehinc.com 218.322.4500
Client Service Manager	Bob Beaver bbeaver@sehinc.com 218.322.4500
Accounting Representative	Caleb Stanford cstanford@sehinc.com 651.490.2000

Project #	Project Name	Project Description
162071	HARRT Sunny Beach Road	Sunny Beach Road

Notes:

Thank you!

CC:

harristownshipclerk@gmail.com
harristownshiptreasurer@gmail.com

Task: 1.0 - Design & Bidding Docs

Fee

Description	Amount
(100% of \$87,400.00) less previously billed of \$83,030.00	\$4,370.00
	\$4,370.00

Task: 1.0 Total: \$4,370.00

Invoice total \$4,370.00



Invoice

Invoice Number: 431236

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Project Billing Summary

	<u>Current Amount Due</u>	Previously Invoiced	Cumulative
Totals	\$4,370.00	\$83,030.00	\$87,400.00



Remit to:

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

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

Date	Invoice
08/29/2022	CW76872
Account	
HT0008	

Terms	Due Date	PO Number	Reference	CW Agreement
Net 10 days	09/08/2022			

Service Request Number	3921500
Summary	CW Foundational Security and Cyber Liability Insurance Setup and Configuration ####
Billing Method	Fixed Fee 700.00
Contact Name	Peggy Clayton

Other Charges	Quantity	Price	Amount
Fixed Fee			700.00
Total Other Charges:			700.00

<p>To pay by ACH: VC3 National Bank of Commerce Routing Number: 091800028 Account Number: 1934436799</p> <p>Make checks payable to: VC3, 5614 Grand Ave, Duluth MN 55807</p> <p>For online payment: www.cwtechnology.com</p>	Invoice Subtotal:	700.00
	Sales Tax:	0.00
	Invoice Total:	700.00
	Payments:	0.00
	Credits:	0.00
	Balance Due:	700.00

Thank you for your business!

RECEIVED
9/10/22

SCORECARD Bonus Points Available 6,339

Account Summary

Billing Cycle		08/30/22
Days in Billing Cycle		30
Previous Balance		\$1,031.87
Purchases	+	171.48
Cash	+	0.00
Special	+	\$0.00
Balance Transfers	+	\$0.00
Credits	-	\$0.00
Payments	-	\$1,031.87
Other Charges	+	\$0.00
Finance Charges	+	0.00
NEW BALANCE		\$171.48

Credit Summary

Total Credit Line	\$3,000.00
Available Credit Line	\$2,828.00
Available Cash	\$2,828.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries

- Customer Service: (727) 570-4899
Report Lost or Stolen Card: (727) 570-4881
- Visit us on the web at:
www.MyCardStatement.com
- Please send Billing Inquiries and Correspondence to:
PO BOX 30495 TAMPA, FL 33630-3495

Payment Summary

NEW BALANCE	\$171.48
MINIMUM PAYMENT	\$20.00
PAYMENT DUE DATE	09/24/2022

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
08/24/22	08/25/22	5231	24943002236981000150451	SHERWIN WILLIAMS 703305 GRAND RAPIDS MN	\$171.48
08/26/22	08/26/22	6010	1 2238319704000010	PAYMENT - THANK YOU	\$1,031.87 -

ScoreCard Bonus Points Information as of 08/29/22

SCORECARD	Beginning Balance	Points Earned	Points Adjusted	Points Redeemed	Ending Balance
	6,168	171	0	0	6,339

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

GRAND RAPIDS STATE BANK
P O BOX 409
GRAND RAPIDS MN 55744 - 0409



Check box to indicate name/address change on back of this coupon

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
08/30/22	\$171.48	\$20.00	09/24/2022

AMOUNT OF PAYMENT ENCLOSED

\$

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



MAKE CHECK PAYABLE TO:
VISA
P O BOX 409
GRAND RAPIDS MN 55744-0409

RECEIVED
9/14/22

SCORECARD

Bonus Points
Available
151

Account Summary

Billing Cycle		08/30/22
Days In Billing Cycle		30
Previous Balance		\$16.02
Purchases	+	16.02
Cash	+	0.00
Special	+	\$0.00
Balance Transfers	+	\$0.00
Credits	-	\$0.00
Payments	-	\$16.02
Other Charges	+	\$0.00
Finance Charges	+	0.00

NEW BALANCE \$16.02

Credit Summary

Total Credit Line	\$500.00
Available Credit Line	\$483.00
Available Cash	\$483.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries



Customer Service: (727) 570-4899
Report Lost or Stolen Card: (727) 570-4881



Visit us on the web at:
www.MyCardStatement.com



Please send Billing Inquiries and Correspondence to:
PO BOX 30495 TAMPA, FL 33630-3495

Payment Summary

NEW BALANCE	\$16.02
MINIMUM PAYMENT	\$16.02
PAYMENT DUE DATE	09/24/2022

NOTE: Grace period to avoid a finance charge on purchases; pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
08/18/22	08/19/22	5734	24943002230700799689206	ADOBE ACROPRO SUBS 408-536-6000 CA	\$16.02
08/26/22	08/26/22	6010	1 2238319704000020	PAYMENT - THANK YOU	\$16.02 -

ScoreCard Bonus Points Information as of 08/29/22

SCORECARD	Beginning Balance	Points Earned	Points Adjusted	Points Redeemed	Ending Balance
	135	16	0	0	151

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

GRAND RAPIDS STATE BANK
P O BOX 409
GRAND RAPIDS MN 55744 - 0409



Check box to indicate
name/address change on
back of this coupon

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
08/30/22	\$16.02	\$16.02	09/24/2022

\$

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



MAKE CHECK PAYABLE TO:



VISA
P O BOX 409
GRAND RAPIDS MN 55744-0409

09 4121 7831 9910 5955 00001602 00001602 7



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

UTILITY STATEMENT

1228497

W

ACCOUNT NUMBER 516221-104896 **ZONE** 1-042 **STATEMENT DATE** 09/06/2022
CUSTOMER NAME Harris Township Hall **ROUTE** 022
SERVICE ADDRESS Crystal Springs Rd & S US Hwy 169 Grand Rapids **DUE DATE** 09/21/2022

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

Previous Balance 10.64
 Check Payment 08/17/2022 (10.64)CR

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

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

Balance Forward \$0.00

Current Charges
 Electric 10.64

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: \$10.64

Current Account Balance: \$10.64

Amount Due \$10.64

Auto Pay-Do Not Pay

See back of statement for details



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

UTILITY STATEMENT

Statement Date: 09/06/2022

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

Account Number	516221-104896
Statement Number	1228497
Due Date	09/21/2022
Amount Due	\$10.64
Amount Paid	Auto Pay-Do Not Pay

Automatic Withdrawal Date: 09/21/2022

Service	Meter Number	Rate Code	Read Code	Usage Period		# Days	Meter Readings		Multiplier	Usage	Charge Details	Total Charges
				From	To		Previous	Current				
Electric									1.00000			
											\$ 9.96	
											\$ 0.68	10.64

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

1228426

W

ACCOUNT NUMBER 506636-104896 **ZONE** 4-022 **STATEMENT DATE** 09/06/2022
CUSTOMER NAME Harris Township Hall **ROUTE** 022
SERVICE ADDRESS S US Hwy 169 Harbor Hts Rd/Woodland Park Rd Grand Rapids **DUE DATE** 09/21/2022

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

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

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

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	30.83
Check Payment 08/17/2022	(30.83)CR
<hr/>	
Balance Forward	\$0.00
Current Charges	
Electric	30.83
<hr/>	
Total Current Charges:	\$30.83
Current Account Balance:	\$30.83
Amount Due	\$30.83

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: 09/06/2022

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

Account Number	506636-104896
Statement Number	1228426
Due Date	09/21/2022
Amount Due	\$30.83
Amount Paid	Auto Pay-Do Not Pay

Automatic Withdrawal Date: 09/21/2022

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

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



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

UTILITY STATEMENT

1228425

W

ACCOUNT NUMBER 506635-104896 **ZONE** 4-022 **STATEMENT DATE** 09/06/2022
CUSTOMER NAME Harris Township Hall **ROUTE** 022
SERVICE ADDRESS S US Hwy 169 & Lakeview Dr Grand Rapids **DUE DATE** 09/21/2022

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

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

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

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.

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In Case Of An Emergency, Telephone:

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

Previous Balance 10.64
 Check Payment 08/17/2022 (10.64)CR

Balance Forward \$0.00

Current Charges
 Electric 10.64

Total Current Charges: \$10.64

Current Account Balance: \$10.64

Amount Due \$10.64

Auto Pay-Do Not Pay

See back of statement for details



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

UTILITY STATEMENT

Statement Date: 09/06/2022

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

Account Number	506635-104896
Statement Number	1228425
Due Date	09/21/2022
Amount Due	\$10.64
Amount Paid	Auto Pay-Do Not Pay

Automatic Withdrawal Date: 09/21/2022

Service	Meter Number	Rate Code	Read Code	Usage Period		# Days	Meter Readings		Multiplier	Usage	Charge Details	Total Charges
				From	To		Previous	Current				
Electric									1.00000			
											\$ 9.96	
											\$ 0.68	10.64

DESCRIPTIONS

UNIT OF MEASURE EXPLANATIONS

Service Charge - Charge for customer billing & administration services
Energy Usage - Measure of electricity used (in kWh)
Off Peak Usage - Measure of off peak electricity used (in kWh)
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

Energy Usage -kWh = 1,000 watt hours (amount used by a 100 watt bulb in 10 hours time)
Commodity Charge - Water reading indicates thousands of gallons.
WW Collection/trtmt - Wastewater collection/trtmt charge is based on water consumption.



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

UTILITY STATEMENT

1230850

W

ACCOUNT NUMBER 504896-104896 **ZONE** 1-043 **STATEMENT DATE** 09/09/2022
CUSTOMER NAME Harris Township Hall **ROUTE** 043
SERVICE ADDRESS Airport Rd, 21998 Grand Rapids **DUE DATE** 09/26/2022

Averages For Billing Period	This Year	Last Year
Electric/kWh per day	23.0	28.1
Cost Per Day	\$3.78	\$4.43
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

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

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	156.49
Check Payment 08/24/2022	(156.49)CR
<hr/>	
Balance Forward	\$0.00
Current Charges	
Electric	154.89
<hr/>	
Total Current Charges:	\$154.89
Current Account Balance:	\$154.89
Amount Due	\$154.89

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

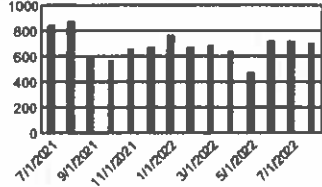
Statement Date: 09/09/2022

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

Account Number	504896-104896
Statement Number	1230850
Due Date	09/26/2022
Amount Due	\$154.89
Amount Paid	Auto Pay-Do Not Pay

Automatic Withdrawal Date: 09/26/2022

Service	Meter Number	Rate Code	Read Code	Usage Period From	Usage Period To	# Days	Meter Readings Previous	Meter Readings Current	Multiplier	Usage	Charge Details	Total Charges
Electric									2.00000			
											Security Light 250W NP \$ 26.16	
											Minnesota Sales Tax \$ 1.80	27.96
Electric									1.00000			
											Security Light 100W NP \$ 9.13	
											Minnesota Sales Tax \$ 0.63	9.76
Electric	144997	ERC-40	A	07/31/2022	08/31/2022	31	53341	54053	1.00000	712		
											Monthly Service Charge \$ 20.25	
											Energy Usage 712 kWh @ \$0.10970 \$ 78.11	
											Purchased Power Adj 712 kWh @ \$0.01583 \$ 11.27	
											Minnesota Sales Tax \$ 7.54	117.17



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



26039 Bear Ridge Drive
Cohasset, MN 55721

A Tri-State Energy Cooperative

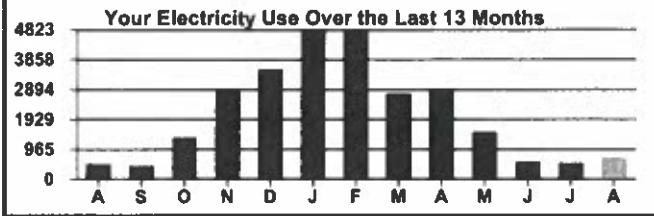
Office hours: 8:00 a.m. to 4:30 p.m. Monday-Friday
In case of an outage, phones answered 24 hours a day.
Office 1-800-421-9959
Pay by Phone 1-888-222-6892 or
visit us at www.lakecountrypower.coop

4 778

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



YOUR DIRECTOR IS DANIEL W KINGSLEY, DISTRICT 6.



Rachel's Challenge: LCP sponsoring an evening assembly for community at 7PM Sept 13 at Mesabi East High School.

ACTIVITY SINCE LAST BILL	AMOUNT
PREVIOUS BILL	115.00
PAYMENT 08/24/2022	-115.00
BALANCE FORWARD DUE IMMEDIATELY	0.00

CURRENT BILL INFORMATION									
RATE CODE	METER	DATES	METER READING PRES	METER READING PREV	MULTI-PLIER	CODE	USAGE	DESCRIPTION	
10		08/26 -07/26	77896	77201	1		611	ENERGY CHARGE @	.150300
68 S	20025489	08/26 -07/26	2960	2876	1		84	PEAK SHAVE WATER HEATING @	.078500
65	20025487	08/26 -07/26	56156	56156	1			DUAL FUEL INTERR. HEAT	
								SERVICE AVAILABILITY CHG:	42.00
								OPERATION ROUND-UP	0.58
TOTAL CHARGES THIS STATEMENT									141.00
DO NOT PAY-AUTOMATIC WITHDRAWAL ON 09/26/22									
METER READ AUTOMATICALLY									
Account Number	Service Address		Phone Number		Bill Date	Due Date	Net Amount Due		
102000853	SERVICE CENTER		(218) 327-8759		09/02/2022	09/24/2022	141.00		

Please detach and return this portion with your payment.

Account No.: 102000853 Cycle: 7
Due Date: 09/24/2022 Net Due: 141.00
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



0102000853090730000141000000141005





26039 Bear Ridge Drive
Cohasset, MN 55721

A TruSource 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

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

YOUR DIRECTOR IS DANIEL W KINGSLEY, DISTRICT 6.

Rachel's Challenge: LCP sponsoring an evening assembly for community at 7PM Sept 13 at Mesabi East High School.

ACTIVITY SINCE LAST BILL	AMOUNT
PREVIOUS BILL	120.00
PAYMENT 08/24/2022	-120.00
BALANCE FORWARD DUE IMMEDIATELY	0.00

RATE CODE		METER		DATES		METER READING		CURRENT BILL INFORMATION			
CODE				PREV	PLIER	PREV	MULTI-	CODE	USAGE	DESCRIPTION	
30						45				SEC LIGHT-100W HPS(QTY 1)	12.00
30						104				SEC LIGHT-73 WATT LED(QTY 4)	48.00
30						125				SEC LIGHT-50 WATT LED(QTY 5)	60.00
TOTAL CHARGES THIS STATEMENT											120.00
DO NOT PAY-AUTOMATIC WITHDRAWAL ON 09/26/22											
Account Number		Service Address			Phone Number		Bill Date		Due Date		Net Amount Due
500598750		STREET LIGHT ACCOUNT			(218) 327-8759		09/02/2022		09/24/2022		120.00

Please detach and return this portion with your payment.

Account No.: 500598750 Cycle: 7
Due Date: 09/24/2022 Net Due: 120.00
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



0500598750090700000120000000120005





26039 Bear Ridge Drive
Cohasset, MN 55721

A Timbeone Energy Cooperative

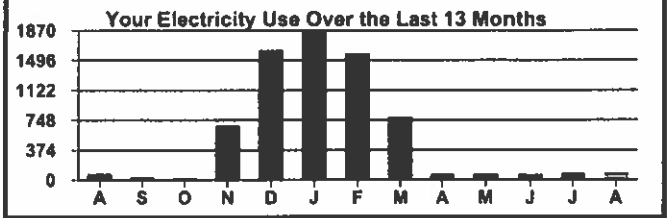
Office hours: 8:00 a.m. to 4:30 p.m. Monday-Friday
In case of an outage, phones answered 24 hours a day.
Office 1-800-421-9959
Pay by Phone 1-888-222-6892 or
visit us at www.lakecountrypower.coop

4 254

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



YOUR DIRECTOR IS DANIEL W KINGSLEY, DISTRICT 6.



Rachel's Challenge: LCP sponsoring an evening assembly for community at 7PM Sept 13 at Mesabi East High School.

ACTIVITY SINCE LAST BILL	AMOUNT
PREVIOUS BILL	68.47
PAYMENT 08/30/2022	-68.47
BALANCE FORWARD DUE IMMEDIATELY	0.00

CURRENT BILL INFORMATION									
RATE CODE	METER	DATES	METER READING PRES	METER READING PREV	MULTI-PLIER CODE	USAGE	DESCRIPTION		
40	20032435	09/01 -08/01	17628	17534	1	94	ENERGY CHARGE @ .150300		14.13
30						80	SERVICE AVAILABILITY CHG: SEC LIGHT-200W HPS(QTY 1)		42.00
							TOTAL CHARGES THIS STATEMENT		14.00
									70.13
DO NOT PAY-AUTOMATIC WITHDRAWAL ON 09/30/22									
METER READ AUTOMATICALLY									
Account Number	Service Address		Phone Number		Bill Date	Due Date	Net Amount Due		
500567550	WENDIGO WARMING HOUSE		(218) 327-8759		09/09/2022	09/30/2022	70.13		

Please detach and return this portion with your payment.

Account No.: 500567550 Cycle: 1
Due Date: 09/30/2022 Net Due: 70.13
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



0500567550090110000070130000070131





26039 Bear Ridge Drive
Cohasset, MN 55721

A Teahome Energy Cooperative

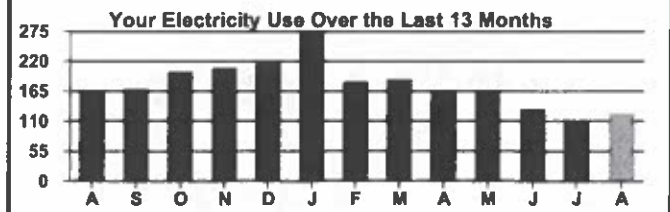
Office hours: 8:00 a.m. to 4:30 p.m. Monday-Friday
In case of an outage, phones answered 24 hours a day.
Office 1-800-421-9959
Pay by Phone 1-888-222-6892 or
visit us at www.lakecountrypower.coop

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



YOUR DIRECTOR IS DANIEL W KINGSLEY, DISTRICT 6.



Rachel's Challenge: LCP sponsoring an evening assembly for community at 7PM Sept 13 at Mesabi East High School.

ACTIVITY SINCE LAST BILL	AMOUNT
PREVIOUS BILL	58.38
PAYMENT 08/30/2022	-58.38
BALANCE FORWARD DUE IMMEDIATELY	0.00

CURRENT BILL INFORMATION									
RATE CODE	METER	DATES	METER READING PRES	METER READING PREV	MULTI-PLIER	CODE	USAGE	DESCRIPTION	
40	20029365	09/01 -08/01	5741	5617	1		124	ENERGY CHARGE @ .150300	18.64
								SERVICE AVAILABILITY CHG:	42.00
								TOTAL CHARGES THIS STATEMENT	60.64

DO NOT PAY-AUTOMATIC WITHDRAWAL ON 09/30/22

METER READ AUTOMATICALLY					
Account Number	Service Address	Phone Number	Bill Date	Due Date	Net Amount Due
500602100	CEMETARY	(218) 327-8759	09/09/2022	09/30/2022	60.64

Please detach and return this portion with your payment.

Account No.: 500602100 Cycle: 1
Due Date: 09/30/2022 Net Due: 60.64
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



0500602100090110000060640000060645





26039 Bear Ridge Drive
Cohasset, MN 55721

A Tripartite Energy Cooperative

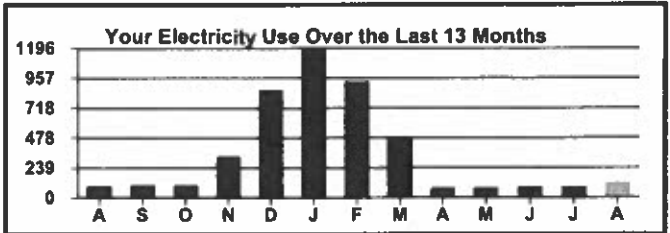
Office hours: 8:00 a.m. to 4:30 p.m. Monday-Friday
In case of an outage, phones answered 24 hours a day.
Office 1-800-421-9959
Pay by Phone 1-888-222-6892 or
visit us at www.lakecountrypower.coop

4 255

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



YOUR DIRECTOR IS DANIEL W KINGSLEY, DISTRICT 6.



Rachel's Challenge: LCP sponsoring an evening assembly for community at 7PM Sept 13 at Mesabi East High School.

ACTIVITY SINCE LAST BILL	AMOUNT
PREVIOUS BILL	55.08
PAYMENT 08/30/2022	-55.08
BALANCE FORWARD DUE IMMEDIATELY	0.00

CURRENT BILL INFORMATION										
RATE CODE	METER	DATES	METER READING PRES	METER READING PREV	MULTI-PLIER CODE	USAGE	DESCRIPTION			
40	20028472	09/01 -08/01	10562	10442	1	120	ENERGY CHARGE @ .150300			18.04
							SERVICE AVAILABILITY CHG:			42.00
							TOTAL CHARGES THIS STATEMENT			60.04
DO NOT PAY-AUTOMATIC WITHDRAWAL ON 09/30/22										
METER READ AUTOMATICALLY										
Account Number	Service Address		Phone Number		Bill Date	Due Date	Net Amount Due			
500571150	CRYSTAL		(218) 327-8759		09/09/2022	09/30/2022	60.04			

Please detach and return this portion with your payment.

Account No.: 500571150 Cycle: 1
Due Date: 09/30/2022 Net Due: 60.04
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



0500571150090110000060040000060040



MEDIACOM[®] BUSINESS

MEDIACOM
2205 INGERSOLL AVE DES MOINES IA 50312-5289
8622 4340 ZO RP 28 08282022 NNNNNYNN 01 999932

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

August 28, 2022

Statement of Service

Account number
8384 97 500 0030835
Harris Township

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

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

News From Mediacom

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

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

Summary *See the back for details*

Previous balance	\$784.33
Payments received	-784.33
Leaf Charges	755.82
Total to be deducted	\$755.82

Auto-bank Payment Will Be Made On 09/18/22

Pin Number **5847**

Payment Option

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

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

Account Number
8384 97 500 0030835

Total to be deducted **\$755.82**

Amount you are enclosing: \$

MEDIACOM[®]
BUSINESS

MEDIACOM
PO BOX 5744
CAROL STREAM IL 60197-5744

838497500003083500755827



MEDIACOM[®] BUSINESS

8622 4340 Z O RP 28 08282022 NNNNNYNN 01 999932

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

page 2 of 3

8384 97 500 0030835
COMMAH

Master Account Summary

Previous Balance	\$784.33
Aug 18 EFT Payment	-784.33

Leaf Charges by Group

COMMAH	\$725.71
Aug 18 Harris Township 8384922370090270	155.94
Aug 14 Harris Town Hall 8384922380090856	207.89
Aug 08 Harris Township 8384922380091722	205.94
Aug 18 Harris Township 8384922380092076	155.94

Leaf Taxes by Group

COMMAH	\$30.11
Aug 18 Harris Township 8384922370090270	7.83
Aug 14 Harris Town Hall 8384922380090856	14.45
Aug 18 Harris Township 8384922380092076	7.83

Leaf Charge Total \$755.82

Total Due \$755.82

Leaf Details by Group

COMMAH

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

Monthly Charges

Date	Description	Quantity	Amount
Aug 28 - Sep 27	EMTA Modem		0.00
Aug 28 - Sep 27	WIFI Basic Service		5.99
Aug 28 - Sep 27	Docsis Modem		0.00
Aug 28 - Sep 27	Voice Mail		0.00
Aug 28 - Sep 27	Business Internet 60/5 Mbps		110.00
Aug 28 - Sep 27	Primary Phone Line		39.95

Subtotal \$155.94

Taxes

Date	Description	Amount
Sep 08 - Oct 07	Federal Universal Service Fund	3.39
Sep 08 - Oct 07	911 Emergency Service	0.80
Sep 08 - Oct 07	Special Tax	0.07
Sep 08 - Oct 07	Telecommunication Relay And Device	0.04
Sep 08 - Oct 07	State Sales Tax	2.98
Sep 08 - Oct 07	Regulatory Recovery Fee	0.55

Subtotal \$7.83

Total for Account 8384922370090270 \$163.77

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

Monthly Charges

Date	Description	Quantity	Amount
Aug 24 - Sep 23	Primary Phone Line		39.95
Aug 24 - Sep 23	Limited Video		43.00
Aug 24 - Sep 23	Local Broadcast Surcharge		16.45
Aug 24 - Sep 23	Service Discount		-16.45
Aug 24 - Sep 23	EMTA Modem		0.00
Aug 24 - Sep 23	WIFI Basic Service		5.99
Aug 24 - Sep 23	Business Internet 60/5 Mbps		118.95
Aug 24 - Sep 23	Primary HD Equipment		0.00

Subtotal \$207.89

Taxes

Date	Description	Amount
Sep 08 - Oct 07	Access Fee	1.25
Sep 08 - Oct 07	Franchise Fee	2.15



MEDIACOM BUSINESS

8622 4340 ZO RP 28 08282022 NNNNNYNN 01 999932

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

page 3 of 3

8384 97 500 0030835
COMMAH

Sep 08 - Oct 07 State Sales Tax	2.96
Sep 08 - Oct 07 Franchise Fee	0.02
Sep 08 - Oct 07 FCC Regulatory Fee	0.09
Sep 08 - Oct 07 Sales Tax On Franchise Fees	0.15
Sep 08 - Oct 07 Federal Universal Service Fund	3.39
Sep 08 - Oct 07 911 Emergency Service	0.80
Sep 08 - Oct 07 Special Tax	0.07
Sep 08 - Oct 07 Telecommunication Relay And Device	0.04
Sep 08 - Oct 07 State Sales Tax	2.98
Sep 08 - Oct 07 Regulatory Recovery Fee	0.55
Subtotal	\$14.45

Total for Account 8384922380090856 \$222.34

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

Monthly Charges

Date	Description	Quantity	Amount
Aug 18 - Sep 17	WIFI Basic Service		5.99
Aug 18 - Sep 17	Modem		0.00
Aug 18 - Sep 17	Business Internet 60/5 Mbps		199.95
Subtotal			\$205.94

Total for Account 8384922380091722 \$205.94

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

Monthly Charges

Date	Description	Quantity	Amount
Aug 28 - Sep 27	WIFI Basic Service		5.99
Aug 28 - Sep 27	Docsis Modem		0.00
Aug 28 - Sep 27	Voice Mail		0.00
Aug 28 - Sep 27	Business Internet 60/5 Mbps		110.00
Aug 28 - Sep 27	Primary Phone Line		39.95
Subtotal			\$155.94

Taxes

Date	Description	Amount
Sep 08 - Oct 07	Federal Universal Service Fund	3.39
Sep 08 - Oct 07	911 Emergency Service	0.80
Sep 08 - Oct 07	Special Tax	0.07
Sep 08 - Oct 07	Telecommunication Relay And Device	0.04

Sep 08 - Oct 07 State Sales Tax	2.98
Sep 08 - Oct 07 Regulatory Recovery Fee	0.55
Subtotal	\$7.83
Total for Account 8384922380092076	\$163.77
COMMAH SUBTOTAL 4 Account(s)	\$755.82
Total for Master Account: COMMAH	
Total Accounts 4	\$755.82





NORTHWEST GAS
 NORTHWEST GAS
 314 MAIN ST NE - PO BOX 721
 MAPLETON, MN 56065-0721
 Toll Free 800-367-6964 or 507-524-4103

Statement Date - 09/09/2022
 Account Number: 440601.01

KNOW WHAT'S BELOW!!
CLICK OR CALL BEFORE YOU DIG!
DIAL 811 OR CALL 1-800-252-1166
WWW.GOPHERSTATEONECALL.ORG

HARRIS TOWNSHIP MAINT BLDG
 20876 WENDIGO PARK RD
 GRAND RAPIDS MN 55744

Location: 20876 WENDIGO PARK RD, HARRIS TWP	MeterNo: 19233593	Actual	Budget
Base Gas Charge-01	Basic Service Charge	\$15.00	
Current Reading on: 09/01/2022 of 5,612 - Previous Reading on: 07/28/2022 of 5,612 = 0ccf			
Tax		\$1.03	
Purchased Gas-02			
TOTAL CURRENT MONTH BILLING		\$16.03	
PAST DUE BALANCE - PAYABLE UPON RECEIPT		\$0.00	
FINANCE CHARGES		\$0.00	
TOTAL BALANCE DUE		\$16.03	

PAYMENTS RECEIVED IN THE LAST 30 DAYS

DATE	AMOUNT	TYPE	CHECK NO	COMMENT
08/26/2022	\$16.03	EP*		iConnect Payment

TO ASSURE PROPER CREDIT TO YOUR ACCOUNT - PLEASE RETURN THIS PORTION WITH YOUR PAYMENT



- Check here and complete form on reverse side for Address Change Information
- Check here and complete form on reverse side for Automatic Payment Plan information



HARRIS TOWNSHIP MAINT BLDG

DUE DATE: 09/25/2022

ACCOUNT NUMBER: 440601.01

TOTAL BALANCE DUE: \$16.03

AMOUNT ENCLOSED: \$

NORTHWEST GAS
 314 MAIN ST NE - PO BOX 721
 MAPLETON, MN 56065-0721



NORTHWEST GAS
 NORTHWEST GAS
 314 MAIN ST NE - PO BOX 721
 MAPLETON, MN 56065-0721
 Toll Free 800-367-6964 or 507-524-4103

Statement Date - 09/09/2022
 Account Number: 440600.01

KNOW WHAT'S BELOW!!
CLICK OR CALL BEFORE YOU DIG!
DIAL 811 OR CALL 1-800-252-1166
WWW.GOPHERSTATEONECALL.ORG

HARRIS TOWNSHIP HALL
 20876 WENDIGO PARK RD
 GRAND RAPIDS MN 55744

Location: 21998 AIRPORT RD, HARRIS TWP	MeterNo: 19233489	Actual	Budget
Base Gas Charge-01	Basic Service Charge	\$15.00	
Current Reading on: 09/02/2022 of 5,509 - Previous Reading on: 07/28/2022 of 5,507 = 2ccf			
2ccf x Pressure Factor of 1.09000 x BTU Factor of 1.03690 = 2 therms @ 0.96000			
		\$1.92	
Tax		\$1.16	
Purchased Gas-02			
2ccf x Pressure Factor of 1.09000 x BTU Factor of 1.03690 = 2 therms @ 0.54640			
		\$1.09	
Tax		\$0.07	
TOTAL CURRENT MONTH BILLING		\$19.24	
PAST DUE BALANCE - PAYABLE UPON RECEIPT		\$0.00	
FINANCE CHARGES		\$0.00	
TOTAL BALANCE DUE		\$19.24	

PAYMENTS RECEIVED IN THE LAST 30 DAYS

DATE	AMOUNT	TYPE	CHECK NO	COMMENT
08/26/2022	\$18.91	EP*		iConnect Payment

TO ASSURE PROPER CREDIT TO YOUR ACCOUNT - PLEASE RETURN THIS PORTION WITH YOUR PAYMENT



- Check here and complete form on reverse side for Address Change Information
- Check here and complete form on reverse side for Automatic Payment Plan information

NORTHWEST GAS
 314 MAIN ST NE - PO BOX 721
 MAPLETON, MN 56065-0721



HARRIS TOWNSHIP HALL

DUE DATE: 09/25/2022

ACCOUNT NUMBER: 440600.01

TOTAL BALANCE DUE: \$19.24

AMOUNT ENCLOSED: \$



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

Invoice Number	Invoice Date	Due Date	Account Number	Page
630000030779	09/01/2022	10/01/2022	100000132077	1 of 4

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

Quick Bill Summary

Currency: USD

Prior Charges (Including Past Due Amounts)	0.00
Unapplied Payments & Adjustments	0.00
Total Outstanding Charges	0.00

Total Current Charges Due by 10/01/2022 **37.90**

Monthly Recurring Charges	37.90
Professional Services	0.00
Equipment Charges	0.00
Taxes, Governmental Surcharges & Fees	0.00

Account Balance \$ 37.90

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



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

Bill Date	09/01/2022
Account Number	100000132077
Invoice Number	630000030779
Due Date	10/01/2022



Please Recycle

Total Current Charges

Total Current Charges will be deducted from bank account on 10/01/2022
 DO NOT MAIL PAYMENT

\$ 37.90



Account Statement

Invoice Number	Invoice Date	Due Date	Account Number	Page
630000030779	09/01/2022	10/01/2022	100000132077	2 of 4

Account Balance Details - Open Transactions on your Account

Date	Transaction Number	Debit	Due Date	Credit	Payments	Balance
09/01/2022	630000030779	37.90	10/01/2022	0.00	0.00	37.90

New Account Balance

\$ 37.90

Recent Account Activity (Prior 30 days) - Closed Transactions

Invoice Date	Invoice Number	Invoices	Credits	Payments	Transaction Date	Date Closed
05/02/2022	324000028774	93.40	0.00	-93.40	08/22/2022	08/22/2022
06/01/2022	616000027105	37.90	0.00	-37.90	08/22/2022	08/22/2022
07/01/2022	350000027681	37.90	0.00	-37.90	08/22/2022	08/22/2022
08/01/2022	372000037765	37.90	0.00	-37.90	08/22/2022	08/22/2022
Activity Totals		207.10	0.00	-207.10		



Invoice

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

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

Invoice Number	Invoice Date	Due Date	Account Number	Page
630000030779	09/01/2022	10/01/2022	100000132077	4 of 4

Item	Charge Type	Period	PO#	Contract#	Qty	Price	Ext Price	Tax
VEHICLE TRACKING SUBSCRIPTION	Recurring Services (base product)	08/01/2022 - 08/31/2022		1268735	2	18.95	37.90	0.00
Recurring Total							37.90	0.00
Hardware Total							0.00	0.00
Professional Service Total							0.00	0.00

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

Taxes and Surcharge Summary

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



INVOICE

Customer ID:

19-24146-23001

Customer Name:

HARRIS TOWNSHIP

Service Period:

08/01/22-08/31/22

Invoice Date:

09/01/2022

Invoice Number:

6901223-0412-2

How to Contact Us

Visit wm.com/MyWM

Create a My WM profile for easy access to your pickup schedule, service alerts and online tools for billing and more. Have a question? Check our support center or start a chat.



Customer Service: (888) 960-0008

Your Payment is Due


Oct 01, 2022

If full payment of the invoiced amount is not received within your contractual terms, you may be charged a monthly late charge of 2.5% of the unpaid amount, with a minimum monthly charge of \$5, or such late charge allowed under applicable law, regulation or contract.

Your Total Due

\$132.51

If payment is received after 10/01/2022: \$ 137.51



Previous Balance	+	Payments	+	Adjustments	+	Current Invoice Charges	=	Total Account Balance Due
117.10		(117.10)		0.00		132.51		132.51

DETAILS OF SERVICE

Details for Service Location: Harris Township, 20876 Wendigo Park Rd, Grand Rapids MN 55744-4682 **Customer ID:** 19-24146-23001

Description	Date	Ticket	Quantity	Amount
2 Yard Dumpster Service	08/11/22	90501	1.00	87.22
Ticket Total				87.22
Fuel / Environmental Charge				17.53
Administrative Charge				8.50
MN STATE SOLID WASTE TAX 17%				19.26
Total Current Charges				132.51

----- Please detach and send the lower portion with payment ----- (no cash or staples) -----

WM

WASTE MANAGEMENT OF MINNESOTA, INC.

PO BOX 42390
PHOENIX, AZ 85080
(888) 960-0008
HOURS: MON-FRI 7AM-5PM CST

Invoice Date	Invoice Number	Customer ID <i>(Include with your payment)</i>
09/01/2022	6901223-0412-2	19-24146-23001
Payment Terms	Total Due	Amount
Total Due by 10/01/2022	\$132.51	
If Received after 10/01/2022	\$137.51	

*** DO NOT PAY-AUTOMATIC PAYMENT WILL BE PROCESSED ***
Your bank account will be drafted \$132.51

0412000192414623001069012230000001325100000013251 6

00:18172 01:AB 0:491 **AUTO I7 0 7244 55744-468276 -C04-P48220-11 10500C76



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



Remit To: **WM CORPORATE SERVICES, INC.**
AS PAYMENT AGENT
PO BOX 4648
CAROL STREAM, IL 60197-4648

THINK GREEN.



300-0033317-0417-6