

Madam Chair Peggy Clayton  
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# Harris Township

SINCE 1909



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**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](http://www.harristownshipmn.org)

**Budget Session**  
**January 20, 2021**  
**7:00 pm Harris Town Hall**

**Present:** Chair Haubrich, Supervisors Clayton, Gilbert, Schack, and Kelley; and Treasurer Kopacek

**Absent:** Clerk Christie

The Budget Work Session was called to order at 7:00 pm by Chair Haubrich. The pledge to the flag was conducted.

Treasurer Kopacek explained that The 2021 install of CTAS does not provide the reports that would assist the board with their budget (process). The Treasurer explained that she has been trying to put the CTAS data into Excel reports but none of the reports are structured with an account/object code level detail by month. She further explained that she needs to work with at least 12 different CTAS reports and reorganize them into Excel, which is doable, but will take a lot more time.

Treasurer Kopacek had called one of the CTAS trainers and they did validate that CTAS does not have what we are looking for and that she would have to pull a lot of different reports to get to the level of detail the board needs. Most townships are doing a more higher level budget process (looking at a whole fund, etc), while Harris Township drills down a lot deeper than what others typically do.

Discussion followed on reports, budget process, etc and if there are any other functioning programs out there which would suit the board's needs for the future.

After reviewing the reports which Treasurer Kopacek provided to the board, it was decided to adjourn the meeting and allow the treasurer to pull together what the board needs (reports) and be ready for our next budget session on Monday, January 25, 2021 at 4:00 pm.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to adjourn the meeting at 8:15 pm.

Submitted by:

Peggy Clayton, Supervisor

Signed by:

  
Ken Haubrich, Chair

