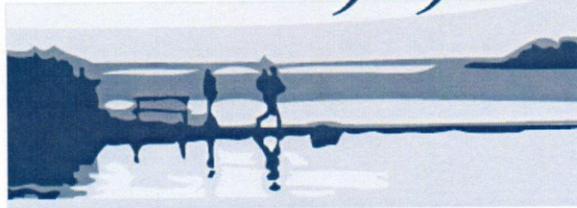


Chairman Jim Kelley
20387 Field Crest Road
Grand Rapids, MN 55744
Phone 218-327-0317

Supervisor Dennis Kortekaas 326-1882
Supervisor Burl Ives 259-1279
Supervisor Ken Haubrich 327-1351
Supervisor Pat Medure 327-9016
Treasurer Becky Adams 259-1192
Clerk Cari Ann Alleman 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 MEETING October 12, 2016 at 7:30pm AGENDA

1. **Pledge to the flag**, followed by the reading of the township mission statement
2. **Consider approval of Minutes** from the Regular Meeting on September 14, the P&D Meeting on August 24, P&D Meeting on September 28, Work session September 26, Work session October 3.
3. **Business from the floor**
 - Letter from resident- Brian Rajala (included in the packet)
4. **Consent Agenda**
5. **Roads**
 - Construction Update
 - Schmidt Road Metal Removal- update on bids- please see revised proposal
 - Highway clean-up
 - Snowplowing of township roads
 - Isleview speed bumps
6. **Recreation**
7. **Correspondence**
 - Board Action items:
 - Update from Shaw and Shaw for the vacating of land- hearing set for October 25 at 2 pm addition to the letter.
 - GRPUC Interest survey
 - Noteworthy items:
 -
 - Non-action items
8. **Old Business**
 - Employee Manual
 - FEMA Meeting- update
 - Tree Letter- response from lawyer
 - Flag Pole
 - Isleview Speed Bump- Did someone contact the resident

9. New Business

- P & D Meeting in November or December
- Town Hall Policy
- Ceiling in the town hall
- Cemetery Policy
- Flyaway group- Meeting on October 25- contact the group about the meeting we have there on the 25, at 2 pm.
- Comp plan and IRRRB Grant
- Fix the sign at Roger Bishop Memorial Field sign (Field is spelled wrong)

10. Treasurer’s Report – dated October 12, 2016 (of September 2016 financials)

11. Approve payment of bills for September, 2016

12. Public Input *(please limit comments to 5 minutes)*

13. Adjourn

UPCOMING Events / Meetings

Wed Oct. 26 Planning & Development Meeting.....	7:30pm Harris Town Hall
Mon Nov. 14 Itasca County Twp. Association Meeting.....	7:00pm Blandin Foundation
Wed Nov. 9 Regular Meeting.....	7:30pm Harris Town Hall

REGULAR MEETING

September 14, 2016 at 7:30pm

Minutes

Present: Supervisor Jim Kelley, Supervisor Burl Ives, Supervisor, Dennis Kortekaas, Supervisor Ken Haubrich, Treasurer Becky Adams, Clerk Cari Alleman

1. **Pledge to the flag**, followed by the reading of the township mission statement
2. **Motion to approve agenda**, Supervisor Ives, seconded by Supervisor Haubrich approved by all
3. **Consider approval of Minutes** from the Regular Meeting on August 10, **the P&D Meeting on August 24 not approved**, Work session August 25, Work session August 29. Motion to approve made by Supervisor Haubrich, Seconded by Supervisor Ives

Discussion:

Take out Supervisor Kortekaas on P & D on license and business from floor

Facebook managing and who is going to take care of it, want to bring it into work session or P & D: concerns needs to be discussed; check with MAT to see if there are any policies with Facebook and social media seeing to this...

3. Business from the floor

- Luke Gardner & Jeff Hayford about commercial ideas –south of Figgins property and north of Ron's mini storage, on the right hand side of Highway169. Hayford is asking for the land to be zoned commercial for a sale of the property, land is roughly 10 acres, between adjoining commercial properties, Ron's Mini Storage is not zoned commercial, it's a farm residential, or residential commercial. The board is looking to zone the 169 corridor both sides of the road, Hayford is asking for the board to zone commercial as he has plans to build a new facility (Ford) or in the city limits or at the current spot. Hayford needs to have plans to Ford by the middle of November at least the 20th, to tear down and build a business in the same location is hard, and to have the new site zoned commercial; needs to have a turn lane put in... all the turn lanes and required road structure is there. The county handles our zoning, the board needs to approve or have a plan first and then bring it to the county. There is a house there now with a detached garage. The board wants to follow through with the comp plan (add wording to include the hwy 169 corridor both sides) and to see and the next step is a public hearing where Mr. Swenson (county) would attend and have a larger scale map to see what is zoned in that area.
Does the public hearing have to be on the township or the county level. What are the exact steps that need to happen and what are the steps that need to happen Motion to have meeting on September 26 to talk about the comp plan and zoning at 7 pm, made by Supervisor Ives seconded by Supervisor Haubrich, passed by all
- John Casper- mailbox destroyed- Sunny Beach Road, where all were replaced and place on the driveway of the resident, contacted him requesting be fixed and reinstalled, motion to fix and reinstall the mailbox made by Supervisor Ives, seconded by Supervisor Haubrich
Discussion: looks like it is trusted and the resident should contact those who are going to fix it motion passed by all

4. Consent Agenda

5. Roads

- Construction Update
- 2016 Road Improvement Project: Birch Street to get the new mailbox in a resident's driveway. Upon the site visit, there is utilities in the ditch, it is public property and would be able to put it in the culdusax instead of putting it on the other side of driveway, nothing wrong with the original side of the driveway, resident was ok with putting it on the other side of the driveway. Advise to move the mailbox : location to relocate the mailbox to the other side of the driveway made by Supervisor Ives seconded by Supervisor Haubrich passed by all
- Substantial finish is done and now onto a punch list on the Sunny Beach Road Project; Birch Street still doing the concrete, some small things to be addressed, the day the company was putting in the mailboxes, a new house was being built and there was not a mailbox at the site, Supervisor Ives added a mailbox to be installed at the address as it was not on the list and there was not a house there before. Could have erosion, will control and will be monitored
- Qualities and total about \$10,000 approximately over the original estimate; rough estimate in the way the numbers are coming in... that included the base bid and alt 1 & 2. Shoulder work to be monitored through out and look at next spring to make sure that they are good and don't need any more gravel, over all the residents are happy and they are trying to address all the concerns out there right now. Will continue to monitor.
- Pine Landing and Wesleyan Drive Culvert Replacement – not much progress, still trying to get a hold of the contractor to continue with the finalizing of numbers. The work has been done and now we are just waiting on the final numbers.
- Schmidt Road Metal Removal- update on bids- three printouts, personal summary, potential contractors Hammerlund and Casper-
 - Casper does not have equipment and they would purchase a magnet to run out there and have as many workers out there, the township would keep the magnet attachment for the ASV.
 - Hammerlund straight hourly rate, magnet is more robust in the gravel road, based on the numbers and the amount of work that needs to be done Hammerlund would come out there cheaper to go over the road.
 - Motion to wait until P & D made by Supervisor Ives, seconded by Supervisor Kortekaas Discussion: Supervisor Ives wanted to talk to Casper Construction about the bid before they make a decision. Motion passed by all.
- Sunny Beach small section of land by the park, in the winter we plow snow and put it there, the gentleman would like to donate this to the township. By the Wendigo Park and the little triangle that they have more communication about this, Motion to look into further made by Supervisor Kortekaas seconded by Supervisor Ives and passed by all
- Isleview Road on Birch and Apache striking (Lines on the road) Iselview and Jeff Davies and it was under his opinion that we both (Harris Township and City of Grand Rapids) own the road, it would have to be surveyed to see where the road is actually in the townships boundaries, City of Grand Rapids would like to come to some kind of agreement to see how we are going to maintain the Road, the City of Grand Rapids owns the other half of the road, 500 feet is what is in question, it is on the south side of the road, can the township or the city come to an agreement and have a survey done and see if we can split to cost in half. Motion to have Supervisor Haubrich discuss the Isleview, Birch, and Apache road with the City of Grand Rapids made by Supervisor Ives, Seconded by Supervisor Kortekaas and passed by all, Addition: the last residents of the road is in a fire number of Grand Rapids and does receive service from the township, if we do take the residents we could maybe take the residents into the township. If we can have Jayson there, if needed to assist with Supervisor Haubrich

6. Recreation

- Hale Lake- Talked to Roger- he is going to be writing up a letter for us describing what needs to be done to make that into a workable landing. Since the site is county owned is not feasible for a boat landing, coming to the P & D meeting and they will be addressing the issues and will be contacting the residents who were in favor of the landing.

7. Correspondence

- Board Action items:

- Approve the cemetery deed for Beverly Carlson motion to approve the cemetery deed by Supervisor Ives seconded by Supervisor Haubrich passed by all
- Yellow pages directory listing- motion to table until P & D made by Supervisor Ives seconded by Supervisor Kortekaas motion passed by all
- Update from Shaw and Shaw for the vacating of land- Supervisor Ives would like the past history with the last one the township dealt with, for the P & D
- Noteworthy items:
 - Notes from meeting with Media Com
 - Notes from phone call with Lawyer about supervisor pay
 - Notes from text messages and emails between the supervisors
- Non-action items

8. Old Business

- Employee Manual- waiting on update from the lawyer
- Just received word doc of comp plan- updated the sheet we wanted and is in the packet-
- We have received 3 that are interested in the open Supervisor seat- I have forwarded all the emails onto the supervisors- Interviews will be held September 19 at 7 pm at the town hall two it he audience Pat Medure and Andy Scholl, the third is Ken Fourest.
- Lighting for town hall- Supervisor Ives update- one quote is a local company one is a retro fit, use existing fixture one kit can go with direct light here can go from a 4 bulb to a 2 bulb, for what the lights to give out, clerk to make copies and send out and put on the agenda for the regular meeting in October made by Supervisor Ives, seconded by Supervisor Haubrich, Discussion: Supervisor Ives has done retro fits to leave the fixture in and do a hard wire, costs a little more but with LED lights. Don't get hung up on the price of the light fixture, you get what you pay for with the lights.
- Noxious weed update- had the one on one with meet two hours stayed out here that are noxious, took a drive and showed weeds that are noxious in Grand Rapids, the wild parsnip is a very harmful and look like a dill weed or tensed, will blister your hands if touched, early summer is blooms, the best we can do is look next spring or summer to see if we have it. Low line and low land in the ditches best to spay 24D is what can be used... the one on one is more beneficial than the group meetings, drove a couple roads and had a two hour time limit.

9. New Business

- Dumpster at the service center- notice from waste management that they will no longer service the size dumpster we have, Local Boys have a quote monthly charge is comparable with the pickup charge, vehicle they use to pick the dumpsters with is leaving so they will not be able to pick it up. Motion to approve the Local boy made by Supervisor Kortekaas seconded by Supervisor Ives, Passed by all
- Tree removal letter- Maintenance crew put together a letter, want the land owner to sign off to make sure the land owner is aware, if the homeowner wants the wood they need to notify the township and we will leave the wood. By law the homeowner has 14 days to notify the township if they do not want the right of way to be brushed, we have a small crew, and the board will have to agree on what roads needs to be done motion to have an attorney to look at the letter made by Supervisor Kortekaas seconded by Supervisor Haubrich passed by all. Clerk will send to the attorney, fall works into the work schedule works better
- FEMA Meeting- update Supervisor Haubrich and Supervisor Ives went to a meeting fact finding meeting for the folks at FEMA the they are trying to update maps from the local governments to see what they want we don't do any flood ordinances and people who live around water that if you are prone to flood insurance with the new mapping with the county they can do the LAZAR mapping they can map and show that they are over the 100 year flood bank, Harris Township and the Pokegama lake and we are controlled by the Army Corp of engineers and anyone who lives on the River needs to look into the flood zone and the one culvert that is failing on Wood Tick and they will now add to the flood map, they think they will have end date for the end of Itasca County will be the end of winter... FEMA will be working with the county

better and a topographical map will be coming out of this mapping that is in the 2 foot increments, should be able to explain better.

- Flag pole out at the cemetery passed solar style to light the flag at night. Our flag pole has a little lean to it and it has been shimmed before
- Cemetery policy the decorations needs to be removed after Labor Day. Did we do anything to remind people about removing the decorations, just the plants out at Christmas, they do not take out the hook. Could put something on the Facebook after the policy.

10. Treasurer’s Report – dated September 14, 2016 (of August 2016 financials) closed the American Bank account last week and the road and bridge fund is in the black and we will need to move money out of capital improvements funds and what we need to have a budget to actual numbers and we will be done with the 3rd quarter here and will get better numbers at the P & D. Motion to approve the treasurers report made by Supervisor Kotekaas and seconded by Supervisor Haubrich, passed by all. Final numbers could possible in the next month, should put on the regular scheduled meeting

11. Approve payment of bills for August, 2016- inform that a \$25 dollars is coming off because the Itasca Association of Township is paying for, Cell phone we are paying for text messages, same thing that someone is getting all of the phone are unlimited and they will be adjusted. Motion to approve paying of bills, Supervisor Haubrich seconded by Supervisor Ives, passed by all

12. Public Input (*please limit comments to 5 minutes*) Open field over by Zorbas, owned by State of Minnesota, people are using it to sell their used vehicles and stuff, that is state land and Supervisor Kortekaas to see what if we can do anything, going to call DOT as it is in the right of way.

Organic options to kill the weeds goats can be used or weed control, a resident doesn’t appreciate being poisoned in the lake with the weed killer.

Pat Medure appreciated the survey and Nichole Arbor with the survey

13. Adjourn Motion to adjourn at 9:07 pm by Supervisor Haubrich and seconded by Supervisor Ives; passed by all

UPCOMING Events / Meetings

Mon. Sep. 19 Work Session.....	7:00pm Harris Town Hall
Wed Sep. 28 Planning & Development Meeting.....	7:30pm Harris Town Hall
Mon Oct. 3 Itasca County Twp. Association Meeting.....	7:00pm Blandin Foundation
Wed Oct. 12 Regular Meeting.....	7:30pm Harris Town Hall

PLANNING & DEVELOPMENT MEETING
August 24, 2016 – 7:30pm
Minutes

1. Pledge to the flag

2. Business from the Floor

- Mike Erickson- resort- didn't come to the meeting
- Speed Bump on Isleview; resident request by Ken Merwin-would like to get a speed bump on the Birch Street and Isleview Road. Peter Nord is grateful for the improvement in Birch Street and Isleview Road; he speaking against the speed bump. Michelle White spoke, the speed limit dropped from 40 to 30 mph. Both are against he speed bumps because of the speed limit drop. It is important and to monitor the situation before the board decides to put in a speed bump, and we have history or experience to make sure that it warrants one. Supervisor Ives suggested signage to say "children at play" there are pedestrian signs, and maybe another sign where the township property line is, that could be a "children at play" or a "caution" sign. The board can ask for the assistance from the Itasca County Sheriff Department to make more passes, try to get point across with signs and not with a speed bump; The Board would have a hard time to put in a speed bump in at this time without any history to back up the decision. Sheriff monitoring more is an option, put up some signs, take up a petition of the neighbors to who would like the speed bump, and look at alternatives at this time. Pedestrian walking sign, look in our sign book to see if we have a sign that would be the right fit. Look the area over before we do anything, no benefit or cost savings to be put on this current road project, could have the portable speed limit sign placed there displaying the speed and it records the data, see if we can get the free signage first and look into it to see if this is where is sign should go. Suggested to table and follow up at a later date. Table to the September P & D meeting. Motion by Supervisor Ives to table until the P & D meeting in September, Supervisor Haubrich seconded the motion; passed by all. A resident complimented the contractors of Casper and Hawkinson Construction Companies they did a great job and they did it with great efficiency and operation was done with attention to residents, and thanked the town board.
- Davis road gravel portion and people are driving fast and the resident is concerned that someone is going to get hurt, had a gate that said no trespassing private property, there is a fence and concerned someone is going to hit the pole. Quite a distance between the gate and the fence, there is a barricade that the resident put up and is concerned that they are driving cars on the trails, Motion to table the concern to September P & D meeting made by Supervisor Ives seconded by Supervisor Haubrich passed by all.

3. Consent Agenda

4. Roads

- Twp. Construction Updates- Pay estimate number 2 no action to be done right now,
- Twp. Construction Updates
 - Road Improvements Project
 - Sunny Beach Road
 - Mailbox coordination
 - All mailbox posts have been replaced. Corner boxes to be relocated back to Wendigo Park Parking lot area.
 - Isleview/Birch

- Soft spots repaired per direction of engineer as T&M prior to paving. – Change Order #2 Pending
- Paving Complete – Reduction of 550LF will save project on the costs
- Mailbox memo delivered
 - 12 residents have opted out for Twp provided post.
- Pine Landing and Wesleyan Drive Culvert Replacement
 - Wesleyan Drive
 - Completed Tasks – Culvert install, erosion control, aprons, grass is beginning to be established
 - Pending Tasks – Bituminous Patch
 - Pine Landing
 - Completed Tasks – Culvert install, erosion control, aprons, trash guard option for twp ~ \$500 extra.
 - Pending Tasks – Bituminous Patch
- Lakeview Drive/Lakeview Trail intersection discussion
 - Contacted residents
 - Residents have expressed the desire for work to be completed to protect road intersection from washouts. They are willing to work with the twp. as required.
 - Harris Township has voted to not perform any additional work due to recent ditch work performed by local resident.
- Schmidt Road
 - Cost estimate pending
 - Rapids Rental - \$14/day for magnetic nail pick-up tool
 - Hammerlund Construction – Has provided an hourly rate to use magnets on road
 - Casper Construction –Is putting together quote for service
 - Hawkinson Construction – Does not have industrial sized magnet

5. Recreation

- Hale lake access and letter to county to have it assessed- waiting on response from county
- Mishawaka landing and why the township never ditched the south side of the landing, picnic area, where the tree fell down. Residents wan the board to look at the land across the road and try to get more parking in the area, DNR, County, and private land owners would all have to come to a meeting to get the idea, pictures before the snow fall and maybe in the winter would have more time to discuss table discussion until the December regular meeting made by Supervisor Haubrich seconded y Supervisor Ives. ADD TO DECEMBER
- Mishawaka porta potty was tipped over, maintenance crew found it when ding inspections

6. Town Hall Report

- Review town hall report as prepared by town hall caretaker, dated 8/9/16- look at the windows Ives to look at the windows
- **7. Maintenance Report:** 7/1/16-7/29/16 Tyler last day august 4, and Ambers last day will be September 2, for the mowing and additional help to with the maintenance crew. Safety training the county and Cohasset do training together, it's about 3 hours and they go through a lot of stuff... (Look at Supervisor Haubrich's email) will have the maintenance workers go to that next spring when it is happening again.

8. Old Business

- Town Hall lighting- when going to the LED we could almost go with every other light fixture and they are expense and they can go from 4 lights to 2. Maybe the ballasts are getting weak, they have replaced two fixtures in the town hall to the LED, are the lights worthy of the kits, could we

eliminate a couple of rows of lights if we go with LED. We don't know the cost of the ballast, how much energy savings are we going to get and we need to get some price handlings, Supervisor Ives to look at the new ballasts and see if it is worth it...should be able to two weeks should be able to have numbers by September regular meeting...

- American bank two signers need to be taken off Larry Key and Gary Rosato- Becky and Cari will go and get the money, prefer a wire transfer. Motion to remove Larry Key and Gary Rosato from American bank account made by Supervisor Ives, seconded by Supervisor Haubrich passed by all. Payment to Hawkinson has been delayed to have the funds available. Motion to have Supervisor Kelley take check to Wells Fargo made by Supervisor Ives and Seconded by Supervisor Haubrich passed by all.

9. New Business

- Cemetery Deeds: Judy Meyers, Kenneth Averill, Jason & Jesse Karnes, Duane & Delores Herfindahl, and Judith Hukriede, Please approve the attached deeds. Motion to approve the deeds made by Supervisor Haubrich seconded Supervisor Ives passed by all...
- Supervisor "C": vacancy- looking for interested parties, and advertised in the newspaper, and do interviews and appoint, timeframe, website also. Run Wednesday and a Sunday dead line to apply by September 16th and the interviews on the 19 & 26 in the paper August 31 and September 4, Motion to approve made by Supervisor Haubrich seconded by Supervisor Ives passed by all
- Facebook- motion to use Facebook made by Supervisor Ives and Supervisor Haubrich seconded passed by all
- Licensing of the vehicle- optional commercial vehicles- anything over 26K LBS one rig would have to inspect both truck and trailer, licensing and drivers licensed and both have to be class A. One ton pickup truck when it comes to putting something on the trailer it is harder to pull, what else are we pulling but only one truck has to be classified commercial, both employees need to have class A license and take a test, motion to have both employees to have class A license read the book and take the test made by Supervisor Ives seconded by Supervisor Haubrich passed by all.
- Call from realtor asking about our comp plan. And change the comp plan- working on waiting to see if we can get a "word" copy of the com p plan.

10. Public Input-

Ants on the floor in the building... needs to be looked at and could call pest control or have the maintenance crew spray around the bottom of the building.

Clarification on comp plan- county can only approve the zoning... email out to supervisors with the changes. Motion to have meeting on August 29 comp plan made by Supervisor Ives, seconded by Supervisor Haubrich motion passed by all.

11. Upcoming meetings/events

- Thur. Aug. 25 Work session.....7:00pm Harris Town Hall
- Mon, Sept. 12 Itasca County Township Association Meeting..... 7:00 PM Blandin Foundation
- Wed. Sept. 14 Regular Meeting..... 7:30 pm Harris Town Hall
- Wed. Sept. 28 Planning & Development Meeting..... 7:30pm Harris Town Hall

12. Adjourn motion by Supervisor Ives to adjourn, seconded by Supervisor Haubrich adjourned at 8:42 pm

PLANNING & DEVELOPMENT MEETING

September 28, 2016 – 7:30pm

Minutes

Present: Supervisor Jim Kelley, Supervisor Burl Ives, Supervisor, Dennis Kortekaas, Supervisor Ken Haubrich, Supervisor Pat Medure, Treasurer Becky Adams, Clerk Cari Alleman

1. Pledge to the flag

2. Business from the Floor

- Mike Erickson- resort- no show
- Speed Bump on Isleview; tabled from the Aug. P & D meeting- let it go until we hear anything more from the resident, discussion: resident wanted to have a speed bump in and we were going to check with the sheriff office to have more patrols going down the road, numbers on the flasher signs approximate price on the radar sign about \$3000 dollars and is battery operated, suggested we let the resident know what is going to be done and see what the regular meeting is and get back to the resident.
- Mary Ives- presented Burl with 50 roses for his birthday

3. Consent Agenda

- Swearing in of Supervisor "C"- Pat Medure

4. Roads

- Twp. Construction Updates- Not much from the last meeting: mail boxes notices have gone out to the 2 residents, mail boxes with paper slot redone so water does not come in there. Striping is being done on Isleview and Sunny Beach; invoice and some of the items are not done so we are not signing pay request. Email from a resident about cracking in the pavement on Sunny Beach around the fire number 30191. Washouts are better, not much of them, one small spot on Sunny Beach Road and they are small but will be fixed.
- Davis Road-nothing we can do, outside our jurisdiction fencing and the gate that are there are not with in our justification... (Resident put up a gate outside out Right of Way... resident asked if we can put up signs.)
- Schmidt Road Magnet- Resident concerns, know it has been brought up before has been talked about that Casper has made a mistake that ended up with the metal in gravel, doesn't see why we (Township) should pick up the bill if they have admitted that they are at fault. Metal in the road that, contact Casper Construction about what they can do and about getting the metal out of the road, Casper laid class five in 2012-2013 issues in the road from history with the road and what the statues are communicate with them sitting down and having a conversation. Chat to see a resolution Motion to talk to Casper Construction made by Supervisor Ives seconded by Supervisor Medure, Supervisor Ives will talk to Casper Construction, agenda for the regular meeting passed by all.
- Culvert replacement on Weselyen and communication has broken down with the contractor, and the qualities and no bill as of yet and they are trying to get a bill by our regular meeting.

5. Recreation

- Hale lake access and letter to county Roger from the county will address this: Roger Clark from the County Land department- tax forfeited Hale lake and is a carry in only site, extremely steep and 79 feet on the lake side and 106 on the road side: asked the same question back in 2000 and that is the same result as it is not feasible to put in a back in boat landing. The water depth is very shallow in the area and is the only area they can have one, there is no dredging the lake and not conducive to a back in site. If it's coming in from lake owners and see if there is residents who would let other lake home owners use their landing to put in their boats. The county strongly discourages vacating any area's on any lakes that the township or county have. Undeveloped platted access the lowest form of government gets to develop them. First step would be with the township and the county could possibly partner with them, carry in style, numerous ones on Pokegama and some are used as boat landings, and some use like they are on personal back yard. We have gone through whatever it takes to keep an eye on those vacating, so it doesn't become a problem.

- Unrelated to Hale Lake has 4 other boat landing in Harris, second busiest on Pokegama Lake, there is a parking problem that is something fierce, the Township might have the opportunity to buy land next door and land across the street, but the township can't afford to purchase the land. Are there grants or financial help to get these done? Usually an opportunity to acquire park related item, that helps a lot to help with park like things, but just a parking lot or a parking access is hard without some kind of park included in the plans. We are not doing it just for us, is also for the future lots of people come out to use the boat landing that are not residents of Harris Township, and our budget doesn't go that far.

6. Town Hall Report

- Review town hall report as prepared by town hall caretaker, dated 8/9/16- Supervisor Kortekaas hasn't had a chance to look at them report, the Amber is having problem with the key on the door to the cleaning closet is not working right. Have the maintenance guys look at it. Amber our cleaning person would like to take 12 days off during October 8-20, Supervisor Medure was asked to do the job and do we have a calendar of what renters are going to be here. Motion to accept the town hall report made by Supervisor Medure seconded by Supervisor Haubrich passed by all

7. Maintenance Report: 8/1-8/31/2016- Motion to approved by Supervisor Kortekass seconded by Supervisor Ives passed by all

8. Old Business

- Town Hall lighting- recommendations- all information was sent in an email- go with the local business bid from Ace Hardware, two reasons one buying local and if we have a problem and go talk to them. Our maintenance people should be able to handle installing the new fixture- without baliss and replacing all of them or 60 bulbs every other of the light fixture we currently have in the town hall. Go from 4 bulbs in a fixture to 2 bulbs per fixture these are retrofitting and rewiring them to the bulb connectors and the maintenance crew has already done a couple. Motion to go with Ace Hardware with a total of \$865.69 by Supervisor Kortekaas seconded by Supervisor Haubrich discussion: asked why we are going with the new bulbs, cut down on lights to be change and passed by all
- Comp Plan- Talking in our discussion to revise one part in our comp plan to (see attached amended) property must touch the highway, can they purchase a slot and bring access to their property that does not touch discuss at looking at doing the comp plan again and maybe getting a grant to help with the cost, if we are going to be going for grants and if require the comp plan to be up to date and look at it in the budget to upgrade the comp plan and see what that might cost. The IRRRB there is money to get in a 1 to 1 match to upgrade the comp plan and there might not be a huge cost to this, if someone is already set up and familiar with the comp plan, the grant approved and issues updating the comp plan to accommodate the business that wants to come in. Residents came to us asking if they can get their land on a residential or commercial property and they are already in a conditional use permit. If one is to apply for the grant and how long do we have to use the money and there fiscal year is 7/1-6/31. It's on a first come first serve basis.
- The wording for the comp plan puts at a little more risk and this amendment would help the parcel in question they can apply for a zoning change and then a finding of fax would come to the board and then the board would make a recommendation to the county to make sure it fits with our plan. The verbiage in the comp plan does not bind us to anything and they already know it's not spot zoning because it already abuts the industrial piece. If that is what we want to do. It's up to the business owner to go to the county to get the zoning redone and then it come to the Harris Town board. IT will not be going against the comp plan because its already attached to another piece of industrial commercial, first step would be going to the county and then came to us to redo and worth looking at the property and the five questions we have to answer the questions favorable it would go then to the planning commission then to the county board, and then to come back to us. Conditional use is for certain amount of time and not in the commercial zone in the 2012. One suggestion is to send a letter to put it in the favor of this business to come into the township and then come back to the comp plan after we have figured out the land use for the incoming business. Reach out to the property owners to let them know what is happening and on this particular property if there needs to be a public hearing and not here is not, because it is connected to the industrial piece. Could they apply for a conditional I use permit and the answer is no because corporate doesn't want to have that. Need to do something about the immediate land issue; yes Itasca County we are willing to have the land zoned commercial. Send the Residents about the other land a letter letting them know that we are working on the comp plan to amend and re-due the comp plan.
- Motion to send letter to the county about the board in favor of rezoning of the 11 acre parcel that we are Supervisor Ives, seconded Supervisor Kortekaas motion passed by all who is going to draft the letter to

the Itasca County. Created a paper trail for us and to everyone knowing that we are moving forward and lets the county know that Harris is in favor, Supervisor Ives to compose a letter: motion passed by all

- Public Hearing: October 25 2 pm will start at the town hall and go to the property and come back to the town hall

9. New Business

- Letters of support to Paul Bunyan and Media Com-our letter head, reworded to say asked to say on behalf of the town board and it was coming from the whole board and not just the chair. Motion to send letters by Supervisor Ives seconded by Supervisor Haubrich passed by all
- Letter from County about changing our Local Board of Appeal and Equalization- Letter sent back with a no change and we will continue to do the board here at Harris Township made by Supervisor Ives seconded by Supervisor Haubrich and passed by all

10. Public Input

- Careful on rezoning and looking at property owners who would like the property zoned commercial, but it has repercussions, can't have it both ways; conditional use permits come and as not a fix all but then they can't use their property the way they wanted in the future.

Employee handbook and Facebook October 5 at 7 pm

County is going to look at a section of property by the highway by Zorbas at the weeds and will call the county back to see when it will be done.

11. Upcoming meetings/events

- Mon, Oct. 3 Itasca County Township Association Meeting..... 7:00 PM Blandin Foundation
- Wed. Oct. 12 Regular Meeting..... 7:30 pm Harris Town Hall
- Tues Oct. 25 Public Hearing about vacating road.....2:00 pm Harris Town Hall
- Wed. Oct. 26 Planning & Development Meeting..... 7:30pm Harris Town Hall

12. Adjourn motion to adjourn Supervisor Ives seconded by Supervisor Kortekaas passed by all

Table A-4. Grand Rapids Area Population, 1990 – 2010

Place	Population			Change		
	1990	2000	2010	1990-2000	2000-2010	1990-2010
Itasca County	40,863	43,992	45,058	3,129	1,066	4,195
Grand Rapids, city	7,976	7,764	10,189	-212	2,425	2,213
Harris Township	2,888	3,328	3,253	440	-75	365
Grand Rapids, township	3,199	3,378	0	179	-3,378	-3,199
LaPrairie	438	605	665	167	60	227
Arbo Township	832	898	867	66	-31	35
Cohasset	1,970	2,481	2,698	511	217	728
Trout Lake Township	810	951	1,087	141	136	277
Blackberry Township	698	717	880	19	163	182
Spang Township	229	262	264	33	2	35
Wildwood Township	144	193	193	49	0	49
Splithand Township	247	256	250	9	-6	3
Wabana Township	401	487	537	86	50	136

D. Highway 169 Corridor

In addition to negotiating an agreement on annexation within the corridor with Grand Rapids, Harris is to seek an overlay district within the County's zoning code. For the purpose of discussion the district could be called the "South Grand Rapids Entrance" area.

The intent of the overlay district would be to provide land use and development regulations similar to those of Grand Rapids so as to encourage appropriate development in this corridor. These regulations would overlay or be enforced in addition to those of the basic land use zoning classifications in the corridor. The County has used this concept along Highway 38 and for the mining areas of eastern Itasca County.

Generally speaking, the overlay district would apply as follows:

- North of Pokegama Lake:
 - No commercial development on the west side of the highway, reserve routes for frontage and backage roads at least as far as Harris Town Road, no offsite billboards, building and site design requirements, and the like.
 - Amend: **All of the West and East side of Highway 169 corridor from the south boundary to the north boundary would have the option of classifying their property residential or commercial. This would include all of the 169 corridor and only those parcels that a-but the highway.**
- South of Pokegama Lake:
 - No offsite billboards, off site impact standards (e.g., noise and dust), vegetation and plantings, and limit commercial development to currently zoned areas and those areas with existing conditional use permits.

Work Session September 26, 2016 Minutes

Present: Supervisor Kelley, Supervisor, Haubrich, Supervisor Ives, Pat Medure, Clerk Cari Alleman

1. **Pledge to the flag**, followed by the reading of the Harris Township mission statement

2. Specific Job descriptions for the Supervisor
 - Maintenance crew leader:
 - Weekly work plan
 - Supervision of employees
 - Evaluate job performance

Four season and what needs to get done in each season, variables what else is left to do and that needs to get done in the particular month, what is the history put the dates in there and to get in the book, grass was growing quick, supervisor should be able to give direction and then the direction from the board and they should be able to look at outside contractors as our township is strapped for money, how much money do we spend at certain areas and is there ways we can free up some money to be able to use somewhere else. Fighting to find money to do projects and do we need what we need to make our township work. Are we spending our tax money the best we can? Maybe there are better ways of doing things.

The board wants to explore what other companies would cost to get the jobs done. Justify to the tax payers if we are spending the money wisely. New board members look at things differently, and the employees are doing better and getting things done let's look at things in a different way. Going with what the maintenance crew does and let's look at what is going to be done with the things we don't see.

Would like the maintenance crew to be at a meeting at least once a month, resistance has been received from the maintenance crew in direction to the board and this is how we have done it and this is how we are going to keep doing it. More transparency is the best thing we need to be doing. Why are they doing all these things? The board would like an explanation of why it's done this way or why they are doing it now.

Sit down as a board and get expectations of what needs to be doing and going on. First do the expectations of 3400 people meet what we are doing and the board to set the goals to make sure the residents of Harris Township know what is being done and will help set the goals and give them to the employees.

Maintenance crew leader and what is the job description.

What can we take off the shoulders of the maintenance crew leader and what of we need to make this easier on them. Struggle with the issue is: times are

being treated as a department head and to give direction to the maintenance crew and a phone call from a resident to get work done. If there is a work order system that we could each go on to and set a priority to the work order, one spot or over here or over there, the supervisors should all be able to look at them. Recommended that it needs to go in front of someone to set the priority... and then if someone can then put them in when the weekly plan is drawn up they can create a history in a spreadsheet. Can be drawn up and updated every Friday. Can't justify some of the spending of the maintenance crew we need to make sure we can do that.

What is the ultimate goal of the board? We are a big community...

Going back to meeting with employees and what our expectations and what we need to do and what we need to do as a group. Board makes the decision and what the employees might have a different way of doing things and its ultimate goal is what needs to be done is by the board but the employees need to get it done. Start setting goals with the employees and in the specific seasons, and they might be right on track with what is being done. If we have dialog on things done 4 times a year. Things are getting better, they done make it easy for us to come to a meeting and know what is going on for the next week, month, and season.

Have at a meeting and monthly reports from all department heads, and what is the future what is coming up. Now they are setting their own expectations and going forward this season. It would give more responsibility to the maintenance worker.

Is there any goal and needed to be done outside of the regular maintenance duties, have we told them they need to be brushing and a permission form the attorneys and one the residents and they have 14 days to be able to let us know what they want to keep and is there is a ditch. Want to get a feel for how long it will take to be able to brush.

Collaboration in both takers and givers. We need to do this and with the economy the way it is, we need to make sure we are spending the money in the best fashion we can.

Meet with the employees first and have the prioritizes set up and ready.

Table the job description for this until a later date. Lay out the options in front the employees and tell them what we want how we are going to do this. Half the purpose of the meeting is getting an Idea of what they are thinking or basic expectations first. Board needs set boundaries the idea of what the employees do and what the employees actually do.

Expectations:

Keep informed

See daily reports

Work plans details

Work orders/ completed

Realistic on time and what it takes/ spend the tax dollars the best way we can

Seasonal future work plan

Each person do their own time sheet
Equipment log daily
Purchase log
Set up work order log and email it out once a week with your time cards

**Attend 1 meeting a quarter or when asked

3. Comp Plan- the verbiage on page 26 and the email that went out about having the whole thing looked at?

- If we continue and to grow we need to provide more services to the resident to make our self not so venerable to the city of Grand Rapids. Time frame at the piece of property that need to be zones commercial. We can zone the piece of property and at the regular meeting of the finding of fact and are we in favor and are we ok and its abutting commercial and not spot zoning. Zone commercial and if does, does it affect any other property, and its all north is ok. If the best interest of the township to expand that that is what the board needs to do.
- Conesus to look at the comp plan and there is home work to the we are going to do a through look at the comp plan

4. Facebook: who is going to administer it? Policy's? Concerns?

Administrator of Facebook is the clerk. Put on what you need.

Town ship as a newsletter and informational only.

Important and if we have something that need to be looked at before they are posted, plagiarize the social media policy and make one fit for the township and makes everyone for the

Copy of the policy from the county and city to come and

Losing control of it and wrong pictures up there, bad language is not allowed to be doing our Facebook page art unlimited and parameters of what they can handle and what goes on the sites. Part of the criticism is that there was a not enough communication with the public.

Megan from visit Grand Rapids and work out of Art Unlimited and see what the policy they have with them.

Table this topic until the policies have been reviewed.

Adjourned at 9:37 pm Supervisor Haubrich and seconded Supervisor Ives. Passed by All

Work Session
October 5, 2016, 7 pm
Minutes

Present: Supervisor Kelley, Supervisor Kortekaas, Supervisor Medure, Supervisor Haubrich, Supervisor Ives, Clerk Alleman

1. Pledge to the flag, followed by the reading of the Harris Township mission statement

- **Employee Handbook**
- Changes that are made are in red, the ones with red line through are deleted in the manual. Employee probation is 90 days with the 180 days for the probation period. Switched that... **Pg 7 change all the "A" to "their" on the page.** Is the maintenance supervisor in charge of all the employees? Employee standpoint need to be one person the employee's go through. Take out the "maintenance" out of the supervisor and put in "their designated supervisor."

See attached employee manual for changes made...

- **Facebook-** Who is going to be in charge of updating the page: who is administrator of the page? Clerk will be administering the page.
- Able to look at having an advantage to have the page administered by a company...
- No Politics, No foul language, no religion
- Can post only Town business and must be respectful,

Adjourn at 8:35 by Supervisor Kortekaas and seconded by Supervisor Haubrich

September 14, 2016

Harris Town Board
21998 Airport Road
Grand Rapids, MN 55744

Imagine my surprise coming home a couple weeks ago to discover my mailbox post sitting on the ground and replaced with a flimsy pipe with my mailbox sitting on top?

If I had been give a choice, I would have said absolutely not! But, I was not.

It was not long ago, that I placed a 5x7 treated post in the ground. And, I had installed an American Flag on it. The post has been there several years and likely would have been there ten or more years if it had not been removed..

I tracked down the men changing the mail box posts who said I should have attended a meeting ... and I had received a letter. I did not receive any letter so I could not attend a meeting I never knew about. I suspect that because I am in Grand Rapids Township and not Harris you would not have recorded my address and so there was no letter sent to us.

It is too late to undo what was done, but I think you have an absolute obligation to contact each and every homeowner when you undertake a project like this.

A second comment is: I understand you are taking the idea of "Speed Bumps" under advisement for the newly paved section of Isleview Road.

It is absolutely not necessary to deface the new pavement with "Speed Bumps".

There is only a few hundred yards of straight stretch on the newly paved Isleview Road before it becomes Birch Street. Hardly room enough to speed.

I cannot imagine there is a need for the Speed Bumps on either Isleview Road or Birch Street. We have lived in this location since 1964 and have been the owner since 1975. In that time, I can probably count the times on one hand that someone has exceeded a safe driving speed along this section of Isleview Road.

Respectfully,
Brian Rajala
3030 Isleview Road
Grand Rapids, MN 55744





CASPER CONSTRUCTION, INC.

Pipeline Maintenance | Excavation | Municipal Contracting

P.O. Box 480, 212 SE 10th Street, Grand Rapids, MN 55744

Phone: 218-326-9637 | Website: <http://caspercon.com> | Fax: 218-326-9638



Proposal # 16046 REVISED

Date: September 29, 2016

Pages:

Attn:

Name: HARRIS TOWNSHIP BOARD

Address:

Description: SCHMIDT ROAD – METAL REMOVAL

Location:

Architect: SEH

We hereby propose to furnish materials, labor, and equipment necessary for the completion of:

SCOPE OF WORK:

T & M RATES TO REMOVE METAL FROM SCHMIDT ROAD

1. SKIDSTEER W/ HARLEY RAKE W/ OPERATOR - \$125/HR
2. SKIDSTEER W/ MAGNET W/ OPERATOR - \$125/HR
3. SMOOTH DRUM ROLLER W/ OPER - \$110/HR
4. LOWBOY W/ DRIVER (IF NEEDED) - \$120/HR
5. FOREMAN W/ PICKUP - \$95/HR
6. LABORER (IF NEEDED) - \$68/HR

NOTES:

We hereby propose to furnish material and labor---complete in accordance with above specifications

Signature

* **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 Co, 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 Co's negligent acts or omissions for bodily injury and property damage which occur while Casper Construction Co 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 Co, 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 Co 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: _____

ANDERSON, OPHOVEN & STAUFFER
A PROFESSIONAL ASSOCIATION

Attorneys & Counselors Since 1917

520 NE First Avenue, Suite 1
Grand Rapids, MN 55744
(218) 326-6631
(218) 326-9956 Fax

Keith W. Anderson
Jerry S. Ophoven
Joseph C. Stauffer

October 3, 2016

Cari Ann Alleman
Harris Township Clerk
20876 Wendigo Park Road
Grand Rapids, MN 55744

Re: Vacation of a Portion of Maiden Lane within the Plat of Kaynosh Beach

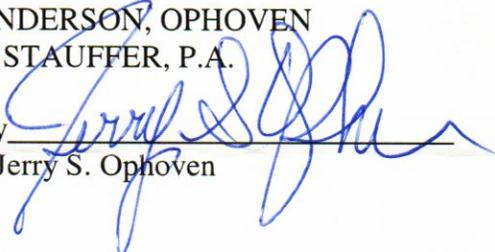
Dear Ms. Alleman:

Enclosed are the original Affidavit of Posting and the Acknowledgment of Receipt of Order Setting Hearing that have been signed by the Petitioners/Interested Parties.

I have sent the Petitioners the revised hearing order with the changed time of 2:00.

Sincerely,

ANDERSON, OPHOVEN
& STAUFFER, P.A.

By 
Jerry S. Ophoven

JSO:ds
Enc.
pc: Scott and Tanya Jackson via email

NOTICE

TO: John Miner and Annell Miner
20738 Crystal Springs Loop, Grand Rapids, MN 55744

The enclosed Order Setting Hearing Date and Petition to Vacate a portion of Maiden Lane within the Plat of Kaynosh Beach is served pursuant to Rule 4.05 of the Minnesota Rules of Civil Procedure.

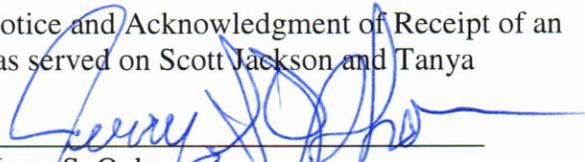
You must complete the acknowledgment part of this form and return one copy of the completed form to the sender within 20 days.

Signing this Acknowledgment of Receipt is only an admission that you have received the Order Setting Hearing Date and Petition to Vacate, and does not waive any other defenses.

You must sign and date the acknowledgment. If you are served on behalf of a corporation, unincorporated association (including a partnership), or other entity, you must indicate under your signature your relationship to that entity. If you are served on behalf of another person and you are authorized to receive process, you must indicate under your signature your authority.

If you do not complete and return the form to the sender within 20 days, you or the party on whose behalf you are being served may be required to pay any expenses incurred in serving the Order Setting Hearing and Petition to Vacate in any other manner permitted by law.

I declare, under penalty of perjury, that this Notice and Acknowledgment of Receipt of an Order Setting Hearing Date and Petition to Vacate was served on Scott Jackson and Tanya Jackson on 8-18-16, 2016.

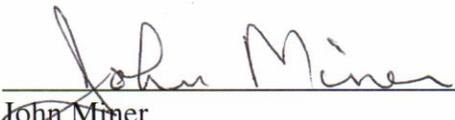


Jerry S. Ophoven

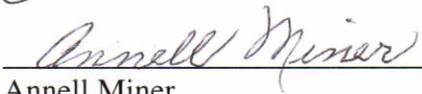
**ACKNOWLEDGMENT OF RECEIPT OF
ORDER SETTING HEARING AND PETITION TO VACATE**

I declare, under penalty of perjury, that I received a copy of the Order Setting Hearing and Petition to Vacate in the above-captioned matter at: 20738 Crystal Springs Loop, Grand Rapids, MN 55744.

Dated: 8/22/16, 2016



John Miner



Annell Miner

NOTICE

TO: Lonnie LaDoux and Kathleen LaDoux
20649 Crystal Springs Loop, Grand Rapids, MN 55744

The enclosed Order Setting Hearing Date and Petition to Vacate a portion of Maiden Lane within the Plat of Kaynosh Beach is served pursuant to Rule 4.05 of the Minnesota Rules of Civil Procedure.

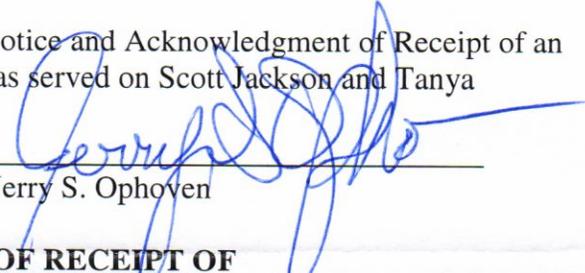
You must complete the acknowledgment part of this form and return one copy of the completed form to the sender within 20 days.

Signing this Acknowledgment of Receipt is only an admission that you have received the Order Setting Hearing Date and Petition to Vacate, and does not waive any other defenses.

You must sign and date the acknowledgment. If you are served on behalf of a corporation, unincorporated association (including a partnership), or other entity, you must indicate under your signature your relationship to that entity. If you are served on behalf of another person and you are authorized to receive process, you must indicate under your signature your authority.

If you do not complete and return the form to the sender within 20 days, you or the party on whose behalf you are being served may be required to pay any expenses incurred in serving the Order Setting Hearing and Petition to Vacate in any other manner permitted by law.

I declare, under penalty of perjury, that this Notice and Acknowledgment of Receipt of an Order Setting Hearing Date and Petition to Vacate was served on Scott Jackson and Tanya Jackson on 8-18-16, 2016.

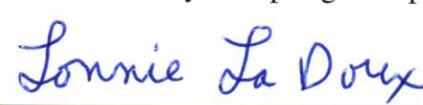


Jerry S. Ophoven

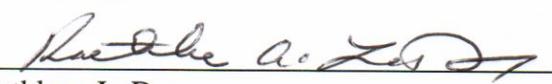
**ACKNOWLEDGMENT OF RECEIPT OF
ORDER SETTING HEARING AND PETITION TO VACATE**

I declare, under penalty of perjury, that I received a copy of the Order Setting Hearing and Petition to Vacate in the above-captioned matter at: 20649 Crystal Springs Loop, Grand Rapids, MN 55744.

Dated: August 20, 2016



Lonnie LaDoux



Kathleen LaDoux

NOTICE

TO: Gerald Eisele and Miriam Eisele
20806 Crystal Springs Loop, Grand Rapids, MN 55744

The enclosed Order Setting Hearing Date and Petition to Vacate a portion of Maiden Lane within the Plat of Kaynosh Beach is served pursuant to Rule 4.05 of the Minnesota Rules of Civil Procedure.

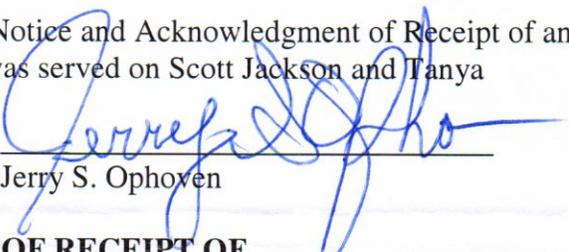
You must complete the acknowledgment part of this form and return one copy of the completed form to the sender within 20 days.

Signing this Acknowledgment of Receipt is only an admission that you have received the Order Setting Hearing Date and Petition to Vacate, and does not waive any other defenses.

You must sign and date the acknowledgment. If you are served on behalf of a corporation, unincorporated association (including a partnership), or other entity, you must indicate under your signature your relationship to that entity. If you are served on behalf of another person and you are authorized to receive process, you must indicate under your signature your authority.

If you do not complete and return the form to the sender within 20 days, you or the party on whose behalf you are being served may be required to pay any expenses incurred in serving the Order Setting Hearing and Petition to Vacate in any other manner permitted by law.

I declare, under penalty of perjury, that this Notice and Acknowledgment of Receipt of an Order Setting Hearing Date and Petition to Vacate was served on Scott Jackson and Tanya Jackson on 8-18-16, 2016.



Jerry S. Ophoven

**ACKNOWLEDGMENT OF RECEIPT OF
ORDER SETTING HEARING AND PETITION TO VACATE**

I declare, under penalty of perjury, that I received a copy of the Order Setting Hearing and Petition to Vacate in the above-captioned matter at: 20806 Crystal Springs Loop, Grand Rapids, MN 55744.

Dated: August 19, 2016



Gerald Eisele



Miriam Eisele

NOTICE

TO: Scott and Tanya Jackson
20782 Crystal Springs Loop, Grand Rapids, MN 55744

The enclosed Order Setting Hearing Date and Petition to Vacate a portion of Maiden Lane within the Plat of Kaynosh Beach is served pursuant to Rule 4.05 of the Minnesota Rules of Civil Procedure.

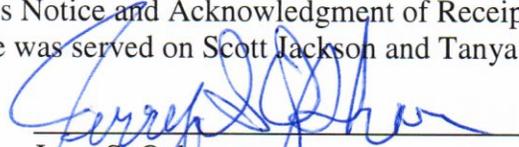
You must complete the acknowledgment part of this form and return one copy of the completed form to the sender within 20 days.

Signing this Acknowledgment of Receipt is only an admission that you have received the Order Setting Hearing Date and Petition to Vacate, and does not waive any other defenses.

You must sign and date the acknowledgment. If you are served on behalf of a corporation, unincorporated association (including a partnership), or other entity, you must indicate under your signature your relationship to that entity. If you are served on behalf of another person and you are authorized to receive process, you must indicate under your signature your authority.

If you do not complete and return the form to the sender within 20 days, you or the party on whose behalf you are being served may be required to pay any expenses incurred in serving the Order Setting Hearing and Petition to Vacate in any other manner permitted by law.

I declare, under penalty of perjury, that this Notice and Acknowledgment of Receipt of an Order Setting Hearing Date and Petition to Vacate was served on Scott Jackson and Tanya Jackson on 8-18-16, 2016.

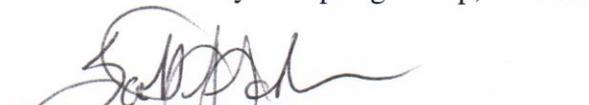


Jerry S. Ophoven

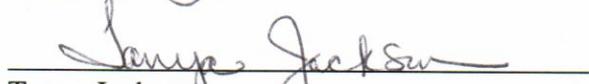
**ACKNOWLEDGMENT OF RECEIPT OF
ORDER SETTING HEARING AND PETITION TO VACATE**

I declare, under penalty of perjury, that I received a copy of the Order Setting Hearing and Petition to Vacate in the above-captioned matter at: 20782 Crystal Springs Loop, Grand Rapids, MN 55744.

Dated: August 19, 2016



Scott Jackson



Tanya Jackson

NOTICE

TO: Mary Ann Carter
20768 Crystal Springs Loop, Grand Rapids, MN 55744

The enclosed Order Setting Hearing Date and Petition to Vacate a portion of Maiden Lane within the Plat of Kaynosh Beach is served pursuant to Rule 4.05 of the Minnesota Rules of Civil Procedure.

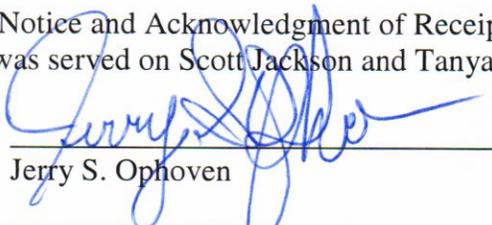
You must complete the acknowledgment part of this form and return one copy of the completed form to the sender within 20 days.

Signing this Acknowledgment of Receipt is only an admission that you have received the Order Setting Hearing Date and Petition to Vacate, and does not waive any other defenses.

You must sign and date the acknowledgment. If you are served on behalf of a corporation, unincorporated association (including a partnership), or other entity, you must indicate under your signature your relationship to that entity. If you are served on behalf of another person and you are authorized to receive process, you must indicate under your signature your authority.

If you do not complete and return the form to the sender within 20 days, you or the party on whose behalf you are being served may be required to pay any expenses incurred in serving the Order Setting Hearing and Petition to Vacate in any other manner permitted by law.

I declare, under penalty of perjury, that this Notice and Acknowledgment of Receipt of an Order Setting Hearing Date and Petition to Vacate was served on Scott Jackson and Tanya Jackson on 8-18-16, 2016.



Jerry S. Ophoven

**ACKNOWLEDGMENT OF RECEIPT OF
ORDER SETTING HEARING AND PETITION TO VACATE**

I declare, under penalty of perjury, that I received a copy of the Order Setting Hearing and Petition to Vacate in the above-captioned matter at: 20768 Crystal Springs Loop, Grand Rapids, MN 55744.

Dated: Aug 19, 2016



Mary Ann Carter

Law Office of
SHAW & SHAW, P.A.

P.O. Box 365

DEER RIVER, MINNESOTA 56636

Telephone 218/246-8535 Fax 218/246-8931
Remer and Bigfork Offices: 218-244-5329
Email: shawlaw@paulbunyan.net

Paul M. Shaw
(1926-2008)

Andrew M. Shaw

September 29, 2016

COPY

Mr. Tom Landwehr, Commissioner
Minnesota Department of Natural Resources
500 Lafayette Road
St. Paul, MN 55155-4040

RE: Vacation Petition, Harris Township, Itasca County

Dear Mr. Landwehr:

You will find this as notice that the hearing time in the above-captioned matter scheduled for October 25 has been changed from 5:30 PM to 2:00 PM on the afternoon of Tuesday, October 25 at the Harris Town hall, Grand Rapids Minnesota.

Sincerely,

LAW OFFICE OF SHAW & SHAW, P.A.

ANDREW M. SHAW
AMS/cas

Enclosure

cc: Harris Town Clerk
Jerry Ophoven, Esq.



September 29, 2016

Andrew M. Shaw of Shaw & Shaw Law Office
P.O. Box 365
Deer River, MN 56636

Subject: Vacation Petition, Harris Township, Itasca County

Dear Mr. Shaw,

Thank you for the opportunity to comment on the petition for vacation of a platted right-of-way designated as:

"Maiden Lane" lying West of Midway Avenue and abutting Lots Ninety-three (93) and Ninety-four (94), PLAT OF KAYNOSH BEACH.

Often the DNR opposes vacations of roads or corridors leading to public waters:

- When they provide or have the potential to provide access to public waters during the summer and winter for both motorized and non-motorized activities. These public corridors often afford recreational opportunities such as fishing, canoeing, swimming, picnicking, observation and scenic viewing area, ice fishing and/or snowmobiling access.
- When they may adversely affect natural resources due to the potential for additional shore land development. These public corridors abutting or terminating at waters often provide an intact riparian shore land zone that affords the ecological functions necessary to sustain fish and wildlife, and protect water quality.
- When historical and cultural resources are present, which is common for lakeshore parcels, to strongly encourage these resources be protected.

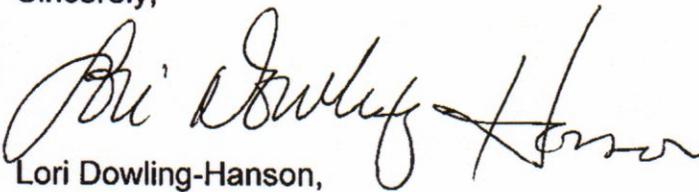
The DNR has not opposed vacations of public streets/corridors:

- When they do not provide or do not have the potential to provide safe, convenient, access to water such as steep, rocky shorelines, narrow corridors, that will not support recreational opportunities such as shore fishing, canoeing, swimming, picnicking, observation and scenic viewing area, ice fishing and/or snowmobiling access, or it is nearby an existing public access that is considered adequate for recreational opportunities.

- Where there would not be adverse effects upon natural resources because the riparian zone will remain intact, undeveloped, or natural, or there are other places on the lake that provide the necessary needed habitat and shore land riparian zone.
- When there are no known cultural or historic resources present.
- When the road vocation is part of a comprehensive plan for the lake, town, city, or county that had included an in-depth field and public review process.

The DNR resource review team has reviewed this request and has no opposition in regard to this proposed vacation.

Sincerely,

A handwritten signature in black ink, appearing to read "Lori Dowling-Hanson". The signature is fluid and cursive, with the first name "Lori" being the most prominent.

Lori Dowling-Hanson,
NE Regional Director
lori.dowling-hanson@state.mn.us
218-328-8783

C: Nancy Stewart, Boating Access Program Coordinator



GRPUC Customer Interest Survey

Renewable Energy Products

Community Solar & Biomass Energy



GRPUC is considering projects that would offer our customers energy produced by a local biomass energy facility and/or a community solar garden. **Please help us by completing this survey on the back of this sheet.** Your answers are **NOT A COMMITMENT** to sign up for any program now or in the future, but rather will help us gauge the level of customer interest so we may determine whether or not to move forward with these projects.

Biomass Energy Facility

What and where is it? Sustainable forest management in northern Minnesota generates left-over wood waste material, such as tree tops and limbs, called biomass. Minnesota Power's Rapids Energy Center (REC) facility in Grand Rapids burns this locally-grown biomass, in conjunction with coal, in two high pressure boilers to provide steam, compressed air, and electrical energy to the UPM Blandin Paper Company. The REC facility is capable of producing additional energy that could be distributed through the GRPUC electrical system giving our electrical customers access to biomass energy.

How would we pay for Biomass Energy? GRPUC electrical customers could purchase a subscription for an amount of biomass energy. Subscriptions would likely be available in 100-kWh blocks and as many blocks as desired could be purchased. Slightly different than the CSG program, the biomass energy program would not have individual monthly bill credits. Instead, the advantages include enhancing the existing local economy benefits such as the employment of approximately 40 REC employees and 30 area loggers to maintain the operation. Additionally, the biomass ash that is generated at REC is returned to area farmlands as a beneficial soil nutrient. Subscriptions to the biomass energy program could be renewed, amended, or cancelled annually with a written notification. Exact subscription pricing would be determined if the project has sufficient interest to move forward to development phase.

Community Solar Garden (CSG)

What and where is it? A CSG is an array of solar panels that would be installed at one or more locations with good, sunny exposure in the Grand Rapids Public Utilities service area. The solar power generated by the array(s) would be distributed through the GRPUC electrical system. The CSG would allow all GRPUC electric customers access to solar power without having to set up their own individual solar panel system.

How would we pay for a CSG? GRPUC electrical customers could purchase a subscription for an amount of solar power to provide for part or all of their electricity consumption. Subscriptions could either be paid up front as a onetime fee, which provides the best return on your investment, or on a pay-as-you-go plan with monthly installments. The pay-as-you-go plan would include a finance charge. The subscription fees would be recovered over time via monthly bill credits for your proportionate share of the solar power produced by the CSG (i.e. more shares purchased equals more monthly bill credit). The time it takes to recover 100% of the subscription fee with the monthly bill credits is called the payback period. The monthly bill credits would continue for the length of the subscription which would likely be 20 to 25 years. Subscriptions would be transferable or willable within the GRPUC service territory. The subscription cost and payback period would depend on a number of factors, including the size of the array that would be built, the amount of power (shares or panels) purchased, and the payment plan that is chosen. Exact subscription pricing would be determined if the project has sufficient interest to move forward to development phase.

Harris Township Hall
20876 Wendigo Park Rd
Grand Rapids, MN 55744

Name: _____ Street Address: _____ City: *Grand Rapids/LaPrairie (circle)*

- 1) How likely are you to consider a renewable energy source for your residence or business?
 Very Likely *Likely* *Not Sure* *Unlikely** *Very Unlikely**
**If Unlikely or Very Unlikely, skip to question #9.*
- 2) Which of the following values are reasons that you would consider renewable energy? (check all that apply)
 Energy Cost Savings *Climate Benefits* *Health Benefits* *Supporting Local Jobs*
 Other _____
- 3) If you were to consider a renewable energy program, which of the following would you choose?
 Community Solar Garden (CSG) *Biomass Energy* *Either* *Other* _____
- 4) If you were interested in the Biomass Energy Program, what amount would you consider paying for a subscription?
 \$1-\$5 /mo *\$6-\$10 /mo* *\$11-\$16 /mo* *\$16+ /mo* *N/A (not interested in Biomass)*
- 5) If you were interested in the Community Solar Garden (CSG) program, which payment structure would you most likely choose for your subscription fee?
 Pay-as-you-go (typically monthly) *Up-front onetime fee* *Either* *N/A (not interested in CSG)*
- 6) If you were interested in the Community Solar Garden (CSG), which payback period (the time to recover 100% of the subscription fee) would you consider to be acceptable? (check all that apply)
 10-13 yrs *14-17 yrs* *18-21 yrs* *22-25 yrs* *Doesn't matter to me* *N/A*
- 7) If you were interested in the Community Solar Garden (CSG) pay-as-you-go plan, what amount would you consider paying for a subscription?
 \$5-\$6 /mo *\$7-\$10 /mo* *\$11-\$15 /mo* *\$16-\$20 /mo* *N/A*
- 8) If you were interested in the Community Solar Garden (CSG) up-front onetime fee structure, what amount would you consider paying for a subscription?
 \$500-\$1,000 *\$1,001-\$5,000* *\$5,001-\$10,000* *\$10,001 or more* *N/A*
- 9) If you are *Unlikely* or *Very Unlikely* to subscribe for energy produced by a renewable energy source, please explain why. _____

Thank you for sharing your time and opinions by **October 25, 2016.**

You may submit the survey in the following methods:

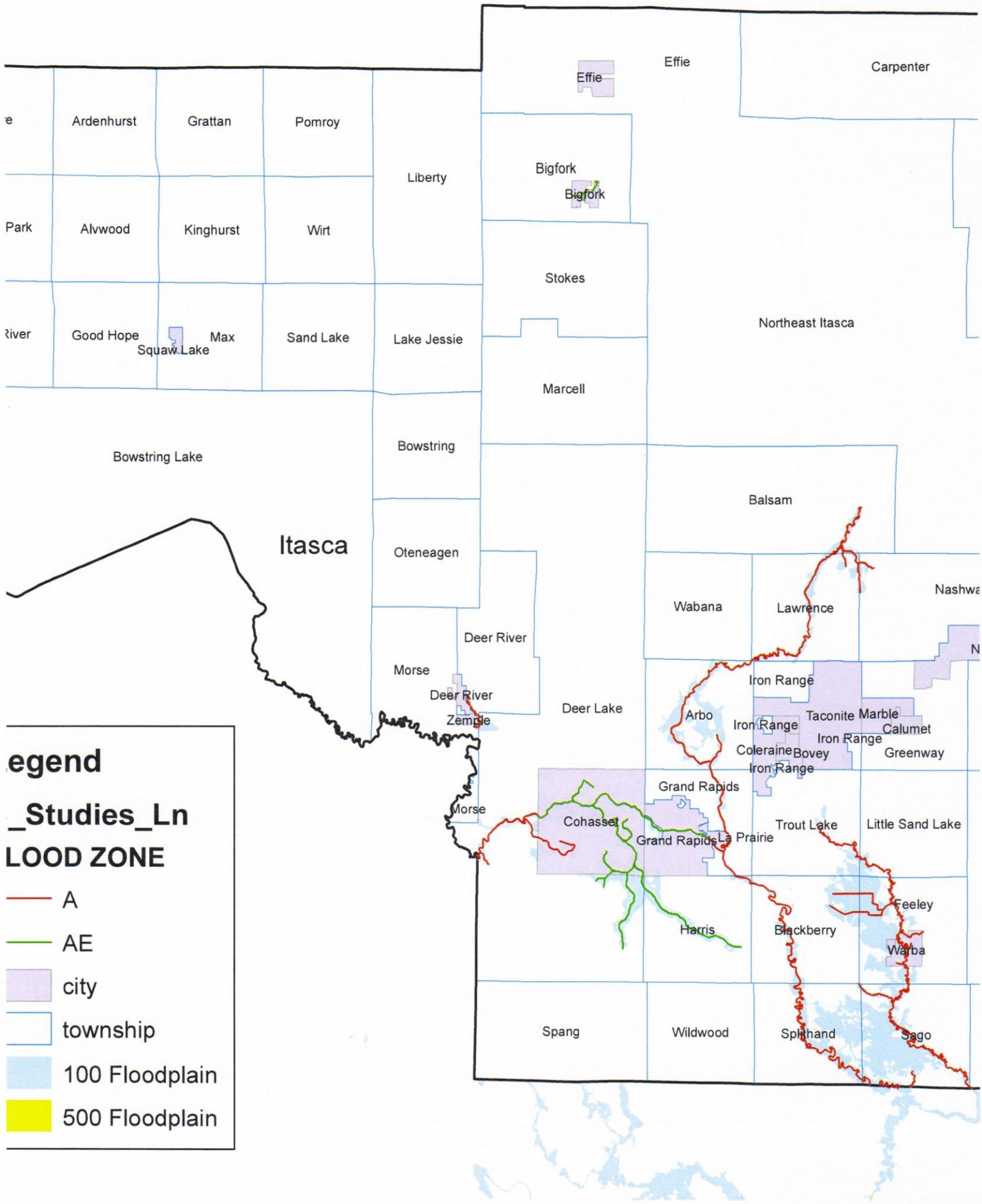
1. Mail it back to GRPUC, 500 SE 4th Street, PO Box 658, Grand Rapids, MN 55744.
2. Place it in the drop box outside of the GRPUC office, at the above address.
3. Scan and email it to Julie Kennedy at jakennedy@grpuc.org.
4. Complete it online at www.grpuc.org.

How could I learn more? GRPUC will also be hosting an **Open House from 4:30 – 7:30 pm on October 25th** at the Grand Rapids PW/PU Service Center where you can learn more about some of the different ways that the local renewable energy programs could be structured and operated. Also, for more information on CSGs, see energyteam.wabana.org.

County Community Local Con Current Mapping Review Comments Data Available Data Collected?

<p>Itasca Deer River Township</p>	<p>Chase Lake Road Flooding and Road Repair. Have Sarah check recent boundaries to confirm. Also HM plan and NFIP status</p>	<p>High water marks. Leech Lake and Red Lake Reservation Boundaries</p>	
<p>Itasca Harris Township, Cohasset</p>	<p>Harris Township wants to talk to Terry Zien. 1200 houses along lake. Diversion not working as it should. There are 600-700 homes on Big Sandy lake. Dozen homes in Aitkin along Mississippi that they are trying to save. Keep water back in Pokegama. Lake data on Pokegama from 50's and 60's Pokegama Lake Association filed again USACE a few years ago. Outcome? Re-route at Pine Bend? Back in the 60's. Pokegama to Little Winnie. Held back for Aitkin. WSE has been increasing</p>		
<p>Itasca Coleraine/Bovey Mary Roy</p>	<p>Wood tick road-> 36 failing US of Hale Lake. Hale Lake not connected. Pipe under paved road. Issue with the Canisteco Mine pit. Mine is out of business and will close. If they stop pumping, the pit will overflow and could flood homes. Need to check with mining hydrologist to see if DNR is in charge of pumping now. They want the pit to be mapped. Might be diverting water to Prairie River or Trout Lake. Flows likely shouldn't affect 100 YR.</p>	<p>High water marks via photos. Not sure if this will work unless they have detailed locaiton information</p>	

<p>Coleraine municipal boundary. One on current map not correct. Get from the County</p> <p>Trout lake isn't currently mapped, and they want it mapped. Canisteo mine pit</p> <p>Coleraine/Bovey joint fire department is almost done building fire station in the low area near 169. It floods here. Sent Jen Nelson info on this for their HMP on 9/16/16</p>	<p>yes</p>
<p>Not sure about culverts will check on GIS data we might not have yet</p>	<p>yes</p>
<p>Itasca</p>	<p>Itasca County Dave Bily</p>



Legend

Studies Ln

FLOOD ZONE

- A
- AE
- city
- township
- 100 Floodplain
- 500 Floodplain

Cari Ann

From: Andrew Shaw <Andrew@shawandshawlaw.com>
Sent: Thursday, September 15, 2016 7:58 AM
To: Cari Ann
Subject: RE: Letter of tree removal

Dear Cari:

The letter looks fine and should dispose of the vast majority of people questioning what you are doing. It will also give those who are going to complain the opportunity to do so.

The area of greatest concern, of course, is where we do not have legally established road rights-of-way and are clearing what is essentially private land. If we confine the clearing activities to the area which has been historically maintained, normally to the back side of ditches, we should be alright. In addition, 99% of the people will be in favor of what you are doing.

Let me know if you get any complaints or if any individuals subject to the maintenance being performed.

Andrew M. Shaw
Law Office of Shaw & Shaw, P.A.
P.O. Box 365
Deer River, MN 56636
218.246.8535 (office)
218.246.8931 (FAX)

CONFIDENTIALITY NOTE:

The information contained in this email is privileged and confidential, intended only for the use of the addressee named above. If you are not the intended recipient you are hereby notified that any dissemination, distribution or copying of this email is strictly prohibited. If you have received this email in error please immediately telephone the author at the above phone number and return the original message to us at the address indicated above by US mail. We will pay your reasonable expenses incurred in notifying us and returning the message.

From: Cari Ann [mailto:harristownshipclerk@gmail.com]
Sent: Wednesday, September 14, 2016 11:45 PM
To: Andrew Shaw
Subject: Letter of tree removal

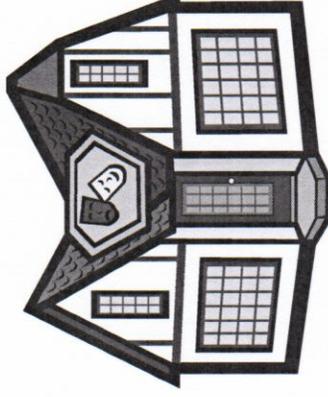
Andy,

Can you look this over and make sure its ok for Harris Township to send out.

Thank you,

Cari Alleman
Harris Township Clerk
218-244-1811

HARRIS TOWN HALL POLICY



To reserve the town hall,
call or text the Town Hall Caretaker:
Amber Hartl at (218) 398-5033



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

TOWNHALL CARETAKER

Amber Hartl
(218) 398-5033
(call or text)

Adopted December 1996
Updated August 2005
Rate Changes effective June 1, 2006
Updated October 2007
Updated February 2008
Updated May 2011
Updated May 2013
Updated December 2015



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.

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, crises, or other unexpected business, the Town Board reserves the right to cancel or change the scheduling of any activities as necessary.

RESPONSIBILITIES OF THE USER

All users must contact the Town Hall Caretaker and be provided with the proper information and lease documents pertaining to using the hall.

CARETAKER

The Town Hall Caretaker is hired by the Town Board to superintend the maintenance, scheduling, and rental of the Town Hall. This position has full authority to make decisions concerning the activities listed in this policy and 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 person that will be held responsible for the use of the facility is required to sign a lease agreement. Upon signing the lease agreement, he/she acknowledges and accepts responsibility of the rules and rental fees explained in the lease agreement form. The Lease Agreement is an extension of this policy. **A renter may not put nails, tacks, tape on the ceiling or on the walls of the town hall. A renter will put the times they rent the hall. (ex: 5-8 pm for a birthday party)**

TYPES OF APPROVED ACTIVITIES

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

*There is no rental charge for funeral activities of a Harris Township resident or for Elections (Federal, State, County, Township or School Board)

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

SPECIFIC NON-APPROVED ACTIVITIES

- Rummage/garage sales (Dec 2015)

As of May 8, 2013:

TOWN HALL RENTAL FEES (per use/day)

Resident: \$50.00 + \$25.00 deposit

Non-Resident: \$100.00 + \$25.00 deposit

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 responsibility and liability for damages to the Harris Town Hall (ordinary wear and tear accepted).
5. The renter assumes the responsibility for cleaning the building and equipment used for their event. Renter must take their garbage with them.
6. The renter must be present during the use of the facility and will be in charge of activities during the lease period.
7. Any equipment located in the Town Hall or part of the hall cannot be removed or let to any other person or group.
8. All youth activities must be under adult supervision.
9. In the event of a "hardship", the board reserves the right to make allowances to offer the facility at a reduced fee.

Harris Town Hall LEASE AGREEMENT

As updated 12-9-15

Amber Hartl
Town Hall Caretaker
Cell phone: 218-398-5033

USER RESPONSIBILITIES:

Users must sweep floors after each use
Users must wash & put away any dishes used
Users must take ALL garbage home with them
Users may not put tape on the ceiling or the walls
Users must leave the hall in meeting format (see diagram)
Smoking is not allowed in the Town Hall Building

Use of alcoholic beverages is **not** allowed
Users may *not* put nail holes in the walls/**ceiling**
Users may *not* put tacks in the walls/**ceiling**
Users may *not* remove any items that
belong in the hall

LEASE RENTAL AGREEMENT

WHEREAS, the undersigned is desirous of utilizing space owned by the Town of Harris and
WHEREAS, the undersigned acknowledges the use of said property, with the permission and consent of the
Town of Harris, is subject to the following provisions;
THEREFORE, it is agreed by the undersigned that the condition of their use of the Harris Town Hall shall
comply with the following conditions:

1. That they shall make arrangements with the Caretaker of the Harris Town Hall and agent of Harris Township. The rental of the building is for (list purpose):

2. Rental date: _____ (day and date).

Rental shall be for the hours from _____ until midnight, unless stated differently:

3. That the undersigned assumes the responsibility and liability for damages to the Harris Town Hall, ordinary wear and tear excepted, as such might occur during their use of said property.
4. That the undersigned assumes responsibility for clean up of said building. This means:
 - Place tables and chairs in meeting format; all others must be stacked in accordance with the meeting format diagram
 - Kitchen and meeting room areas must be swept
 - Dishes and utensils, if used, must be washed, dried, and put away properly
 - The renter must take ALL garbage with them, in bags provided by the township; this includes bathroom, kitchen, and main room garbage. **If any garbage is left in the Harris Town Hall after said rental, the deposit will be RETAINED for disposal of the garbage. NO EXCEPTIONS.**

Any task not performed in this section could result in the loss of rental deposit

5. It is understood by the users of the premises that NO alcoholic beverages shall be permitted on Township property, and there is to be NO smoking in the Town Hall Building.
6. It is further understood that during the use of the premises, the lessor herein shall be present. Such presence is a condition of the continued use of the building on that date or in the future.
7. 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.

- 8. It is further understood that users 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. Further, the user 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 user for damages which the Town of Harris as a result become liable due to use of said premises by the undersigned.
- 9. User shall indemnify the Town of Harris, the Town Board, and all agents of the Town of Harris against all liability arising during the lease term, from injury to person or property, occasioned wholly or in part by any act of omission of the user, or of his agents, employees, assigns or subleasees.
- 10. The Town of Harris, the Town Board, and all agents of the Town of Harris shall not be held responsible for any property of users, or of his agents, employees, guests, assigns, or subleasees if left overnight or forgotten on premises, becomes lost or damaged.
- 11. If the undersigned decides to **cancel** at any time before the date of use, it is agreed and understood that **at least seven (7) days notice** will be given to the caretaker.
- 12. By execution of this agreement, the undersigned hereby covenants to comply with the terms and conditions hereof.

Dated: _____ 20____

Harris Township:

Name of
Leasee: _____ (print)

Caretaker

Leasee signature

Any comments:

Address

City / State / Zip code

Phone number

Cash Receipt: _____ ____ \$50 Resident rate + \$25 deposit ____ \$100 Non-residential rate + \$25 deposit ____ \$100 For-Profit activity rate + \$25 deposit ____ No charge - Funeral activities of resident
--

Return Deposit? YES _____ NO _____ If "YES", date mailed: _____ If "NO", reason: _____ _____ _____
--

TREES OR SHRUBS:

In order to obtain uniformity and efficiency in maintenance, the following rules will be in effect: There shall be no planting of shrubs and trees on graves or lots, effective August 13, 2003. Any existing trees or shrubs that are already on lots, should they die, shall not be replaced. Maintenance of trees and shrubs currently planted at the cemetery will be done only if they become a menace to other sites, pedestrians, or create an unpleasant atmosphere. An existing tree or shrub may have to be removed to allow for excavation of an adjoining grave, and the Township will not guarantee that it will be replanted or of its survival if it is replanted.

FLOWERS AND OTHER DECORATIONS:

Flowers and decorations are allowed from **April 1st until the day after Labor Day**. All must be removed by this date or will be removed and disposed of by the Township. If flowers or decorations become unmanageable or unpleasantly deteriorated, they can be removed at any time by the Township. Two flower boxes or containers are allowed per grave site. Real or artificial flowers must be in removable containers or on shepherd hooks or flower stands, but can not contain more than two flower arrangements on one stand. The loss of any flowers or decorations will not be the responsibility of the Township. The Township Cemetery workers will make every effort to protect and move decorations during maintenance procedures. Flower beds are permitted next to the headstones on the grave site. This bed must be maintained within the grave site and be kept clean and free of weeds.

HARRIS TOWNSHIP CEMETERY POLICY

CONTACT PERSONS:

The following persons can be contacted regarding the Cemetery

Cari Alleman, Clerk 218-244-1811
Maintenance Crew 218-326-6190

SPECIAL ORNAMENTATION:

Special ornamentation is allowed during funerals, but must be removed within one week. Also, during the Christmas holidays, special ornamentation is allowed from December 1 to January 30. If these are not removed by the date specified, Township Cemetery workers may remove these ornamentations and the Township is not liable to return these to the owners.

SUPERVISION OF CEMETERY:

The Harris Town Board supervises all transactions and maintenance of the cemetery. The Board has the right to correct any error that may be made by it, either in making interments or dis-interments, by substituting interment rights of equal value and similar locations as far as possible refund purchase price by the sole discretion and selection of the board.

In the case where a regulation may cause undue hardship, the Board has the right, without notice, to make exceptions, suspensions or modifications of any of the rules and regulations. Upon doing so such temporary exceptions, suspension, or modification shall in no way be construed as affecting the general application of this policy.

DISCLOSURE:

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



Amended on August 13, 2003
Amended on July 27, 2005
Amended on June 20, 2006
Amended on July 11, 2007
Amended on December 12, 2012
Amended on September 25, 2013
Amended on December 10, 2014
Amended on April 22 and May 13, 2015

HARRIS TOWNSHIP CEMETERY POLICY

Harris Township maintains a cemetery for its residents and others. The location is attractive to many people and therefore new additions to the cemetery have been created and additional land has been purchased. The town Board has control of this cemetery without many restrictions or mandates, but the few requirements needing to be met is outlined below.

The importance of uniformity and efficiency in maintaining a cemetery requires certain rules and regulations to be documented. All parties must adhere to these guidelines to ensure property notification, placement, and documentation of any interment.

HOURS:

The cemetery is accessible to anyone every day from Dawn to Dusk.

PURCHASING, SALE OR TRANSFER:

All burial sites will be purchased through the Town Clerk or designated appointee. Persons desiring to purchase lots are invited to visit the cemetery, where the Clerk will aid in making a selection. After the selection is made, and purchase price is paid, a deed will be issued and copies of the deed will be recorded at Itasca County Courthouse. The record of signing the deed will be noted in the board meeting minutes at the next Regular Monthly Board meeting.

A maximum of four (4) graves can be purchased by one person per deed. Purchased burial sites can not be transferred, assigned, or pledged to another interest without the consent of the Town Board.

The private sale of burial plots is prohibited. All sales must be transacted through the Town Board. The Township may re-purchase a site or sites with the compensation remaining the same as the original purchase price.

FEES PER GRAVE:

\$125.00/site for residents and non-residents (4/22/15).
A \$46 recording fee per deed will also be charged.

GRAVE/BURIAL REGULATIONS:

It is the responsibility of the Funeral Home/Director to notify the Town Clerk of any activity planned or taken to any grave site at anytime.

1. Vaults are required, except for Cremations.
2. Bodies per grave: Either 1 adult/casket or 2 infant caskets, one level, not stacked;
Cremations: 4 urns with/without a vault, or up to 4 urns without vaults may be placed over an existing buried vault.
3. Only cremation burials are allowed in sites of Section 1 (original cemetery) if purchased after October 1, 2013
4. The Township Clerk must be notified before any interment is held.
5. Personal excavating of the grave is strictly prohibited.
6. No grave or burial will be allowed above ground.
7. No burial of pets will be allowed.
8. Cremations remains are not allowed to be placed or spread above ground, unless they are in a sealed container attached to the headstone.

GRAVE OPENING AND CLOSING:

Fees for excavating a burial site will be set by the Harris Town Board and collected through the Funeral Director. For burial of urns, when not going

through a Funeral Director, the Town Clerk must be contacted prior to the date of this burial and fee paid. If a cremation excavation is performed, but the burial is not carried out, a cancellation fee of \$25 will be due.

DISINTERMENTS:

All requests for disinterment (including cremated remains) will be directed to a funeral home to facilitate the process.

WINTER RESTRICTIONS:

Due to the harsh winters and frost thickness, grave openings could delay funeral activities. The Funeral Director will need to communicate with the Township regarding this time frame so adjustments can be made for the services. Four (4) full working days are needed to prepare a site, not including the day of notice or the day of the burial. Thus, adequate notice is required by the township.

HEADSTONES, FOOT STONES, AND OTHER MARKERS:

Head and foot stones will be placed in such a manner to align themselves with existing markers and/or walk ways and lot lines designed into the cemetery. Headstones will be placed at the head of the grave and footstones will be placed at the foot of the grave.

Only one upright marker per grave is allowed. In case of multiple burials in one site, additional markers must be flat, and level with the ground.

The Township maintenance workers will install foot markers as they are received from the County Veterans Office.

The Township will not be held responsible for vandalism and normal wear and tear caused by weather or any other act of God.

HARRIS TOWNSHIP CEMETERY POLICY

Amended on August 13, 2003 | Amended on July 27, 2005 | Amended on June 20, 2006 | Amended on July 11, 2007 | Amended *Grave Opening Fee Schedule* July 23, 2008 | Amended *Grave Opening Fee Schedule* August 12, 2009 | Amended *Grave Opening Fee Schedule*, May 25, 2011 | Amended *Grave Opening Fee Schedule*, October 12, 2011 | Amended to restrict Section 1 burials, September 25, 2013 | Amended winter notification requirements, Dec 10, 2014 | Amended "**Fees per grave**" and "**Contact persons**", April 22, 2015; Amended to delete "no granite footings" restriction, May 13, 2015.

Harris Township maintains a cemetery for its residents and others. The location is attractive to many people and therefore new additions to the cemetery have been created and additional land has been purchased. The town Board has control of this cemetery without many restrictions or mandates, but the few requirements needing to be met is outlined below.

The importance of uniformity and efficiency in maintaining a cemetery requires certain rules and regulations to be documented. All parties must adhere to these guidelines to ensure property notification, placement, and documentation of any interment.

HOURS:

The cemetery is accessible to anyone every day from Dawn to Dusk.

PURCHASING, SALE OR TRANSFER:

All burial sites will be purchased through the Town Clerk or designated appointee. Persons desiring to purchase lots are invited to visit the cemetery, where the Clerk will aid in making a selection. After the selection is made, and purchase price is paid, a deed will be issued and copies of the deed will be recorded at Itasca County Courthouse. The record of signing the deed will be noted in the board meeting minutes at the next Regular Monthly Board meeting.

A maximum of four (4) graves can be purchased by one person per deed. Purchased burial sites can not be transferred, assigned, or pledged to another interest without the consent of the Town Board.

The private sale of burial plots is prohibited. All sales must be transacted through the Town Board. The Township may re-purchase a site or sites with the compensation remaining the same as the original purchase price.

FEES PER GRAVE:

\$125.00 per site for residents and non residents (eff. 4/22/15); a \$46.00 recording fee per deed will also be charged.

GRAVE/BURIAL REGULATIONS:

It is the responsibility of the Funeral Home/Director to notify the Town Clerk of any activity planned or taken to any gravesite at anytime.

1. Vaults are required, except for cremations.
2. Bodies per grave:
 - 1 adult casket OR up to 2 infant caskets, one level (not stacked);
 - Up to 4 cremations, with or without urn vaults
 - Up to 4 cremation urns WITHOUT vaults may be placed over an existing buried casket vault.
3. *Only cremation burials are allowed in sites of Section 1 (original cemetery) if purchased after October 1, 2013*
4. The Township Clerk must be notified before any interment is held.
5. Personal excavating of the grave is strictly prohibited.
6. No grave or burial will be allowed above ground.
7. Burial of pets are NOT allowed.
8. Cremation remains are not allowed to be placed or spread above ground, unless they are in a sealed container attached to the headstone.

GRAVE OPENING AND CLOSING:

Fees for excavating a burial site will be set by the Harris Town Board and collected through the Funeral Director. For burial of urns, when not going through a Funeral Director, the Town Clerk must be contacted prior to the date of this burial and fee paid.

DISINTERMENT:

All requests for disinterment of remains (including cremated remains) will be directed to a funeral home, which will facilitate the process. A permit, signed by all family members will be required. There will be no disinterments on weekends, holidays or during the winter months (October through May). The cost to disinter will be double that of the current opening costs. Harris Township, its officers or employees, will not be held responsible for any damages that may occur to a headstone, vault, casket or remains during a disinterment process. If it is deemed that a vault is unable to be removed, the site will be considered unsellable and maintained by the owners of the site.

WINTER RESTRICTIONS:

Due to the harsh winters and frost thickness, grave openings could delay funeral activities. The Funeral Director will need to communicate with the Township regarding this time frame so adjustments can be made for the services. Four (4) full working days (i.e. Monday-Friday and non-holidays) are needed to prepare a site, not including the day of notification or the day of the funeral. Thus, adequate notice is required by the township.

HEADSTONES, FOOT STONES, AND OTHER MARKERS:

Head and foot stones will be placed in such a manner to align themselves with existing markers and/or walk ways and lot lines designed into the cemetery. Headstones will be placed at the head of the grave and footstones will be placed at the foot of the grave. **Only one upright marker per grave is allowed. In case of multiple burials in one site, additional markers must be flat, and level with the ground.** The Township maintenance workers will install foot markers as they are received from the County Veterans Office. The Township will not be held responsible for vandalism and normal wear and tear caused by weather or any other act of God.

TREES OR SHRUBS:

In order to obtain uniformity and efficiency in maintenance, the following rules will be in effect: There shall be no planting of shrubs and trees on graves or lots, effective August 13, 2003. Any existing trees or shrubs that are already on lots, should they die, shall not be replaced. Maintenance of trees and shrubs currently planted at the cemetery will be done only if they become a menace to other sites, pedestrians, or create an unpleasant atmosphere. An existing tree or shrub may have to be removed to allow for excavation of an adjoining grave, and the Township will not guarantee that it will be replanted or of its survival if it is replanted.

FLOWERS AND OTHER DECORATIONS:

Flowers and decorations are allowed from April 1 until the day after Labor Day. All must be removed by this date or will be removed and disposed of by the Township. If flowers or decorations become unmanageable or unpleasantly deteriorated, they can be removed at any time by the Township. Two flower boxes or containers are allowed per gravesite. Real or artificial flowers must be in removable containers or on shepherd hooks or flower stands, but can not contain more than two flower arrangements on one stand. The loss of any flowers or decorations will not be the responsibility of the Township. The Township Cemetery workers will make every effort to protect and move decorations during maintenance procedures. Flowerbeds are permitted next to the headstones on the gravesite. This bed must be maintained within the gravesite and be kept clean and free of weeds.

SPECIAL ORNAMENTATION:

Special ornamentation is allowed during funerals, but must be removed within one week. Also, during the Christmas holidays, special ornamentation is allowed from December 1 to January 30. If these are not removed by the date specified, Township Cemetery workers may remove these ornamentations and the Township is not liable to return these to the owners.

SUPERVISION OF CEMETERY:

The Harris Town Board supervises all transactions and maintenance of the cemetery. The Board has the right to correct any error that may be made by it, either in making interments or dis-interments, by substituting interment rights of equal value and similar locations as far as possible refund purchase price by the sole discretion and selection of the board.

In the case where a regulation may cause undue hardship, the Board has the right, without notice, to make exceptions, suspensions or modifications of any of the rules and regulations. Upon doing so such temporary exceptions, suspension, or modification shall in no way be construed as affecting the general application of this policy.

DISCLOSURE:

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

CONTACT PERSONS:

The following persons can be contacted regarding the Cemetery:

Cari Alleman, Clerk 218-244-1811
Township Maintenance Crew: 218-326-6190

Harris Cemetery

Grave Opening

FEE SCHEDULE

As December 12, 2012

OPENING TYPE	SEASON	DAY OF THE WEEK FOR BURIAL (see holidays listed below)***	Standard COST Burial/service Start time: 9am-3pm	Overtime COST during daylight savings only Burial/service start time: 3:15pm-5pm**
Grave Opening – adult (casket and vault)	Year-round	Monday – Friday Saturday or Sunday	\$500 \$650	\$650 Not an option
Grave opening – infant <i>An infant casket/vault combination is defined as being 3 feet or less in length.</i>	Summer	Monday – Friday Saturday or Sunday	\$125 \$200	\$200 Not an option
	Winter *	Monday – Friday Saturday or Sunday	\$200 \$200	\$200 Not an option
Burial DISINTERMENT	as noted above	as noted above	DOUBLE the opening costs above	Not an option
Cremation – opening for urn only	Summer	Monday – Friday Saturday or Sunday	\$50 \$200	\$200 Not an option
	Winter *	Monday – Friday Saturday or Sunday	\$200 \$200	\$200 Not an option
Cremation – opening for <u>urn vault</u> <i>Note: An urn vault cannot be placed over an existing casket vault</i>	Summer	Monday – Friday Saturday or Sunday	\$125 \$200	\$200 Not an option
	Winter *	Monday – Friday Saturday or Sunday	\$200 \$200	\$200 Not an option
Cremains DISINTERMENT	as noted above	as noted above	ADD \$50 to the opening costs above	Not an option

** Burials or disinterments are not allowed after 5:00pm. Overtime is only an option from mid March through early November (standard daylight savings time)

* **WINTER** is defined as anytime the ground is frozen and needs to be thawed in order to open the grave.

*** **HOLIDAYS:** Burials will **not be allowed** on the following holidays:

New Year's Day	Good Friday	Easter Sunday	Memorial Day
Independence Day (4 th of July)	Labor Day	Thanksgiving Day	Christmas Day