

Chairman Gary Rosato
28523 E. Harris Road
Grand Rapids, MN 55744
218-326-4704

Harris Township

SINCE 1909

www.harristownshipmn.org



NEIGHBORS, SHORES & MORE

Supervisor Larry Key 244-5248
Supervisor Dennis Kortekaas 326-1882
Supervisor Burl Ives 259-1279
Supervisor Jim Kelley 327-0317
Treasurer Becky Adams 259-1192
Clerk Michele Smith 327-9930
michelesmithclerk@msn.com

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

Harris Township Reorganization and Planning & Development Meeting March 25, 2015, 7:30pm AGENDA

1. Pledge to the flag, followed by the reading of the township mission statement
2. Oath of Office:
 - ◆ Supervisors Rosato, Kelley, and Ives
 - ◆ Treasurer Becky Adams
3. Resignation letter from Supervisor Larry Key
 - Consider approval of Resolution #2015-003 *A Resolution Accepting Resignation and Declaring Vacancy for Town Board Supervisor, Seat A*
 - Review "Procedure to Fill Board Vacancy" from MN Association of Townships
4. Re-organizational items:
 - ◆ Elect Chairman
 - ◆ Elect Vice Chairman

 - ◆ Appoint Deputy Clerk
 - ◆ Appoint Deputy Treasurer

 - ◆ Designate official newspaper
 - ◆ Designate a township attorney
 - ◆ Designate a township road engineer (*see letter of request from SEH*)
 - ◆ Designate a bank as the town depository
 - ◆ Designate official posting sites

 - ◆ Affirm / appoint members to committees/boards:
 - a. Weed Inspector
 - b. Collaborative Opportunities Team (or similar)
 - c. Trails Task Force
 - d. Maintenance Crew Leader
 - e. Safety Representative
 - f. Human Resource / Personnel Representative
 - g. Cable Commission Representative
 - h. County zoning and environmental services representative (to attend meetings)
 - i. Northwest Gas Joint Powers Board – see Resolution #2013-007 (Chair, plus 2)

- j. Firewise
- k. IRRRB Residential Redevelopment Program
- l. Other?

- ◆ Review Resolution #2013-004, *Establishing an Administrative Policy* regarding board meetings, and review:
 - Revised *draft* Agenda templates for Regular and P&D Meetings (per 3/15/15 work session)
 - Resolution #2014-001 - Consent Agenda Policy; any changes needed?

5. Consider Variance Application: Request for 58' foot setback from Lakeshore (rather than 75')

Owners: Christopher Laux and Kimberly Fuhman
 Parcel #19-585-0210 | Lot 21, Plat of Sunset Beach, Section 6, T54 N, R25, together with that part of vacated alley
 Property address: 21741 Isleview Road, Grand Rapids MN
 See detailed request information in packet from Itasca County
 Site inspection date TBD; **public hearing is Wednesday April 8, 2015 at 9:30am** in the Itasca County Board Room

- 6. Business from the floor
- 7. Roads
 - Lakeview Drive erosion – see photos and email from Eric Maturi
 - Consider proposal from Schwartz Excavating for grading township gravel roads
- 8. Recreation
- 9. Town Hall Report – dated 3/2/15
- 10. Maintenance Report
- 11. Consent Agenda
- 12. Old Business
 - Memo regarding change to Board of Appeal Equalization Training & Compliance Certification
 - Letter from Shaw & Shaw law office, regarding town hall driveway on Lotti's property
 - Itasca County Township Association Dinner, April 13, 2015; registration-5:00pm; dinner - 6pm
 - Who's going?
 - Door prize?
- 13. New Business
 - Consider calling for portable bathroom bids at landings, parks, and cemetery
 - Consider setting a date in April for preparation of annual review of Township employees, and the review of Township Officer compensation
- 14. Public Input Session
- 15. Adjourn

UPCOMING MEETING / EVENT DATES:

Wed April 8 Regular Meeting	7:30pm Harris Town Hall
Mon Apr 13 Itasca County Twp Association Annual Dinner & Meeting.....	6:00pm Bowstring Town Hall
Wed Apr 22 Planning & Development Meeting.....	7:30pm Harris Town Hall
Thur Apr 23 Local Board of Appeal and Equalization.....	9:00am Harris Town Hall

3-15-2015

To the board of supervisors of the town of Harris, in the county of Itasca, and state of Minnesota:

I hereby resign the office of supervisor in and for said town, for the following reasons, Team work and Heath, I no longer feel as a supervisor my position is a valued one, there is so much deception and negativity at the meetings and I no longer feel that my knowledge or skills would be appreciated by the Board. I have worked hard for the Harris residents for 30 years and I wish to thank the residents who have supported me and continue supporting me. This is starting to have an effect on my health and it is time to move on. My resignation will effective on this day March 15, 2015 at 3 P.M.

Larry Key

Chairman Rosato introduced the following resolution:

RESOLUTION NO. 2015-003

**A RESOLUTION ACCEPTING RESIGNATION and DECLARING VACANCY for
TOWN BOARD SUPERVISOR, SEAT A**

WHEREAS, the Harris Town Board has received the written and signed resignation letter from Supervisor Larry Key dated 3-15-15, to be effective March 15, 2015;

NOW, THEREFORE, BE IT RESOLVED by the Town of Harris, Itasca County, State of Minnesota, as follows:

1. The Harris Town Board accepts Supervisor Larry Key's resignation as described above;
2. The Harris Town Board declares that a vacancy exists for Seat A on the Harris Town Board of Supervisors effective on March 15, 2015.

Adopted by the Harris Town Board on March 25, 2015.

Approved:

Harris Town Board Chairman

Attested:

Harris Township Clerk

DID YOU KNOW . . .

PROCEDURE TO FILL BOARD VACANCY CLARIFIED (AGAIN)

Vacancies in a town office can occur for a variety of reasons ranging from resignation to removal from office by a court for violating the law. Once a vacancy occurs, Minn. Stat. § 367.03, subd. 6 provides the procedure a board must follow to fill the vacancy. This relatively straightforward procedure has caused a surprising amount of confusion over the years. As a result, the statute has been amended a number of times with the goal of further clarifying the procedure. During the last legislative session, the section was amended again to provide direction for how to handle a vacancy occurring immediately before a town election. It was not clear under the language whether such a vacancy was to be filled at the election, or by board appointment with the appointed person serving until the following election.

The first step in the process of filling a vacancy on a town board is to make sure the vacancy actually exists under the law. Because persons elected to office hold certain rights to that office, boards must be certain the person has actually vacated the office before they can place someone else in the office. The various instances when a vacancy is considered to occur are listed in Minn. Stat. § 351.02 and include occurrences such as the death, resignation, and removal of the incumbent. Anecdotally, the three most common causes of vacancies on town boards are resignation, loss of residency, and death.

Resignations from town office and board acceptance of resignations are controlled by Minn. Stat. §§ 351.01 & 367.02. An officer wishing to resign must develop a written statement of resignation, sign it, and deliver it to the board. Minn. Stat. § 351.01, subd. 1. At a meeting the board normally reviews the resignation, notes the effect date if one is stated, and then passes a resolution accepting the resignation. Minn. Stat. § 367.02. Interestingly, the statute says the board will accept a resignation upon "sufficient cause being shown" to it. Although this seems to suggest an officer must be able to demonstrate a sufficient reason before he or she is allowed to resign, such a showing has never been specifically required. Resignation of a public office is a serious matter, but an officer is not required to meet some unexpressed sufficiency standard before being permitted to resign.

A vacancy resulting from a loss of residency sometimes raises more difficult questions than other causes of vacancies. If the officer resigns before moving from the town, there are usually few problems. The difficulties arise if a dispute exists over whether or not the officer has lost residency. Sometimes an officer will temporarily move from the township, but wishes to remain a resident. Town boards typically do not have the authority to decide upon an officer's

residency status, either for or against an officer. Instead, the officer involved should be encouraged to refer to the residency criteria listed in Minn. Stat. § 200.031 and to speak with the county attorney. Once the officer has decided upon where they will claim residency, have the person file a written statement to that effect with the board.

Once the board determines a vacancy exists, “the town board shall fill the vacancy by appointment.” Minn. Stat. § 367.03, subd. 6(a). If the vacancy is in the office of clerk or treasurer, the supervisors decide whom among those eligible to hold office in the town (if the option to make the position appointive rather than elective has not been adopted) is to be appointed to fill the position. If the vacancy is in the office of a supervisor, the remaining supervisors and the clerk form an appointment committee to decide who will be appointed to fill the vacancy. “Any person appointed to fill the vacancy in the office of supervisor must, upon assuming the office, be an eligible voter, be 21 years of age, and have resided in the town for at least 30 days.” Minn. Stat. § 367.03, subd. 6(d). Even though this language is limited to supervisors, the same criteria apply when appointing to fill an elected clerk or treasurer vacancy. Minn. Const. Art. VII.

If the board fails to fill a vacancy by appointment, the town electors have the authority to call an election to fill the vacancy. Minn. Stat. § 365.52, subd. 1. Since there are no established timelines for when the board must fill a vacancy, it is difficult to determine when the board has actually “failed” to fill a vacancy. However, boards should always act to fill a vacancy as soon as is practicable.

There are other restrictions the board must consider when deciding whom to appoint to fill a vacancy. Under Minn. Stat. § 471.46, a town officer that has the power, either alone or as a member of a board, to make an appointment to fill a vacancy is prohibited from being appointed to fill a vacancy in an elective office. The ineligibility to be appointed remains even if the officer resigns before the appointment is made. This would prohibit a supervisor from being appointed to fill a vacant clerk or treasurer position, and would prohibit a clerk from being appointed to fill a supervisor vacancy.

Once the board or appointment committee makes a motion to appoint someone to fill a vacancy, the person needs to be given a certificate of appointment. Minn. Stat. § 367.25, subd. 1. The certificate would contain essentially the same information as the certificate of election. Delivering the certificate to the person starts a 10 day clock within which the person must take and file the oath of office if they want to accept the position. If the person fails to take or file the oath of office within 10 days, he or she is presumed to have refused the office.

Once the oath is taken and filed, the person does take the oath of office and assume the office, they become charged with all of the authority and obligations of the position. Persons appointed to fill a vacancy serve until the next town election at which the position goes up for election for the remainder of the term. If a vacancy causes more than one supervisor position to be up for election, candidates for the offices of supervisor must file for one of the specific terms being filled. Minn. Stat. § 367.03, subd. 6(e). In other words, a person can only run for one position at the same time.

The point of the most current clarification to the statute was to address vacancies that occur after notice of the election has already been published. In the past, we have advised towns to appoint in those situations since it would not be possible to provide the required notice of the election for that position. However, because the statute was not explicit, there was some question over the proper way to address the situation. The Association worked in cooperation with the Secretary of State's office to draft clarifying language. The new language reads:

“(b) When a vacancy occurs in a town office:

- (1) with more than one year remaining in the term; and
- (2) on or after the 14th day before the first day to file an affidavit of candidacy for the town election; the vacancy must be filled by appointment. The person appointed serves until the next annual town election following the election for which affidavits of candidacy are to be filed, when a successor shall be elected for the unexpired term.” Minn. Stat. § 367.03, subd. 6.

While the language may seem confusing on its face, it is simply a long way of saying that if the vacancy occurs after the first day to publish notice of the positions to be filled at the election, the board must fill the position by appointment. If the vacancy occurs before the election notice must be published (i.e., 14 days before the first day to file an affidavit of candidacy), then the position is to be included in the publication and filled at the election. Since the first day to file affidavits of candidacy occurs eight weeks before the election, this essentially places the transition date at 10 weeks before the election. Minn. Stat. § 205.13, subd. 1a & 2.

Be sure to send the Minnesota Association of Townships the persons name and address so our records can be updated accordingly. Town officers are welcome to contact the office if they have any questions regarding filling town board vacancies.

2015 Township Engineer

From: **Glen Hodgson** (ghodgson@sehinc.com)
Sent: Mon 3/02/15 11:51 AM
To: michelesmithclerk@msn.com
1 attachment
20150302120337637.pdf (83.2 KB)

Michele:

For the organizational meeting of the Board later in the month, I am attaching a letter requesting that SEH be reappointed as Township Engineer.

The hourly rates quoted in the attached rate schedule are unchanged from 2014 with one exception. That exception is I have added a line for "Senior Professional Engineer." That person may be called upon for preliminary designs related to 5-year road planning efforts and similar work. We have not included that person in previous rate schedules. All other hourly rates and all reimbursable rates are unchanged from 2014.

The vast majority of hourly charges the past two years have been at the "Professional Engineer" rate of \$105.00 per hour. That is my rate, and that rate has not changed from 2013 to 2015.

To the best of my recollection, SEH has not charged for any of the listed "reimbursable expenses" in either 2013 or 2014. In anticipation of preliminary design work on Sunny Beach Road (as an example), I would think that some such charges may come up in 2015.

If you or the Board have any questions on this matter, please feel free to contact me.

Glen D. Hodgson, PE | Project Engineer
SEH | 21 NE 5th Street, Suite 200 | Grand Rapids, MN 55744
218.322.4516 direct | 218.259.5024 cell | 888.908.8166 fax
www.sehinc.com

SEH—Building a Better World for All of US™

— Forwarded by Glen Hodgson/seh on 03/02/2015 11:48 AM —

From: noreply@sehinc.com
To: "Glen Hodgson" <ghodgson@sehinc.com>,
Date: 03/02/2015 11:44 AM
Subject: Message from "RNP0026733B8A0A"

This E-mail was sent from "RNP0026733B8A0A" (Aficio MP C3501).

Scan Date: 03.02.2015 12:03:37 (-0600)



Building a Better World
for All of Us[®]

March 3, 2015

RE: Harris Township
2015 Township Engineering Services

Chairman and Board Supervisors
Harris Township
21998 Airport Road
Grand Rapids, MN 55744

Dear Chairman and Board Supervisors:

Short Elliott Hendrickson, Inc.[®] (SEH), Inc. would like to take this opportunity to thank Harris Township for utilizing our engineering services in 2014 and previous years. It was a pleasure this past year to work with the Board and staff on the 2014 gravel road project, on the 2014 pavement rehabilitation project, on 5-year road planning efforts, and with other miscellaneous matters.

At this time, we are requesting the Board to consider SEH for reappointment as your 2015 Township Engineer. Similar to past years, we propose the following procedures for the authorizing the Township's engineering work:

Project Work (annual road projects, major construction projects)

- Upon authorization from the Board, SEH will prepare and present to the Board a letter proposal with a lump sum fee for each project. SEH will conduct no work until a proposal is approved by the Board.

Miscellaneous Engineering Work (for example: continued 5-year road plan development, land use or road reviews, auditor documentation, meetings)

- Upon authorization from the Board, SEH will complete the requested work on an hourly basis at rates shown on the attached table.

Thank you again for allowing us to serve you.

Sincerely,

Bob Beaver, P.E.
Principal

Glen D. Hodgson, P.E.
Project Engineer

Attachment: 2015 Harris Rate Table

P:\FJ\HARRT\127780\1-gen\10-contracts\Proposal\2015 Township Engineer Proposal.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 21 NE 5th Street, Suite 200, Grand Rapids, MN 55744-2601
SEH is 100% employee-owned | sehinc.com | 218.322.4500 | 888.908.8166 fax



Multidisciplined. Single Source.
Trusted solutions for more than 75 years.

2015 Harris Township Engineer Hourly Rate Schedule

CIVIL/MUNICIPAL

Senior Professional Engineer	\$125.00
Professional Engineer	\$105.00
Staff Engineer (EIT)	\$ 90.00
Senior Professional Land Surveyor	\$110.00
Professional Land Surveyor	\$ 95.00
Lead Technician	\$ 85.00
Senior Technician	\$ 75.00
Technician	\$ 70.00
Survey Crew Chief	\$ 75.00
Survey Assistant	\$ 45.00
Senior Administrative Technician	\$ 65.00
Administrative Technician	\$ 50.00

Reimbursable expenses

Mileage	No Charge
Global Positioning System (GPS)	\$25.00/hour
Robotic Total Station	\$25.00/hour
Total Station	\$10.00/hour
ATV	\$100.00/day
Full Size Reproductions	\$5.00/sheet
Sub consultants	10% administrative markup

Harris Township
Resolution #2013-007

Northwest
Natural
Gas

JOINT POWERS AGREEMENT TO REGULATE UTILITY RATES

AGREEMENT made this 12th day of June, 2013, by and between Harris Township and the City of Grand Rapids, collectively known as the "Cities."

RECITALS

A. Grand Rapids has passed an ordinance granting to Gorhams', Inc., a Minnesota corporation (d/b/a Northwest Natural Gas), a non-exclusive right for a period of 22 (twenty-two) years to erect and maintain a gas system (the "Gas system") to distribute and sell natural gas in the Grand Rapids. Harris will likewise be entering into an agreement with Gorhams', Inc. to provide the same service in Harris Township.

B. There has previously been filed with the Public Utilities Commission a resolution exempting Northwest Natural Gas from the regulatory provisions of *Minnesota Statute Sec. 216B*. Accordingly, Harris Township and the City of Grand Rapids have the authority under Minnesota Law to set the rate that Gorhams's Inc. is allowed to charge its customers in the territorial boundaries of both entities.

C. The Harris and Grand Rapids believe it is in their best interest that they act in concert and unity regarding their regulation of the rates and other activities of Northwest Natural Gas and the Gas System. By establishing a joint powers board pursuant to the authority granted in Minn. Stat. §471.59, the entities believe their joint regulation will yield a consistent rate within both jurisdictions whose residents will share in the benefits of this utility.

TERMS

NOW, THEREFORE, in consideration of the promises, covenants and agreements herein contained, the parties agree as follows:

1. Purpose. The purpose of this Agreement is to establish a Joint Powers Gas Board (the "Board") that has the exclusive right and power to regulate the rate that Gorhams', Inc. pursuant to state law, be allowed to charge its' customers. Both entities will act in accordance with *Minnesota Statute 216B.03, subd.4, et. al.*, as they may be modified from time to time.

★ 2. The Board. There is hereby established a Board to act as the governing body to enforce the terms of this Agreement. The Board shall consist of five (5) members. Harris and →

Grand Rapids shall each be represented by two (2) members on the Board, with the members appointed by the Township Board and the City Council respectively. The fifth Board Member will serve a one-year term and in even years will be the Mayor of the City of Grand Rapids, and in odd years will be the Board Chairman of Harris Township. A majority of the members shall constitute a quorum for the transaction of business. No member of the Board shall be eligible to vote on any matter brought before the Board if the entity which he or she represents shall be in default on any financial payment required to be paid under the terms of this Agreement. A vacancy on the Board shall be filled by the applicable governing body.

3. Execution of Agreement. Grand Rapids and Harris shall approve this Agreement by the adoption of an appropriate resolution by its governing body. Certified copies of the resolution shall be filed with each entity. Appropriate officials from each of the entity shall execute this Agreement on behalf of their respective governmental unit.

4. Meeting and Election of Officers. The business of the Board shall be conducted in accordance with Robert's Rules of Order, as well as, in accordance with the Minnesota Open Meeting Law. A Chairperson and a Secretary shall be elected annually by the Board from among its members.

The Board shall meet at least annually and more often as required to conduct business. Special meetings may be called by any two Board members. Notice of all meetings shall be sent to all members of the Board by the Secretary at least three (3) days prior to the meeting.

5. Powers and Duties of the Board.

a. Harris Township and the City of Grand Rapids hereby appoints the Board as its exclusive agent to deal with Gorhams' Inc. regarding the regulation and operation of the Gas System, as it pertains to the setting of rates pursuant to *Minnesota Statute 216B.02, subd. 4, et. al.*, as may be modified, and agrees to follow the orders of the Board regarding the setting of appropriate rates.

c. The Board shall have not have a specified budget. If monetary compensation is requested from either Harris or Grand Rapids, the same must meet with majority approval of both entities.

6. Distribution of Assets. Cash assets, if any, held by the Board shall be divided and distributed to both entities in proportion to the contributions of the entities at the time of the termination of this Agreement or earlier if the purpose of this Agreement has been completed.

7. Duration and Termination. This Agreement shall become effective upon execution of this Agreement by Harris and Grand Rapids and shall remain effective until terminated. Termination become effective upon one party providing the other party 30 (thirty) days written notice to the other of their desire to terminate said Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement the date and year set forth below.

Agreed to by the Town Board of Supervisors for the Town of Harris the 12 day of

June, 2013.

ATTEST:

Michelle R Smith
Town Clerk - Harris

Dennis Kortbeas
Chairman

Approved as to form

Larry Key
Town Board Member

[Signature]
Town Attorney

[Signature]
Town Board Member

Agreed to by the City Council for the City of Grand Rapids the 20th day of

JUNE, 2013.

[Signature]
Grand Rapids City Attorney

Dale Adams
Mayor

[Signature]
City Administrator

Northwest Gas

Minutes &
File

HARRIS TOWNSHIP

APPLICATION FOR UTILITY PERMIT ON TOWNSHIP ROAD RIGHT OF WAY

Harris Town Board
21998 Airport Road
Grand Rapids, MN 55744

Application is hereby made for permission to place, construct and thereafter maintain a new system of natural gas distribution mains along and across Isle View Road, Mohawk Drive, Apache Drive, Chippewa Drive, Winnebago Drive, Pine Street and Birch Street in accordance with the attached sketch.

Installation is to be made underground using 2 3/8" and 4 1/2" outside diameter medium density and high density polyethylene pipe placed, in the case of the pipeline paralleling the road, as near to the right-of-way limit as practical and buried to a depth of not less than 24". All joints are to be made using heat fusion. The completed pipeline will carry a maximum allowable operating pressure of 60 psig.

Crossing of any paved roadway is to be made using either boring (pneuma-gopher) or directional boring.

There is no tree clearing anticipated.

This work will start on or after June 17, 2013 and will be substantially complete on or before November 1, 2013.

The applicant, in carrying on any and all of the work herein above mentioned and in the permit issued, shall strictly conform to the terms of such permit and to the regulations of the Harris Town Board, which are made a part hereof. The applicant agrees to be bound hereby. The applicant shall also comply with the regulations of all other governmental agencies for the protection of the public. The work shall be accomplished in a manner that will not be detrimental to the highways of Harris Township or to the public.

Dated this seventh day of June, 2013.

Northwest Gas
1608 NW 4th Street
Grand Rapids, MN 55744

By

Printed name

MIKE GORHAM

HARRIS TOWNSHIP

UTILITY PERMIT

In accordance with the application herein, a Utility Permit is granted to Northwest Gas to place, construct and thereafter maintain a system of natural gas mains along and across Isle View Road, Mohawk Drive, Apache Drive, Chippewa Drive, Winnebago Drive, Pine Street and Birch Street in the locations shown on the sketch which is a part of said application, or in such alternate location as specified in the Special Provisions hereof.

SPECIAL PROVISIONS:

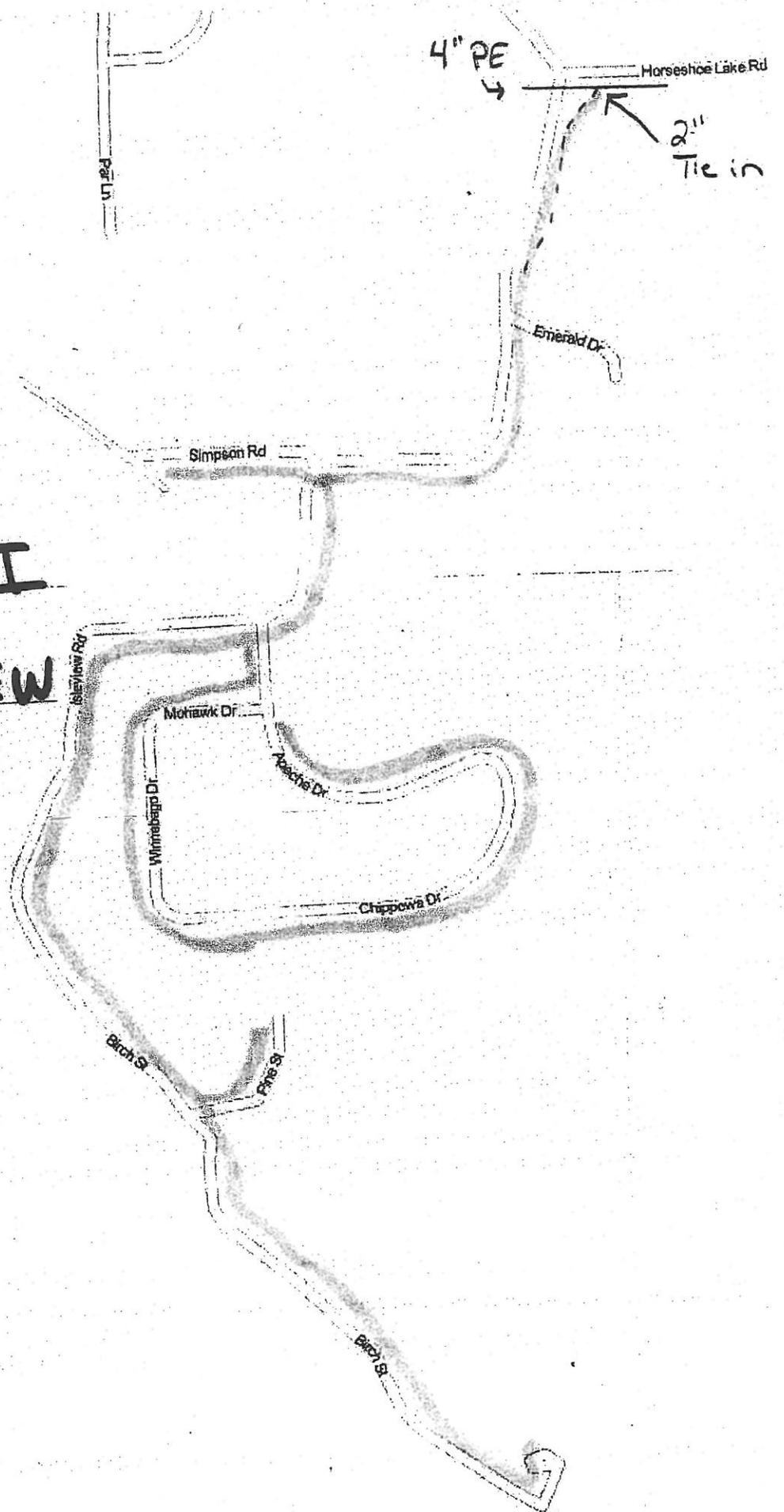
Approved this 12 day of June, 2013.

By Dennis Kortekaas for Harris Township

Printed name Dennis Kortekaas

Attest: Michelle R Smith - Harris Township Clerk

PHASE II
2" PE ISIEVIEW
SOUTH



IRRRB

Dear City and Township officials:

3/6/2013

With spring on the horizon, the Iron Range Resources & Rehabilitation Board (IRRRB) would like to remind you of availability of the IRRRB Residential Redevelopment Program.

The IRRRB Residential Redevelopment Program provides assistance to cities and townships within the IRRRB service area for the removal of dilapidated residential structures. This includes single-family structures and duplexes of up to two units.

Below is a link to Residential Redevelopment Program information and application forms, which are posted on the IRRRB web site www.irrrb.org

* I have a copy if anyone is interested in looking at it (12 pages)

<http://mn.gov/irrrb/community/grant-programs/residential-redevelopment.jsp>

If you have dilapidated residential structures within your community that are in need of removal, we cordially invite your community to apply for IRRRB Residential Redevelopment Program assistance.

Please contact me with any questions.

Sincerely,

Lee

Lee Bloomquist

Development Outreach
Iron Range Resources & Rehabilitation Board
PO Box 441, 4261 Highway 53 South
Eveleth, Minnesota 55734
(218)735-3004
lee.bloomquist@state.mn.us

Chairman Name (TBD)
Address
Grand Rapids, MN 55744
Phone #

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

- Supervisor Gary Rosato 244-5248
 - Supervisor Dennis Kortekaas 326-1882
 - Supervisor Jim Kelley 327-0317
 - Supervisor Burl Ives 259-1279
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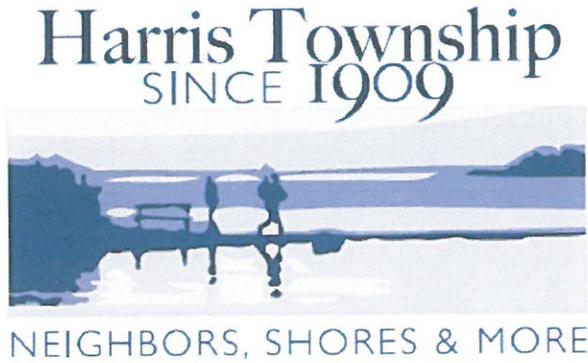
REGULAR MEETING Month, date, 2015 AGENDA

1. **Pledge to the flag**, followed by the reading of the township mission statement
2. **Approve the minutes** of the Regular Meeting on XXXXX ##, the P&D Meeting on XXXXXX ##, and the Work Session(s) on XXXX ##, 2015
3. **Business from the floor**
4. **Consent Agenda**
5. **Roads**
6. **Recreation**
7. **Correspondence**
 - Board Action items:
 - Noteworthy items:
 - Non-action items
8. **Old Business**
9. **New Business**
10. **Treasurer’s Report**
11. **Approve payment of bills for _____, 2015**
12. **Adjourn**

UPCOMING Events / Meetings

Wed XXX ## P&D Meeting.....	7:30pm Harris Town Hall
Mon XXX ## Itasca Co. Twp Association Meeting.....	7:00pm Blandin Foundation
Wed XXX ## Regular Meeting	7:30pm Harris Town Hall

Chairman Name (TBD)
 Address
 Grand Rapids, MN 55744
 Phone #



www.harristownshipmn.org

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

PLANNING & DEVELOPMENT MEETING
Month, Date, 2015
AGENDA

1. Pledge to the flag
2. Business from the Floor
3. Consent Agenda
4. Roads
5. Recreation
6. Town Hall Report – dated month/date/year
7. Maintenance Report
8. Old Business
9. New Business
10. Public Input
11. Adjourn

UPCOMING Events / Meetings

Wed XXX ## Regular Meeting	7:30pm	Harris Town Hall
Mon XXX ## Itasca County Twp Association Meeting	7:00pm	Blandin Foundation
Wed XXX ## P&D Meeting	7:30pm	Harris Town Hall

Chairman Kortekaas introduced the following resolution at the Regular Meeting held on January 8, 2014:

Resolution No. 2014-001

A RESOLUTION ADOPTING A REVISED CONSENT AGENDA

WHEREAS, use of a consent agenda is a part of the Harris Town Board's Administrative Policy, via Resolution #2013-004 during their Regular Meeting, held the second Wednesday of the month;

WHEREAS, the Harris Town Board wishes to update the Consent Agenda Policy previously adopted May 13, 1998, Resolution #98-3;

THEREFORE, BE IT RESOLVED by the Supervisors of Harris Township, to adopt the following revised Consent Agenda Policy:

CONSENT AGENDA POLICY

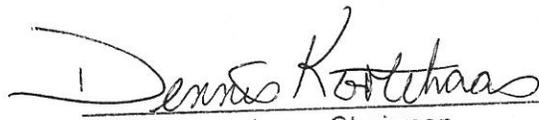
A consent agenda groups routine, procedural, informational, self-explanatory, and non controversial items typically found on an agenda. The consent agenda may also include items already discussed at a prior board meeting or work session, or that have been agreed to be placed on the consent agenda.

These items are then presented to the board in list format, for a single motion vote after allowing any of the Town Board officers to request a specific item be moved to the full agenda for individual attention.

The Consent Agenda may be used to approve of the following items, or others items as deemed appropriate by the Supervisors of the Harris Town Board:

1. Cemetery site purchases
2. Appointment of election judges and their compensation
3. Compensation changes for the township's maintenance workers and the town hall caretaker
4. Compensation changes via resolution for Officers of the Harris Town Board
5. Revisions to the Employee Compensation policy
6. Renewal of annual maintenance agreements, such as for snowplowing and grading
7. Renewal of annual fire contracts
8. Renewal of annual healthcare policies if the rate change is 10% or less, and if recommended by the township treasurer
9. Renewal of intoxicating and non-intoxicating liquor license
10. Renewal of gambling license or permit applications
11. Motions to authorize the Clerk to publish required notices
12. Issuance of duplicate checks that have been lost
13. Budgeted and/or usual fund transfers

Adopted this 8th day of January 2014


Dennis Kortekaas, Chairman

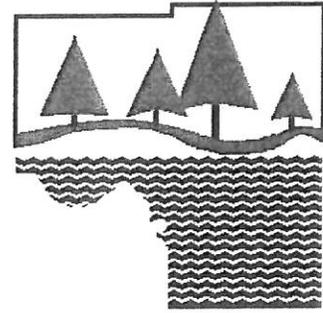
Attest:


Michele R. Smith, Clerk

Supervisor Rosato made a motion, seconded by Supervisor Key, to approve the foregoing resolution #2014-001, and the following voted in favor thereof: Rosato, Key, Kortekaas. Those opposed: —. Thereby the resolution was declared approved on January 8, 2014.

ITASCA COUNTY

Courthouse
Environmental Services
123 NE 4th Street
Grand Rapids, MN 55744-2600
Office (218) 327-2857 Fax (218) 327-7331



March 17, 2015

Harris Township
Michele Smith, Clerk
30037 Harristown Rd.
Grand Rapids, MN 55744

Variance: Owner: Christopher Laux & Kimberly Fuhrman
Parcel#19-585-0210; (Lot 21, Plat: Sunset Park; S.6, 54-25

Dear Michele:

Enclosed are a Variance application and the necessary shoreland mitigation measures for your Township's review and recommendation.

Once your Township has had a chance to review the application, please have your Chairperson sign, date, submit your recommendation and return variance application to our office. Please keep in mind that the criteria for making a recommendation is that the variance would not be contrary to public interest where a practical difficulty would be created by carrying out the strict letter of the ordinance. Practical difficulty means that the property cannot be put to a reasonable use under the conditions of the ordinance. The plight of the landowner is due to circumstances unique to the property, not created by the landowner and would not alter the character of the locality. Economic considerations alone shall not constitute a practical difficulty.

A You are invited to participate in the public hearing which is scheduled for Wednesday, April 8, 2015 in the County Board Room of the Courthouse at 9:30 A.M. If you are interested in attending the site inspection, the date and time will be sent to you under separate cover.

Sincerely,

A handwritten signature in cursive script that reads "Rosann Bray".

Rosann Bray
Environmental Service Specialist

RMB

Note: Chris & Kimberly: Please be informed that it is your responsibility to contact Harris Township regarding their procedures in submitting a recommendation. The clerk's number is 218/327-9930.

Itasca County Environmental Services
123 NE 4th Street
Grand Rapids, MN 55744
Phone: (218) 327-2857
TDD: (218) 327-2806
Fax: (218) 327-7331

APPLICANT/OWNER NAME(S): Kimberly Fuhrman & Christopher Laux

AGENT NAME: NA

MAILING ADDRESS: 5833 11th Ave S. Minneapolis, MN 55417

PROPERTY ADDRESS: 21741 Isleview Rd., Grand Rapids MN 55744
PHONE: (612) 396.6902 (Kim cell) ALTERNATE PHONE: (612) 396.6696 (Chris cell)

PARCEL IDENTIFICATION NUMBER 19-585-0210

LEGAL DESCRIPTION: Lot 21 Plat of Sunset ~~Beach~~ ^{Park}
SECTION: 6 TOWNSHIP: 54N RANGE: 25W TOWNSHIP NAME: Harris Township

ZONING DISTRICT: Rural Residential LAKE NAME/CLASS: Pokegama / General Development

THIS VARIANCE APPLIES TO §.24.2.133 SECTIONS OF THE ZONING ORDINANCE (§§ 5, 6, 7, Table 7, and 4.5.2)
EXPLAIN REQUESTED VARIANCE NEED(S): Detailed description of practical difficulty, or reasons for the variance

See attached explanation

*Attach additional sheets if necessary labeled "Variance Request"
*Please see the Criteria Necessary for the Granting of a Variance and, if applicable After the Fact Variance

IS THE VARIANCE REQUEST AFTER THE FACT? _____ YES _____ X NO

MANDATORY LAKESHORE MITIGATION: (To be included with the variance application if applicable)

- A. Septic System: Certified _____; Shall be Upgraded X with Permit/Design obtained by: Itasca Utilities, Randy MacDonnell
Certification of New Septic System by: _____
- B. Erosion control, storm water management, and mitigation plan as shown in Variance Application Instructions. X YES _____ NO _____ Not Applicable

see discussion in attached document.

Upon approval of this variance, it shall be the responsibility of the applicant to notify the Environmental Services Department, upon completion of their project, including any conditions. The property may be inspected at any time to assure and affirm all conditions and terms of the permit are in compliance.

SIGNATURE [Signature]

DATE 3.9.15
Pd. 3/10/15

FOR OFFICE USE:

On 3/10/15, the Environmental Services Department received the completed application, accompanying information and the fee is paid in full. Also the Applicant or Agent has been given a copy of the information handout that addresses their responsibility for the variance processing.

PERMIT APPROVAL: In accordance with MS#15.99, Itasca County must approve or deny the variance application within 60 days of submission of the completed application/fee. If said application is denied, the reason/s must be stated in writing at the time of denial. This time line may be extended by Itasca County for another 60 days provided the applicant/s receive written notice with reasons for the extension. The extension may not exceed 60 days unless approved by the applicant. The 60 days will end on: 5/19/15.

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

AUTHORIZING SIGNATURE _____ DATE _____

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

APPLICANT SIGNATURE _____ DATE _____

Witness: _____

RECOMMENDATIONS:

TOWN BOARD OF _____ APPROVAL CHAIR _____
OR AMEND DATE _____
UNORGANIZED TOWNSHIP REJECTION COMMISSIONER _____

REASONS: _____

DECISION: *The Board may impose conditions in the granting of a variance to insure compliance, to protect the environment, and to protect adjacent properties and the public interest, but any and all conditions must be directly related to and must bear a rough proportionality to the impact created by the variance.*

On _____ the Board of Adjustment, unanimously/ majority vote APPROVED AMENDED DENIED a variance for:

(Description of Variance and conditions or reasons for denial)

_____ DATE _____

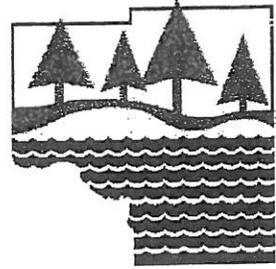
Chairperson – Itasca County Planning Commission/Board of Adjustment

*Approval includes the findings of fact and compliance with all County, State and Federal Rules, Regulations and Statutes as required by law. In accordance with Section 18.4 of the Zoning Ordinance, an appeal to District Court may be filed within 30 days after the receipt of notice of the decision.

Procedures for Processing and Criteria for Granting

Variations (Updated: 4/10/2012)

Itasca County Environmental Services
Courthouse
123 NE 4th Street
Grand Rapids, MN 55744
Phone: (218) 327-2857
TDD: (218) 327-2806
Fax: (218) 327-7331
Website: www.co.itasca.mn.us



CHECKLIST

Information required at the time of submission to process Variance Applications

- Completed Application
- Detailed Sketch
- Fee \$475
- Stake Out Site—all proposed structures/additions must have corner stakes
- Certification of SSTS – Evaluate and upgrade SSTS to comply with the requirements of Minnesota Rules Chapter 7080-7083.
- Mandatory Lakeshore Mitigation Plan, if within Shoreland zoning district.
- Answers to Findings of Fact and Criteria Necessary for Granting or Denying a Variance, and other applicable questions.

QUESTIONS AND FURTHER INFORMATION: Please contact Environmental Services, 8:00 a.m. - 4:30 p.m., M-F.

I have read and fully understand the above instructions.

SIGNATURE  DATE 3.9.15

**Supplemental Information Attached To Variance Request of
Kimberly Fuhrman and Christopher Laux
March 9, 2015**

Property: 21741 Isleview Road, Grand Rapids, Itasca County, MN 55744

Lot 21, Plat of Sunset Beach, Section 6, T54 N, R25 W, together with that part of vacated alley which accrued to said property by reason for vacation thereof

I. Detailed Description of Practical Difficulties and Reason for Variance Request:

We respectfully ask that the Board grant our variance request to build a new, year-round lake home 58 feet from the lakeshore rather than 75 feet outlined in Section 5.6.7, Table 7 (p. 43) of the Itasca County Zoning Ordinance. The lot we've purchased is long and narrow, with an existing but old cabin on the property that is falling into disrepair. The back of our lot abuts Isleview Road. The existing cabin is 47 feet from shore.

We want to tear down the existing cabin and replace it with a new lake home. We would like a variance allowing us to place the front of our proposed new lake home 58 feet from the lake (60 feet at ground level, 58 feet with eaves). Our proposed plan is an improvement over the current, old cabin because it reduces the existing nonconformity by 11 feet and it reduces the ground level footprint. In addition, we are asking for a minor variance so that the height of our lake home can be 26 feet, 10 and 7/8 inches instead of 25 feet, as found in Section 4.5.2.D (p. 32), and Section 24.2.133 (p. 155) of the Zoning Ordinance. Our primary reasons for requesting this variance are:

A. Request for 58-Foot Setback from Lakeshore:

(1) With the layout of our long, narrow lot, it would be difficult to fit a compliant septic system if we move too far back from the lake. At the rear of our lot and adjacent to the road, there is an easement across our lot for the neighboring triangle lot—which is owned by my sister, Trina Jacobson. The purpose of the easement is to allow her to build a driveway to access her property. Without the easement, she does not have sufficient access. The closer we move our proposed new lake home back toward the road, the further we have to push back our septic system, and in turn that will impact my sister's easement or it will put our septic in a poor location. Building our new cabin at 58 feet from the shore, closer to where the existing cabin is, will allow us to make the best use of our space. For the Board's reference, our proposed septic design, which was drafted by Randy MacDonnell of Itasca Utilities, was filed with the Environmental Services Office in advance of our variance application.

(2) Our lot's highest point is approximately 35-40 feet from the lakeshore. As you move from that high point to the back of the lot adjacent to the road, the lot drops in elevation continuously. The further we move our new lake home back from the lakeshore, the more we lose our view of the lake due to reduced elevation. Essentially, if we move back too far, we see the hill and not the lake from our cabin.

If we wish to maintain and enjoy our lake view, our options are to (a) request this variance and build at 58 feet; (b) reduce the height of the hill by removing the top few feet and leveling it (note: the hill has been determined not to be a bluff); or, (c) remove most of the current cabin but build our new cabin on precisely the same spot and in the same footprint as the old cabin. We believe our best choice, and the choice our neighbors would likely prefer, is "a." First, we would like to leave the hill near the water as-is, we prefer not to modify it. We believe it offers a lovely view and want to keep it as natural as possible. Second, we prefer not to keep the existing layout of the old cabin. Even though our proposed cabin has a smaller footprint than the existing cabin (the new cabin will be 1240 sq ft at ground level, the existing cabin is 1550 sq ft at ground level), we believe it will be a significant improvement to the property and will more effectively use the space on the narrow lot. As you can see by our proposed site plan, we are not intending to cram a huge, out-of-place lake home on a small lot. For example, rather than trying to build a separate garage, we chose to design a tuck-under garage within our 1240 sq ft footprint to minimize our impact on the lot. We believe our design is modest but beautiful, is in keeping with the surrounding neighborhood, and compliments rather than dominates the lot.

B. Request for 26-Foot, 10 7/8-Inch Structure Height:

The existing cabin on our lot is 1744 sq ft with eaves, 1550 sq ft at ground level, with a walk-out basement and main level above that. When drafting our new lake home plans, we wanted to reduce our ground footprint on the lot, but to do so we needed to build up and add a second floor so we could have the space we need. Our proposed plan has 1240 sq ft at ground level (1718 with eaves and overhangs). We need enough space to include three bedrooms, which was difficult at 1240 sq ft on the main level. For that reason we've added a second level which includes another approximately 690 square feet. Adding the second floor puts our proposed height at just over the 25 feet requirement, coming in at 26 feet 10 7/8 inches at the highest peak. We believe this modest variance is still in keeping the homes in the area, and the practical difficulty that is addressed by adding a second level to the house still involves a significant overall improvement to the property. (Also, as noted, we designed our home to include a tuck-under garage on the walk-out basement level, along with storage space. This was done so we did not have to try to squeeze in a separate garage elsewhere on the property, and it gives us storage space so we can remove an older shed on the property which currently covers another 222 sq ft.)

II. Erosion Control, Storm Management and Mitigation Plan:

We understand a primary concern about erosion control and storm water management is to protect the shoreline. In this regard, the topography of our lot will help us minimize erosion and effectively manage storm water. As noted, the highest point on our lot is the top of the hill near the lakeshore; the elevation of our lot drops as you move back toward the road. For that reason, we understand most storm water will run away from the shoreline. In addition, the back end of our lot near the road touches the edge of a swampy wetland area. The wetland's natural function will help us manage storm water.

In addition to the natural features of our lot, we will take additional steps to minimize erosion. First, we will plant trees or shrubs for any we have to remove during construction. Second, we intend to keep shrubbery and plants on the hill next to the lakeshore to help prevent erosion. Third, we intend to use mulch and plants and shrubs to create long, narrow rain gardens on the north and south sides of our lake home to help absorb water that comes off the roof during storms. Fourth, at the bottom of our lot closest to the road, we will plant native plants and grasses to help catch storm water.

We believe these efforts will be sufficient to help protect our lot from erosion and to manage storm water in a reasonable way, but we will reassess the situation this summer and after we've been on the property for a year or two to try to make certain the methods we've chosen are effective. Finally, to ensure the best possible outcome, we are working with Andy Arens from the Itasca County Storm Water Conservation District to come up with a complete plan. We've provided Mr. Arens a copy of our proposed Site Plan and Survey, and Mr. Arens will do a site visit this spring or summer when the snow is gone to help us fully assess the site and create a satisfactory plan. We will implement the plan after construction is complete. If the Board has questions about these efforts, we would be happy to discuss them.

III. Short Answers to Section A, Findings of Fact and Criteria Necessary for Granting or Denying a Variance:

- 1) The practical difficulty of not receiving a variance to build within the 75 foot setback is that it will be difficult to fit a compliant septic system on the lot if we have to move back to the middle of it while also still honoring my sister's easement for a driveway. Also, if we move back we lose part of our lake view due to the elevation decline. To remedy that situation would require us to level part of the top of the hill near the lake, which we do not wish to do, or build on the same footprint of the current cabin.

The practical difficulty involved in our request to exceed the 25 foot height requirement between the shore impact zone and the 75 foot requirement is that our goal is to reduce our overall footprint on the lot, but to do so we need to build up in order to secure the space we need in our house.

The practical difficulties identified are not the fault of prior owners, they simply reflect the unique nature and layout of the narrow lot and the fact that my sister's neighboring lot needs to use some of our space in order to construct a driveway.

- 2) A variance is the most reasonable method to address our challenges, and practically speaking is the only feasible option. As noted, the further we move our new lake home back from the lake to the middle of our property, the more difficult it will be to install a conforming septic system. We are trying to use our space as efficiently as we can, which is challenging with the narrow lot.
- 3) As the Board can see from our site plan, our proposed new lake home will be in keeping with the neighborhood, and in fact is smaller than several other homes on the same road. The variance we've requested is not drastic, we are seeking to build at 58 feet instead of 75 feet from the lakeshore. Other houses in the area appear to be in that same approximate setback. By removing the existing cabin and building a new cabin at 58 feet, we will improve the property by reducing the existing nonconformity by 11 feet.
- 4) We intend to use our property as a part-time lake home, and hope that when we retire we can live there for several months out of the year. This use of the property is precisely the use that is intended for this neighborhood, and is in keeping with other properties on the street.
- 5) If granted, our variance request will allow us to build a new and improved residential lake home where there is currently a dilapidated older cabin. We will improve the property value and will use the land as it was intended—for residential living. We will have a new lake home that is further away from the lake than the existing structure. Maintaining the residential character of the neighborhood, putting in a new, updated septic system on the property, and improving the erosion control and storm water management on the lot are all in keeping with the Itasca County Comprehensive Land Use Plan.

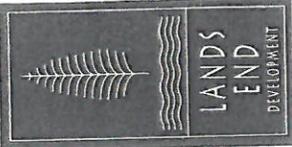
IV. Section B, Findings of Fact and Criteria Necessary for Granting or Denying a Variance:

We are not requesting an after-the-fact variance, we are proactively seeking this Board's approval. Therefore, Section B does not apply.

V. Section C, Variance From Requirement That Non-Conforming Parcels Combined:

Section C does not apply.

Proposed New Home

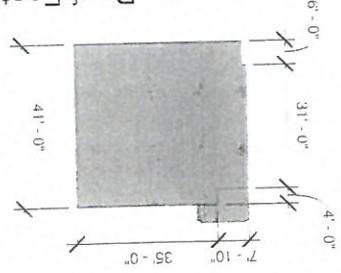


Site Plan - Survey
 Date February 3, 2013
 Drawn by Author
 Scale 1" = 30'-0"

Fuhrman Laux
 Pokegama Lake

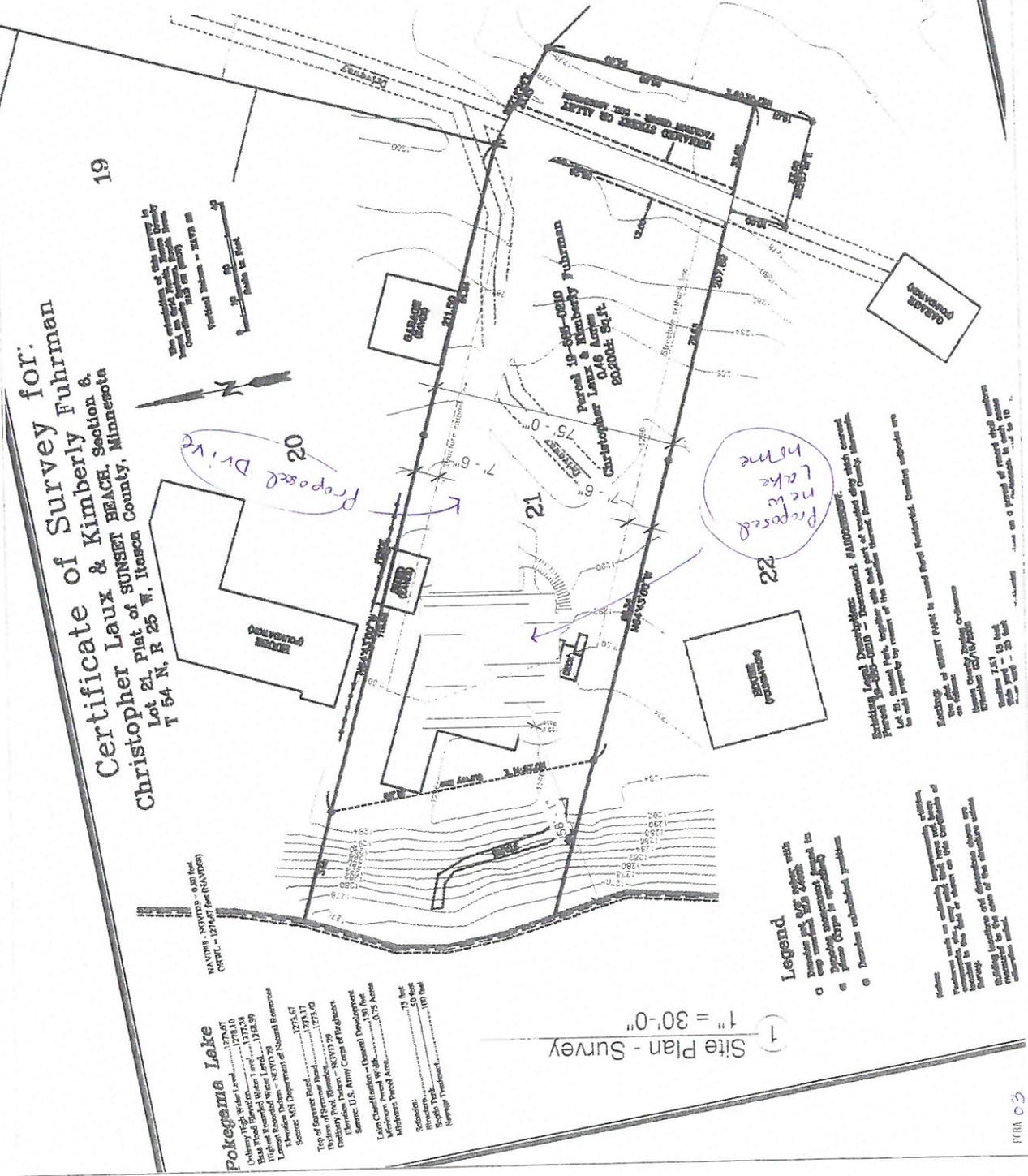
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2 Roof Footprint
 1" = 30'-0"



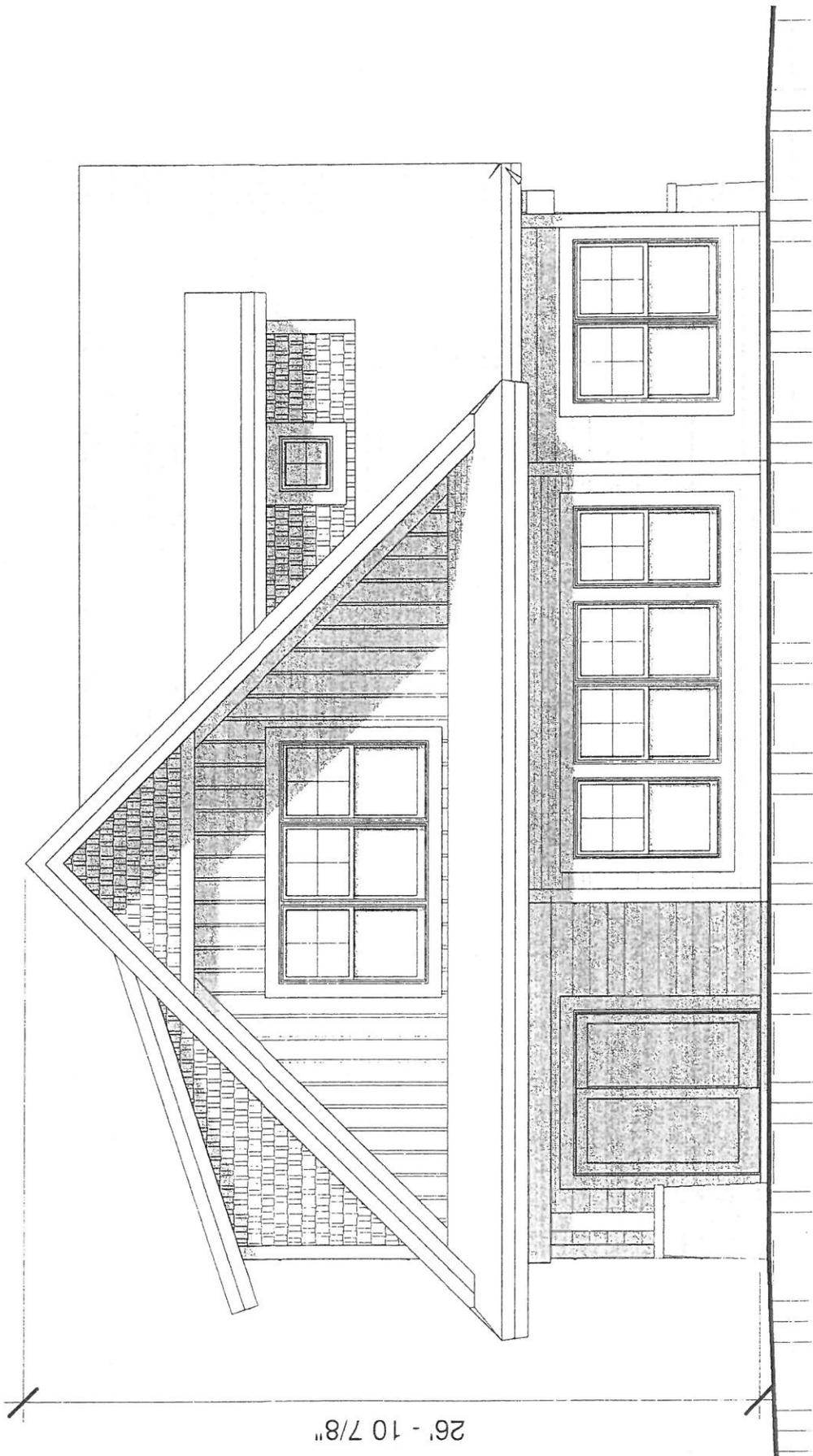
Impervious Coverage

House/Garage	= 1,718
Driveway	= 2,600
Patio/Walkways/Stairs	= 4,518
Total Impervious	= 20,850
Total Imp. Coverage	= 21.67%

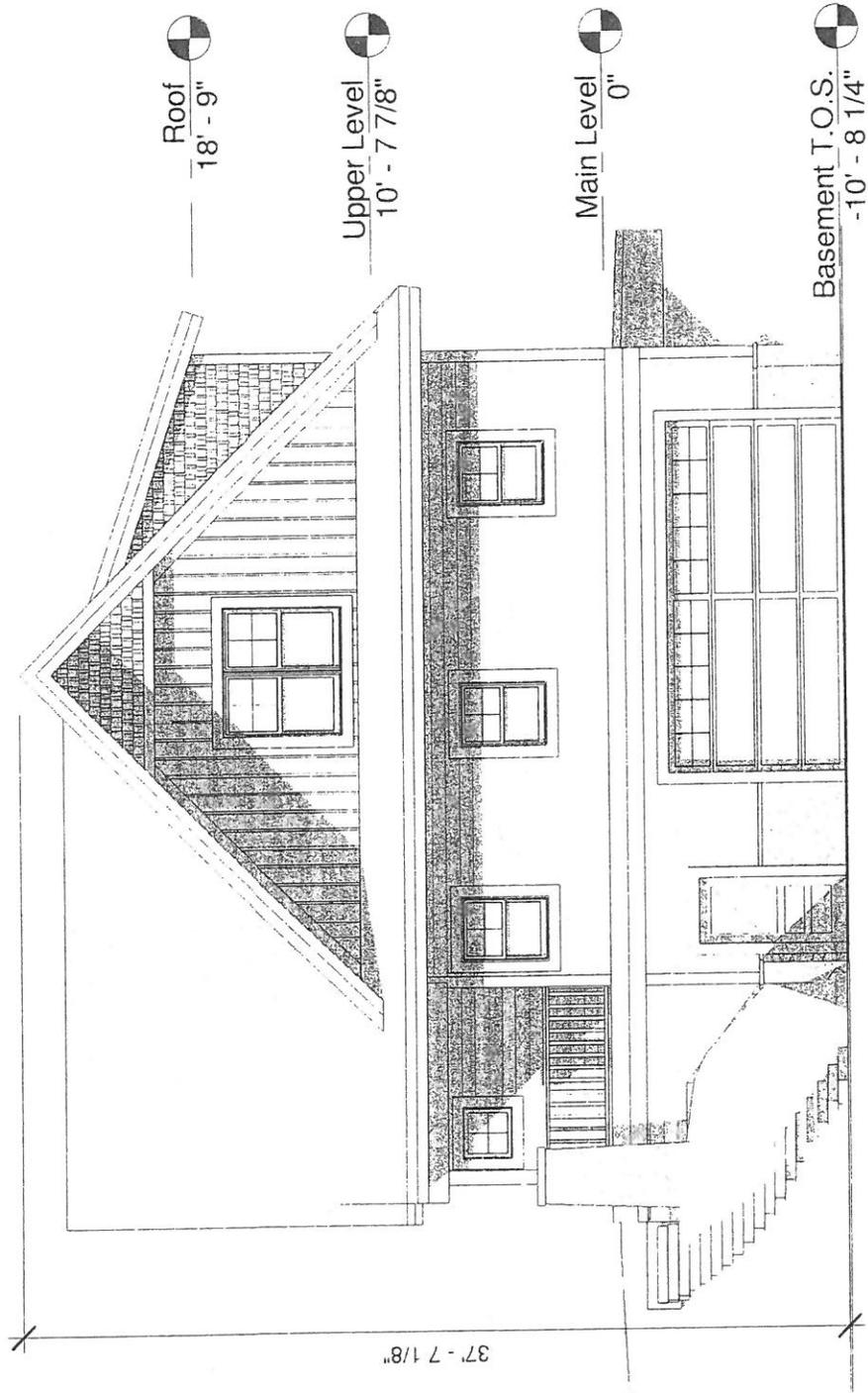


Certificate of Survey Fuhrman
 Christopher Laux & Kimberly Fuhrman
 Lot 21, Plat of SUNSET BEACH, Section 8,
 Township 54 N., Range 25 W., Itasca County, Minnesota

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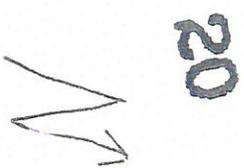
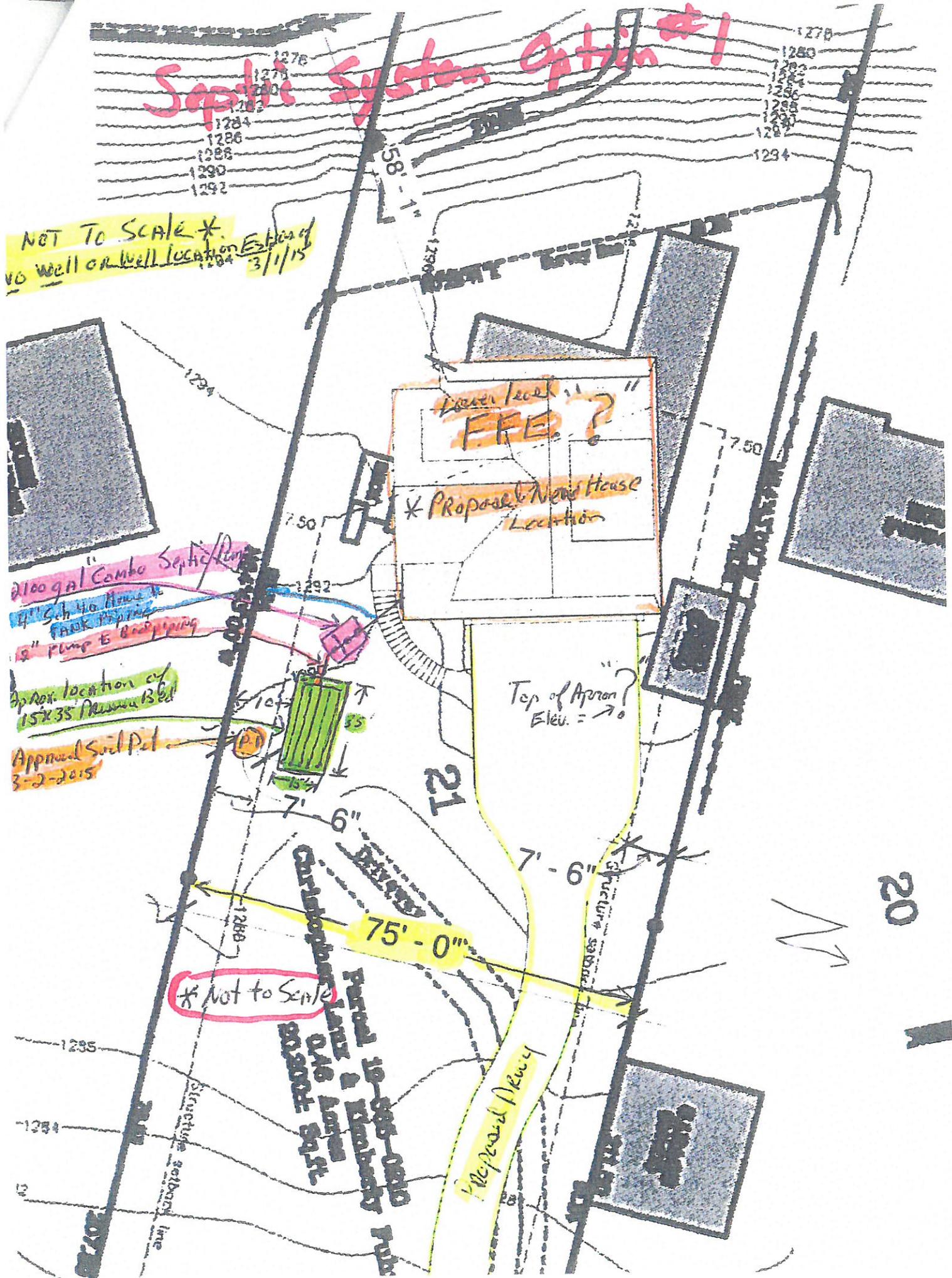
26' - 10 7/8"



Septic System Option #1

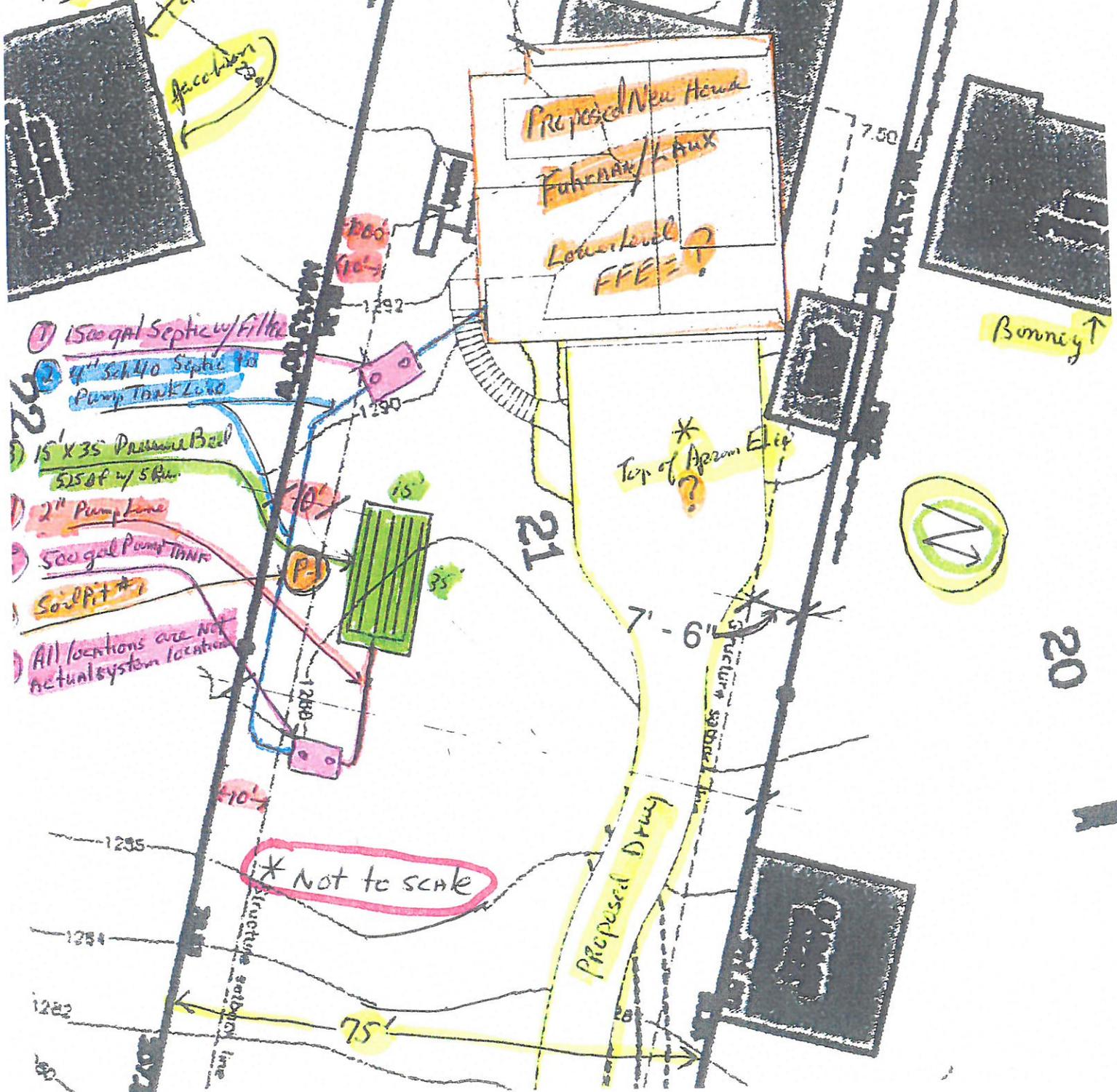
NOT TO SCALE *
No well or well location on Est. of 3/1/15

2100 gal Combo Septic Pump
4" Sch 40 House to PUMP PIPING
1.5" Pump to Absorption
Approx. location of 15'x35' Pressure Bed
Approved Sept. Pat. 3-2-2015



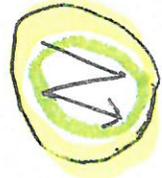
Septic System Option 2

This Property has no Well or Septic going to be that is usable and is all new at a later date.



- 1) 1500 gal Septic w/ Filter
 - 2) 4" Sch 40 Septic to Pump Tank Line
 - 3) 15' x 35' Pressure Bell 5250 ft w/ 5 ft
 - 4) 2" Pump Line
 - 5) 500 gal Pump Tank
 - 6) Soil Pit #1
- All locations are NOT actual system location

* Not to scale



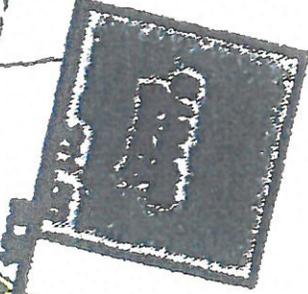
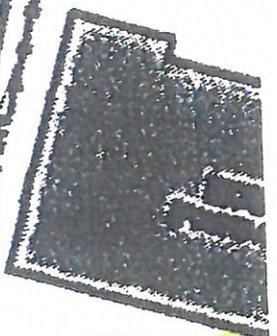
Bunny ↑

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Accession

* Top of Apron Elev ?



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7'-6"

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58'-1"

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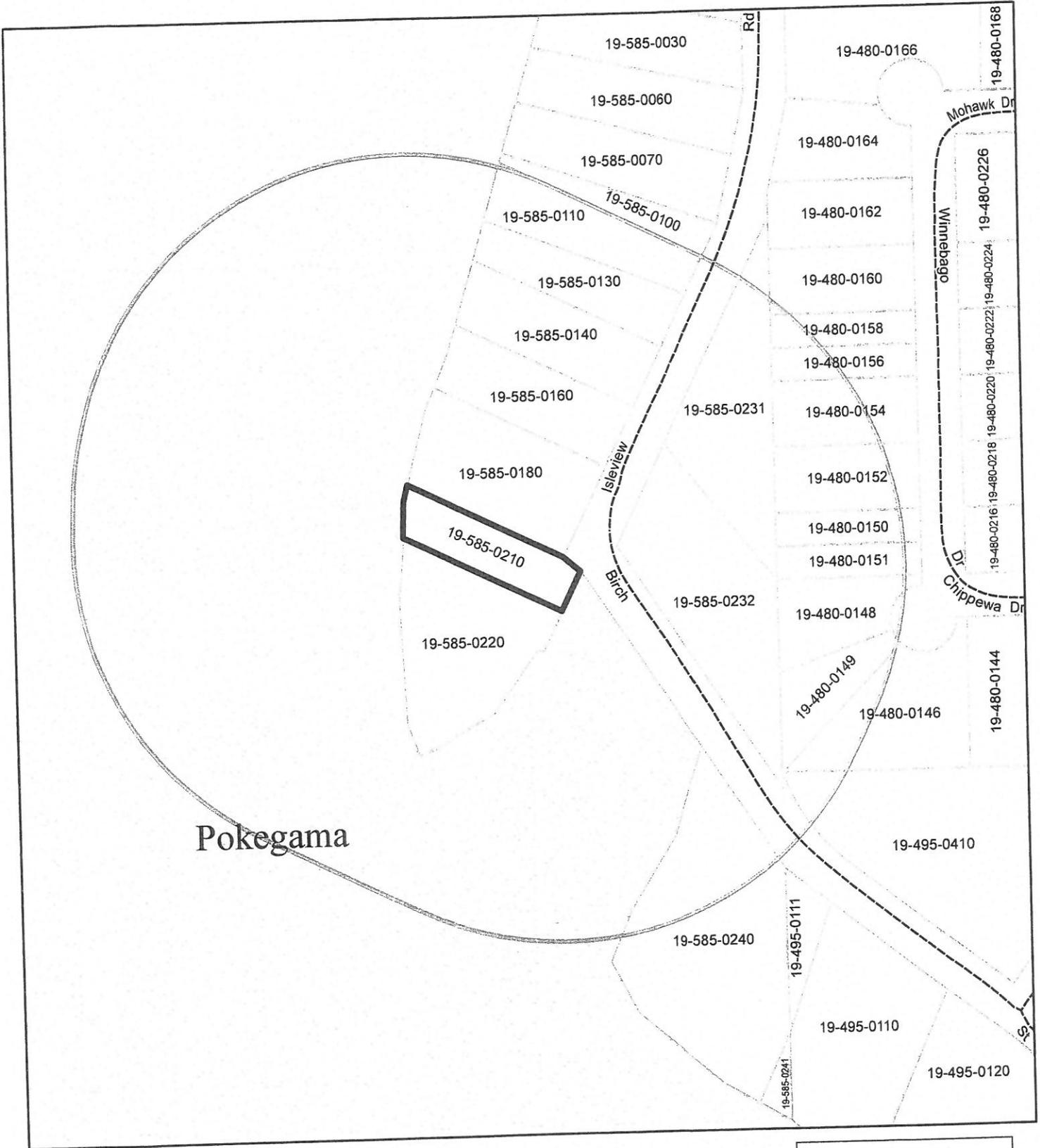
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Chris Laux & Kim Fuhrman Variance Request

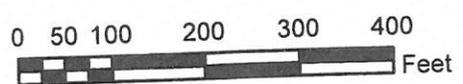


Itasca Geographic Information System
"decision support through automation"

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This information is a compilation of
data from different sources with
varying degrees of accuracy and requires
a qualified field survey to verify.



Legend

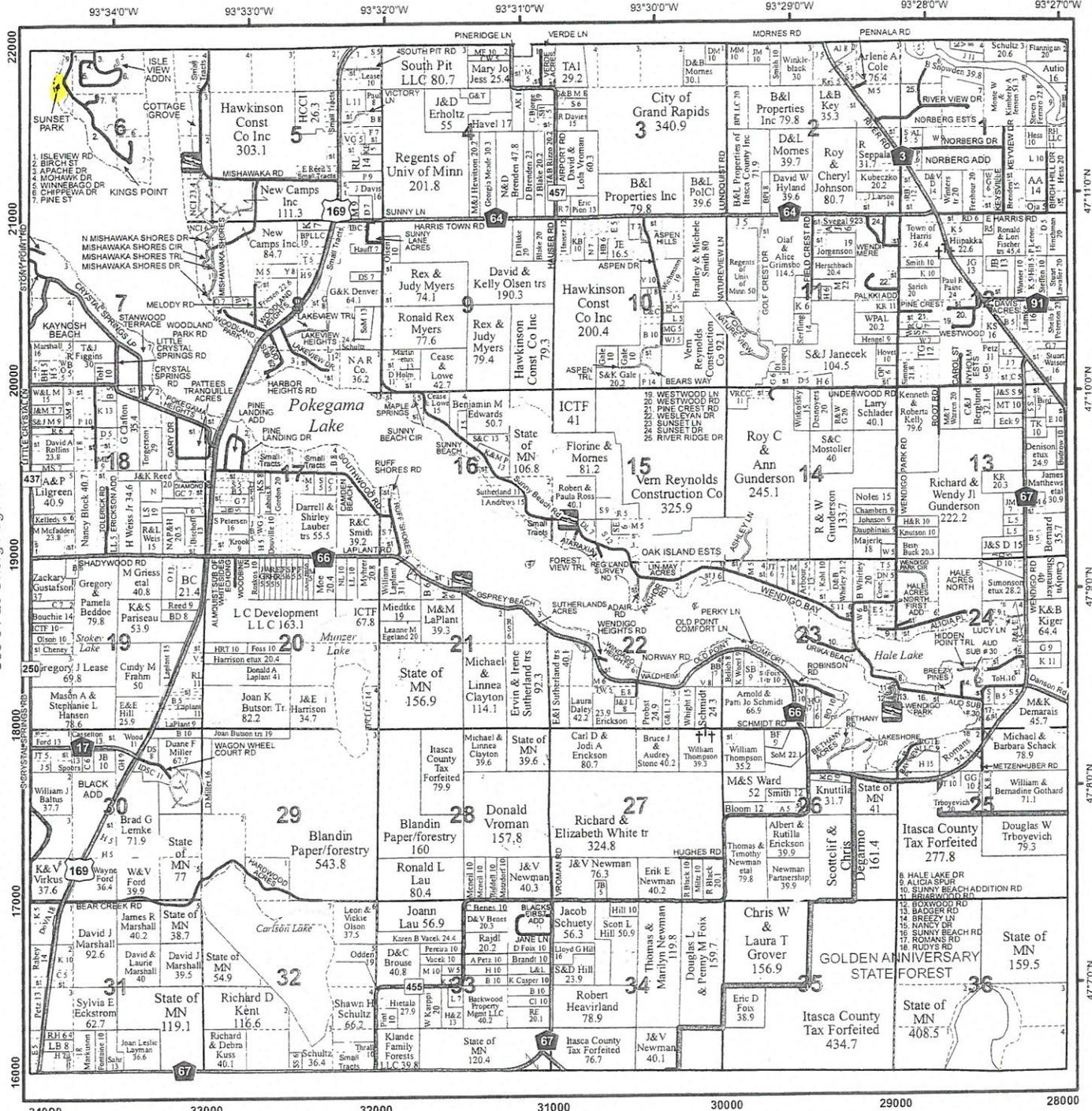
-  Subject Property
-  500 Foot Buffer
-  Tax Parcel
-  Township Roads

HARRIS

T.54N-R.25W

See 55-25 Page 23

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See Wildwood Page 11

Road Name	Section	Road Name	Section	Road Name	Section	Road Name	Section	Road Name	Section	Road Name	Section
Adair Rd	22	Chippewa Dr (6.)	6	Harbor Heights Rd	8	Mishawaka Rd	5	Pinenidge Ln	4	Sunset Dr (24.)	11
Airport Rd	3	Co Rd 3	1	Harris Town Rd	9	Mishawaka Shores	7	River Rd	2	Sunset Ln (23.)	11
Alida Pl	24	Co Rd 17	30	Hauser Rd	9	Cir	3	River Ridge Dr (25.)	1	Tolerick Rd	18
Alida Spur (9.)	23	Co Rd 64	2,4	Hidden Point Trl	24	Mishawaka Shores Dr	7	River View Dr	1	Underwood Rd	14
Anchor Rd	22	Co Rd 66	20,23	Hughes Rd	27	Mishawaka Shores	7	Robinson Rd	23	US Hwy 169	5,30
Apache Dr (3)	6	Co Rd 67	13,31,33	Isleview Rd (L)	6	Tri	6	Romans Rd (17.)	24	Verde Ln	4
Ashley Ln	14	Co Rd 91	12	Jane Ln	33	Mohawk Dr (4.)	6	Root Rd	13	Victory Ln	4
Aspen Dr	10	Co Rd 250	19	Keyview Dr	19	Mornes Rd	2	Rudys Rd (18.)	25	Vroman Rd	27
Aspen Trl	10	Co Rd 437	18	Lakeshore Dr	18	N Mishawaka Shores	7	Ruff Shores Rd	16	Wagon Wheel Court	29
Badger Rd (13.)	24	Co Rd 455	33	Lakeview Dr	8	Dr	30	S Crystal Springs Rd	30	Rd	
Bayview Pl	25	Co Rd 457	3	Lakeview Trl	8	Nancy Dr (15.)	24	Schmidt Rd	23	Wendigo Heights Rd	22
Bear Creek Rd	31	Crystal Springs Lp	7	Laplant Rd	17	Natureview Ln	10	Shadywood Rd	19	Wendigo Park Cir	24
Bears Way	30	Little Crystal Springs	7	Little Crystal Springs	18	Norberg Dr	1	South Pit Rd	4	Wendigo Park Rd	14
Bethany Rd	23	Diamond Rd	18	Lt	12	Norway Rd	22	Southwood Rd	16	Wendigo Rd	23
Birch Hill Dr	1	E Harris Rd	12	Little Crystal Springs	7	Old Point Comfort Ln	22	Stony Point Rd	7	Westway Dr (22.)	11
Birch St (2)	6	Field Crest Rd	11	Rd	11	Pennala Rd	2	Sunny Beach	23	Westwood Ln (19.)	12
Boxwood Rd (12.)	23	Forest View Trl	22	Lucy Ln	24	Pine Ln	24	Addition Rd (10.)	22	Westwood Rd (20.)	12
Breezy Ln (14.)	24	Gary Dr	18	Lundquist Rd	11	Pine Crest Rd (21.)	12	Sunny Beach Cir	16	Winnebago Dr (5.)	6
Brianwood Rd (11.)	23	Co Rd 67	18	Meloy Rd	7	Pine Landing Dr	7	Sunny Beach Rd (16.)	24	Woodbine Ln	20
Carol St	12	Hale Lake Dr (8.)	23	Metzenhuber Rd	25	Pine St (7.)	6	Sunny Ln	4	Woodland Park Rd	7

See Blackberry Page 18

HARRIS TOWNSHIP'S "FACTS OF FINDING"
Criteria Necessary for Granting a Recommendation for a
VARIANCE REQUEST

To make an affirmative recommendation of a Variance Request to the Itasca County Planning Commission and Board of Adjustment, the Harris Town Board must identify all positive findings as specified:

REQUEST FROM: Christopher Laux & Kimberly Fuhrman DATE 3-17-15

REQUEST FOR: Variance to build a new lake home 58 feet from the lakeshore
21741 Isleview Rd, Grand Rapids (rather than 75 feet)

1. Are terms of the variance consistent with the Harris Township Comprehensive Plan? Yes or No or N/A
Comments:

2. Without a variance, is the owner deprived of a reasonable use of the property? Yes or No or N/A
 (i.e., is the request reasonable?)
Comments:

3. Are the circumstances which justify the variance unique to the property and Yes or No or N/A
 not created by the applicant?
Comments:

4. If granted, will the variance maintain the essential character of the neighborhood? Yes or No or N/A
Comments:

5. Have environmental concerns or precautions been addressed? Yes or No or N/A
Comments:

6. Have boundary/property lines been found, correctly identified, and agreed upon by all property owners involved? Yes or No or N/A
Comments:

Other Comments : _____

Based on the criteria above, the Harris Town Board will make the following recommendation to the Itasca County Planning Commission / Board of Adjustment regarding the Variance Request:

_____ RECOMMEND AS PRESENTED/REQUESTED _____ DO NOT RECOMMEND

_____ RECOMEND IF AMENDED AS FOLLOWS:

Signed, the Harris Township Board of Supervisors:

- _____ Gary Rosato
- _____ Dennis Kortekaas
- _____ Jim Kelley
- _____ Burl Ives
- _____ TBD

Note:
 The Harris Town Board reserves the right to change or amend their recommendation, based on new information, up until the scheduled public hearing by the Itasca County Planning Commission / Board of Adjustment

DATE: _____

[Print](#)[Close](#)

Fwd: Lakeview Drive pictures and couple questions

From: **Burl Ives** (burlives@mchsi.com)
Sent: Wed 3/11/15 7:27 PM
To: Michelle Smith (michelesmithclerk@msn.com)

Sent from my iPhone

Begin forwarded message:

From: eric maturi <stateparker25@gmail.com>
Date: March 11, 2015, 11:54:50 AM CDT
To: burlives@mchsi.com, MAUREEN ROSATO <mgrosato@msn.com>
Subject: Lakeview Drive pictures and couple questions

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Dear Gary and Burl:

Today I was out for my walk and snapped a few pictures of Lakeview Drive with the melting snow and ice. I wanted to show how between Lakeview Trail and where you built the new ditch that there are some problems with erosion from the melting of the snow and ice. I would appreciate if someone or a group of officials from the township would come out and take a look at the situation, so hopefully some corrective action can be take later this spring so we don't loose a portion of this newly reconstructed road that was completed last fall. My idea for a simple fix would be to extend the ditch that was put in up to Lakeview Trail, then when in the future Lakeview Trail is turned over to the township and paved that a culvert be put in under the road and the ditch system extended to the first driveway. I hope my idea is something that will be very helpful. I wanted to bring this issue

to your attention so that this small problem can be resolved before a much bigger one occurs. Thanks for taking a look at this problem, and I can't wait to see what your resolution is.

I heard that Cohasset is working with the legislature and MNDOT to try and find money to build a center turn lane on Highway 2 between Co. Rd. 62 and 63 traffic lights for safety and economic development reasons. I was wondering with the upcoming re pavement project on Hwy. 169 between McDonalds and the Pokegama Lake Causeway, and with future growth anticipated along that stretch of road, maybe Itasca Co., Grand Rapids, and Harris Township could work wit them to try and secure a grant so when the road is repaved that a center turn lane could be installed between Harristown Road and Walmart. I thought this would be a good idea since it will happen anyways it be a good way to save money on future expansion of the area, and make the road safer.

I have read how Paul Bunyan is going to be doing some expansions in the Grand Rapids area over the next two years, I was wondering if you know or if there is any talk of finishing the township.

I know you have been discussing the parking issue wit the boat landing on Mishawaka road, why not purchase the house that's for sale next door to the landing. You could put in parking for probably another 10-20 vehicles/trailers. You could also put a picnic pavilion that people could use for parties, maybe a small dog park, more picnic tables, children's play area maybe one for little kids and one for older kids. I think this would be a great opportunity for the township to increase recreation opportunities while solving the boat landing parking problem.

Thanks for taking the time to listen to my ideas and concerns, and look forward to hearing back from you on these topics.

Sincerely,

Eric Maturi













Schwartz Excavating
Excavating & Septic Service
34882 Scenic Hwy, Bovey, MN 55709
Phone: (218)245-2165 Fax: (218)327-1698

February 27, 2015

Harris Township
20876 Wendigo Park Road
Grand Rapids, MN 55744

Harris Township Board

We would like to take a few moments and discuss the road maintenance program that we worked out with your township over the last couple of years. It was a pleasure to help you as Supervisors keep your roads in good condition throughout the 2014 season. Hopefully you & your residents were satisfied with our job performance and the quality of our work.

²⁰¹⁵
★ We are proposing the same maintenance program as last year with the rate staying at \$ 145/hour for grading and \$ \$150/hour for mobilization. Contracts generally run from May through October. Grading of specific roads will be determined by one of township Supervisors.

We will continue to offer quality service 7 days a week and are ready for emergency service in a prompt manner. We are also readily available to meet with you as Supervisors to discuss your road conditions and help remedy any problem spots.

We have appreciated working with you in the past and we also appreciate your desire to maintain quality roads in Harris Township. We would like to continue to work with you in this area of road maintenance. If you have any further questions, please feel free to give us a call. Thank you for your time.

Sincerely,

A handwritten signature in black ink that reads "Bob Schwartz". The signature is written in a cursive style with a long, sweeping underline.

Bob Schwartz
Wm. J. Schwartz & Sons, Inc.

Harris Township Monthly Town Hall Report

Caretaker Bonnie Key Date 7-2 2015

General Cleaning 20 hrs. hrs.

Miscellaneous Duties/Work _____ hrs.

Inspections, Maintenance, Non-routine work, Board Meeting Functions.

Notes:

Total (All hours worked) 20 hrs. hrs.

Rentals

Resident's 14

No Charge/Discounted Only by board approval 1 Memor. S

Notes

Non-Residents _____

Discounted Only by Board approval 1 (Fly away 50⁺ Club)

Notes 25.00 dollars rented over 50's. Club.

Board Functions (meetings, scheduled hold, voting) 4 meeting

Total 14

Deposits Retained None

Total money collected 375.00

=====

Maintenance or Safety concerns:

100-General #Hrs-- 135

- . Schooling
- . Election Set Up
- . Miscellaneous Labor
- . Meeting Time
- . Holiday Pay
- . Vacation & Floater Pay
- . Funeral Leave
- . Garbage/Dump

200-Road & Bridge #Hrs-- 215

- . Brushing
- . Mowing
- . Snowplowing
- . Grading
- . Ditching
- . Culvert Labor
- . Sign Labor
- . Crack Filling Labor
- . Pothole Labor
- . Tree Maintenance
- . Miscellaneous Labor
- . Road Inspections
- . Survey Wheel Labor

300-Equipment #Hrs-- 29

- . Pickup Labor
- . Dump Truck Labor
- . Lawnmower Labor
- . Snow blower Labor
- . Felling Trailer Labor
- . ASV Trailer Labor
- . small Trailers Labor
- . Terex ASV Labor
- . Tar Pot Labor
- . Weed Whip Labor
- . Backhoe Labor
- . 1445 Tractor Labor
- . Chainsaw Labor
- . Snowplow Labor
- . Leaf Blower Labor
- . Chipper Labor
- . Compressor Labor
- . Brush Saw Labor
- . Packer Labor
- . Welder Labor
- . Miscellaneous Labor
- . Wash Equipment
- . 1445 Tractor Mower Labor
- . 1445 Tractor Broom Labor
- . 1445 Tractor Snow blower Labor
- . J.D. 7130 Labor
- . Diamond mower labor
- . Pressure Washer Labor
- . E1100 Ground Heater Labor
- . ETQ Generator Labor
- . ASV Brush Hog Labor
- . Air Compressor Labor

400-Cemetery #Hrs-- 85.5

- . Miscellaneous Labor
- . Layout Graves
- . Mowing
- . Snow removal
- . Groundwork Labor
- . Headstone Labor
- . Grave Thawer Labor
- . Grave Opening & Closing
- . Grave Markers
- . Flags & Flagpoles
- . Fencing Labor
- . Monument Labor
- . Garage Maintenance Labor
- . Well Labor

500- Recreation #Hrs-- 66.5

- . Miscellaneous Labor
- . Wendigo Mowing
- . Wendigo Ball field Maintenance
- . Wendigo Bleacher Labor
- . Wendigo Tennis Courts Maintenance
- . Wendigo Flooding & Snow Removal
- . Wendigo Rink Attendant
- . Mow Crystal
- . Crystal Ball field Maintenance
- . Crystal Bleacher Labor
- . Crystal Tennis Court Maintenance
- . Crystal Basketball Court Maintenance
- . Crystal Flooding & Snow Removal
- . Crystal Rink Attendant
- . Crystal Volleyball Court Maintenance
- . Crystal Pavilion Maintenance
- . Crystal Pavilion posting Labor
- . Crystal French drain Labor

600-Buildings & Grounds #Hrs----- 104

- . Mow Townhall
- . Snow Removal at Townhall
- . Groundwork at Townhall
- . Town hall Building Maintenance
- . Garage Building Maintenance
- . Miscellaneous at Hall Property
- . Wendigo Fencing Labor
- . Snow Removal at Wendigo
- . Groundwork at Wendigo
- . Wendigo Well
- . Wendigo Warming Shack
- . Wendigo Skating Rink
- . Wendigo Signs
- . Miscellaneous at Wendigo
- . Snow Removal Crystal
- . Groundwork crystal
- . Electrical Crystal
- . Well at Crystal
- . Crystals Warming Shack
- . Crystal Skating Rink
- . Crystal Signs
- . Miscellaneous at Crystal

- . Crystal Fencing labor
- . Park Inspections

- . Snow Removal Public Access
- . Miscellaneous Public Access
- . Public Access Inspection
- . Docks at Public Access

- . Groundwork at Public Access
- . Mishawaka Access
- . La Plant Access
- . Casper Access
- . Woodtick Access
- . Public Accesses Garbage
- . Mow & Trim Public Accesses

- . Beaver Control at Accesses

- . Service Center Supplies
- . Service Center Lights
- . Building Maintenance Parts
- . Building Maintenance Labor
- . Service Center Heat
- . Service Center Phone
- . Service Center Mow
- . Service Center Snow Removal
- . Service Center Groundwork Material
- . Service Center Groundwork Labor
- . Security System Material
- . Security System Labor

Monthly Maintenance Report February 2015

Road & Bridge:

- Plowed snow on Ruff Shores Rd., and the Casper Landing Rd.
- Road inspections were made to look for any potholes starting to form on township roads and we also checked for possible frozen culverts that could flood over when the spring thaw starts
- Ordered new street name signs to replace current misspelled street name signs, also ordered more stop signs and snowmobile signs for our inventory

Equipment:

- Changed oil, greased, and rotated tires on the Chevrolet pickup
- Purchased a new dehumidifier for the Service Center garage after the old one finally stopped working
- Took the VX85 snowplow to Dan Martin for warranty work on a leaking hydraulic hose also, installed a new elbow filler port on the plow
- Replaced the fuel line on the Generator and added a new quick coupler system so we can connect the line to the grave heater quicker in colder weather
- Readjusted the air intake on the grave heater after it blowing out during a grave thaw

Cemetery:

- Burial for Theresa Young in section 2 (roughly about 3 ft. of frost)
- Made new cemetery books which consisted of updating our records, checking for correct placement of burials and spelling

- Moved the snow banks and snow drifts with the ASV and the John Deere 1445 snow blower
- Weekly inspections were made of the cemetery

Recreation:

- Flooded both Wendigo and Crystal hockey rinks when needed
- Removed snow from hockey rinks with John Deere 1445 snow blower
- Weekly inspected rinks and warming shacks for any damage or vandalism

Building & Grounds:

- Snow removal at the Town Hall, Service Center, Wendigo and Crystal parks when needed
- Picked up the copy machine from Stokes for a gear repair and brought it back to the Town Hall office
- After a meeting with Gary Rosato, we had discussed an issue with people driving on the new ramp at the Town Hall. We have brought up some ideas about putting something at the end of the ramp such as posts, benches or, even something going up the middle of the ramp to prevent someone from driving up the ramp to unload their vehicle. Another reason for this issue is because we have already had someone removing snow with their truck and snowplow from the ramp
- Installed a new sink and faucet at the Town Hall
- Weekly inspections were made of the Town Hall and both parks
- We started working on a new wood sign for the Roger Bishop Memorial Field at the Wendigo Ball field which we will be making at the Service Center Garage. The old sign that is currently up at

the park is starting to rot away from the weather and is in need of replacement

Public Accesses:

- Snow removal at Casper, Mishawaka, and LaPlant boat landing when needed
- Weekly inspections and garbage cleanup at all landings

Safety:

- No accidents or injuries

MINNESOTA • REVENUE

(Received from
Itasca County
Assessor's Office
3-16-15)

Memo

Date: March 12, 2015
To: All Assessors, Local and County Boards of Appeal and Equalization
From: Andrea Fish, Supervisor
Information and Education Section, Property Tax Division
Subject: **Changes to Board of Appeal and Equalization Training & Compliance Certification**

There will be many changes for boards of appeal and equalization this year:

- moving to online training
- creating new online reporting forms
- new compliance certification dates



Please share this information with county staff, local board of appeal and equalization (LBAE) board members, and county board of appeal and equalization (CBAE) board members.

Online Registration and Training for Boards of Appeal and Equalization

Online registration is now open. You can register anytime, but please allow up to 7 business days after you register to access the training online.

- To register, visit the Minnesota Department of Revenue's website and access either the local board or county board homepage via the following links.
 - **Local Board** - Search "Local Board Training" at www.revenue.state.mn.us
or: http://www.revenue.state.mn.us/local_gov/prop_tax_admin/Pages/lbaetraining.aspx
 - **County Board** - Search "County Board Training" at www.revenue.state.mn.us
or: http://www.revenue.state.mn.us/local_gov/prop_tax_admin/Pages/cbaetraining.aspx
- You must provide an active email address when registering for the training.
- A confirmation email will be sent to you with login. **Note:** If you register prior to July 1, you will not receive login information until July 1 or shortly thereafter.
- Step-by-step instructions regarding how to access the training will be provided in the email.

Online training will be **launched on July 1, 2015.**

- The training will be closed (unavailable) after January 31, 2016
- Remember, the training is designed using a module format; you will complete one module at a time
 - You do not need to complete the entire training in one day.
 - The system will keep track of where you left off
 - Each module may take 5-15 minutes, depending on your pace.
 - The entire training takes about 70-90 minutes.

- The training is easy to access and use.
 - No special software is needed, just a browser (Internet Explorer is recommended).
- Check the [Minnesota Department of Revenue's website](#) for more information, as well as updates regarding BAE online training.

County Board of Appeal and Equalization Record Form

You will see changes to the CBAE record forms coming soon.

- The record form is no longer a Microsoft Office Excel document; it is now an Adobe LiveCycle form.
- You no longer have to submit the form through the EDE (electronic data exchange); it can be submitted by a push of a button.
- The form, instructions and an FAQ document will be sent to all counties in May.
- You may also reference the memo we sent on February 13, 2015.
- We will be looking for a **number of counties to test this form** during the month of April.
 - If you are interested in testing the form, please contact Ricky Perez at ricky.perez@state.mn.us by **no later than 3/27/15**

LBAE Compliance Certification Date is now February 1

Local Boards of Appeal and Equalization must prove quorum and training compliance by February 1 of the same assessment year (this used to be December 1 of the year **prior** to the board's assessment year).

LBAEs must certify in writing to the county assessor by February 1st of the current assessment year that:

- At least **one voting member** at each board meeting has completed the appeals and equalization course within the last four years
- A **quorum** was present at each board meeting for the previous assessment year

Other dates affecting LBAEs have also been moved to February 1. For example:

- If a board lost its LBAE powers and moved to open book, resolutions and proof must also be provided to the county assessor by February 1st of the current assessment year to reinstate its powers.
- If a local board wants to transfer their powers to the county and move to open book meetings, the notification of the decision must be provided by February 1st.

We are seeking legislation to have the County Board certification moved to February 1 for the 2016 assessment year.

If you have any questions regarding these changes or about boards of appeal and equalization, please contact the Information and Education section at proptax.questions@state.mn.us.

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

March 16, 2015

Ms. Michele Smith, Clerk
Harris Township
30037 Harris Town Road
Grand Rapids, MN 55744

PLEASE DISSEMINATE TO THE TOWN BOARD

RE: Harris Township/Lotti

Dear Town Board Members:

In conversations with Ms. Lotti's attorney, I am advised she simply does not wish to deal with the situation at the present time. This leaves the town board with two options.

The first option is to simply do nothing. The road straddles a boundary line but has apparently been used by the parties for years without undue interference. The problem with this, however, is that after 15 years it is possible whoever owns the Lotti property could claim that they have a continued right to use this roadway where it lies on the Township property by adverse possession (prescriptive easement). While such claims generally do not apply to real estate owned by a unit of government, that does not mean they would not make the claim. It is also a problem that other people can utilize the roadway you have constructed on your property for access to the neighboring parcel. Again, this has not been a clear problem in the past but merely a potential problem for the future.

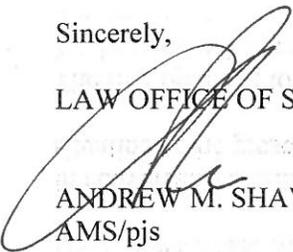
The second option is to move the road entirely onto your property and erect a fence or other obstruction to prevent the road being used for access to the southern border of the Lotti property.

If you desire I can attend a future board meeting to address this issue.

I will await your contact.

Sincerely,

LAW OFFICE OF SHAW & SHAW, P.A.



ANDREW M. SHAW
AMS/pjs



Itasca County Township Association
Office of the Secretary
61490 County Road 29
Northome, MN 56661-1908

11 March 2015

Dear Members,

Our annual meeting dinner will be on Monday 13 April 2015 at the Bowstring Township Hall . Turn left off State Hwy 6 at the Bowstring Store (Co. Rd 133). This is about 15 miles north of Deer River. The Hall is just down the road from the store on the left.

Nathan Schroeder, who is running the Iditerod, will be our featured guest speaker.

★ **Registration will begin at 5:00 PM and dinner will be served at 6:00 PM. The cost of the meal is \$17.00 which includes gratuity and tax.**

★ **Registration and Award forms are being sent with this letter. Please return them to me as soon as possible. We need a head count for the dinner by Thursday 9 April 2014. We need the Award forms by the end of March.**

★ **Each township is asked to bring a door prize the night of the dinner..**

Sincerely,

Pat Hill

Pat Hill, Secretary



Itasca County Township Association
Office of the Secretary
61490 County Road 29
Northome, MN 56661-1908

ANNUAL DINNER REGISTRATION

Reservations must be made no later than 9 April 2015 for the Annual Dinner Meeting to be held at Bowstring Township Hall on Monday 13 April 2015. Cost for officers and guests is \$17.00. Registration will begin at 5:00 PM with dinner at 6:00 PM. The program and meeting will follow dinner.

NAME OF TOWNSHIP _____

TOWNSHIP OFFICERS WHO ARE ATTENDING:

GUESTS WHO ARE ATTENDING:

TOTAL AMOUNT ENCLOSED \$ _____

Please make checks payable to **ITASCA COUNTY TOWNSHIP ASSOCIATION** and mail your registration to:

Pat Hill, Secretary
Itasca county Township Association
61490 County Road 29
Northome, MN 56661-1908

REFUND POLICY: A refund will be issued provided cancellation notice is received no later than 6:00 PM on Friday 10 April 2015. Townships who register without advance payment will be billed for the fee if they do not attend and do not provide cancellation notice as specified.

A
(We will be billed)