

Gary Rosato
28523 E. Harris Town Road
Grand Rapids, MN 55744
Phone #: 218-326-4704

Harris Township

SINCE 1909

www.harristownshipmn.org

Supervisor Dennis Kortekaas 326-1882
Supervisor Jim Kelley 327-0317
Supervisor Burl Ives 259-1279
Supervisor Ken Haubrich 327-1351
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.

PLANNING & DEVELOPMENT MEETING

February 24, 2016 – 7:30pm

AGENDA

1. **Pledge to the flag**
2. **Business from the Floor**
 - Ryan Dehut – Question on expansion plans for broadband internet services in Harris Township
 - Cari Alleman – Write-in candidate for township clerk
3. **Consent Agenda**
 - a. Consider approving the sale of cemetery sites to Morris & Betty Ehalt: Sec 2, Block 39, Lot 3, sites 3 & 4
 - b. Consider approving the sale of cemetery sites to Tammy Stevens: Sec 3, Block 26, Lot 3, Sites 5-6-7-8
4. **Roads**
 - Matt Wegwerth – SEH Road Engineer
 - 2016 Road Improvements project; consider authorization of advertisement
 - Other road issues/concerns/comments
 - Vroman Road questions/concerns – Dick White
5. **Recreation**
6. **Town Hall Report**
 - Review town hall report as prepared by town hall caretaker, dated 1-29-16
 - Consider approval of a DJ during the town hall rental on June 18, 2016 for a 50th Anniversary; see #7 of *Town Hall Lease Agreement*, which states: "Board shall clear any entertainment..."
 - Discuss coverage of Town Hall duties while Caretaker (Amber) is out of town on April 8-10, 2016
 - Discuss contacting Construction General Labor Union, regarding their possession of a town hall key
 - Consider setting a date to review the town hall policy and lease in detail, for possible updates.
7. **Maintenance Report:** Jan 11 – Feb 5, 2016
8. **Old Business**
 - Cost to publish notice of the Annual Meeting and Election in the Mines and Pines (*tabled from 2/10 Regular Meeting*)
9. **New Business**
 - Notice of Board of Appeal and Equalization: Wed. May 4th, 2016 at 9:00am (mark your calendars)
 - Consider setting date for a work session to discuss the 3/23/16 Reorganization Meeting, and officer duties
10. **Public Input**
11. **Upcoming meetings/events**
 - Tues. Mar 8 Town Election polls open from noon to 8:00pm Harris Town Hall
 Board of Canvass..... 8:10pm Harris Town Hall
 Annual Town Meeting..... 8:15pm Harris Town Hall
 - Wed. Mar 9 Regular Meeting..... 7:30pm Harris Town Hall
 - Wed. Mar 23 Reorganizational Meeting and P&D Meeting..... 7:30pm Harris Town Hall
12. **Adjourn**

DRAFT

CEMETERY DEED

Know all by these present: That the **Harris Township Cemetery** of Harris Township in the County of Itasca and State of Minnesota, in consideration of the sum of two hundred, fifty dollars [\$250.00] to them in hand paid by Morris and Betty Ehalt, 30939 State Hwy 38, Grand Rapids, MN 55744 hereby grant, bargain, sell and convey unto the said **Morris and Betty Ehalt**, their heirs, and assigns forever the following described piece of land for the burial of the dead, to-wit:

Section two [2], Block thirty-nine [39], Lot three [3], Sites three and four [3 & 4]

situated in Harris Cemetery in the County of Itasca and State of Minnesota, according to the plat of said Cemetery on file in the Office of County Recorder in said County.

To have and to hold the same, subject to all the laws of the State, now and hereafter enacted for the management and regulation of Cemeteries, and also subject to all rules and by-laws of the said Harris township now and hereafter made, for the regulation of the affairs of the same or any part thereof.

It is hereby covenanted, that said hereby granted premises are free from all encumbrances, and that the title now conveyed is perfect, and that said Harris Township will warrant and defend the same to said grantee, their heirs and assigns forever.

In Testimony whereof the said Township has caused these presents to be executed in its behalf by its Chairman and Its Clerk, this _____ day of _____, 2016

Signed, Sealed and Delivered in Presence of the Harris Township Board.

By _____ By _____, It's Chairman
By _____ By _____
By _____ Attest by: _____, It's Clerk

STATE OF MINNESOTA)) SS
COUNTY OF ITASCA))

On this _____ day of _____, A.D. 2015, before me appeared Dennis Kortekaas, Larry Key, Gary Rosato, Burl Ives, Jim Kelley, and Ken Haubrich to me personally known, who, being by me duly sworn, they did say, that they are respectively the Supervisors of the Town of Harris that the said instrument was signed and sealed in behalf of Harris township by authority of its Board of supervisors and they acknowledged said instrument to be the free act and deed of said Township.

Township Notary – Michele Smith / Clerk

DRAFT

DRAFT

----- **CEMETERY DEED** -----

Know all by these present: That the **Harris Township Cemetery** of Harris Township in the County of Itasca and State of Minnesota, in consideration of the sum of five hundred dollars [\$500.00] to them in hand paid by Tammy Stevens, P.O. Box 138, Marble MN 55764, do hereby grant, bargain, sell and convey unto the said **Tammy Stevens**, her heirs, and assigns forever the following described piece of land for the burial of the dead, to-wit:

Section three [3], Block twenty-six [26], Lot three [3], Sites five, six, seven, and eight [5-6-7-8]

situated on the first addition to the Harris Cemetery in the County of Itasca and State of Minnesota, according to the plat of said Cemetery on file in the Office of County Recorder in said County.

To have and to hold the same, subject to all the laws of the State, now and hereafter enacted for the management and regulation of Cemeteries, and also subject to all rules and by-laws of the said Harris township now and hereafter made, for the regulation of the affairs of the same or any part thereof.

It is hereby covenanted, that said hereby granted premises are free from all encumbrances, and that the title now conveyed is perfect, and that said Harris Township will warrant and defend the same to said grantee, their heirs and assigns forever.

In Testimony whereof the said Township has caused these presents to be executed in its behalf by its Chairman and Its Clerk, this _____ day of _____, 2016

Signed, Sealed and Delivered in Presence of the Harris Township Board.

By _____ By _____, It's Chairman
By _____ By _____
By _____ Attest by: _____, It's Clerk

STATE OF MINNESOTA)

) SS

COUNTY OF ITASCA)

On this _____ day of _____, A.D. 2016, before me appeared Dennis Kortekaas, Gary Rosato, Burl Ives, Jim Kelley, and Ken Haubrich to me personally known, who, being by me duly sworn, they did say, that they are respectively the Supervisors of the Town of Harris that the said instrument was signed and sealed in behalf of Harris township by authority of its Board of supervisors and they acknowledged said instrument to be the free act and deed of said Township.

Township Notary – Michele Smith / Clerk

Harris Township Monthly Town Hall Report

Caretaker Amber H. Date 1-29-16

General Cleaning _____ hrs.

Miscellaneous Duties/Work _____ hrs.

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

Notes:

Can't remember - will try to keep track of Feb.! 😊

Total (All hours worked) 45 ish? hrs.

Rentals

Resident's 7

No Charge/Discounted Only by board approval _____

Notes

No Car Club pymt., But they were here for their 1-19-16 Rental. (I came to check)

Non-Residents —

Discounted Only by Board approval _____

Notes _____

Board Functions (meetings, scheduled hold, voting) 4

Total 11

Deposits Retained 0

Total money collected \$325.00

Maintenance or Safety concerns:

Jan. '16

Harris Township Cleaning List

Weekly:

**Sweep, mop and vacuum all rooms

Bathrooms-

- Clean toilets
- Wipe down vanity, wash area
- Windex mirrors
- 409/disinfect all handles, knobs, changing table
- Check paper supplies and deodorizer
- Wipe and disinfect water fountain

Kitchen-

- 409/disinfect all hard surfaces, handles, knobs, fridge door
- Wipe down stovetop, hood, top of fridge, microwave, coffee maker
- Check garbage bag supply

Office-

- Straighten and dust as necessary

Meeting Area-

- Wipe down all tables and chairs
- Dust sills, chair rail, tops of picture frames
- Empty garbage's and outside ~~ashtray as needed~~
- Dust and straighten above *coat Rack*

Harris Township Cleaning List

Monthly:

January

✓- 409 inside of fridge and kitchen floor sides

✓- Check and straighten cupboards as needed

✓- Wash doors and windows

~~X~~- Murphy the wood stuff, cupboards, chair rails etc.

✓- Wipe down heat registers

✓- Dust clock and make sure time is correct ✓

✓- Dust tops of blinds

✓- Dust flag tops and bases

~~X~~- Clean oven and defrost freezer as needed

✓- Check if supplies are needed: cleaning stuff, paper products, garbage bags etc.

Hey all!

- ~ Just wondering if I can throw these? They're the same things you would bring stuff from the store. Disposable, ya know?!!
(on a brook)
- ~ Also I can't find a key for the locked cubboards by the sink. I tried the ones for the other one, no luck. I tried some from the key ring in the office, and the haul in the office.
- ~ I've been working on a new inventory list. It should be done soon.

~ June 18th has a 50th Ann. party - Need boards ~~for~~ approval please.

~ April 8th-10th I will be going to compete in the State Archery Competition in Redwood Falls.

* Nothing is booked as of now but if that changed I will need someone to meet/clean which ever for me... please & thank you!

otherwise ~ you have all the current updates.

Sorry I couldn't make it to the meeting to address you properly. I have to work @ my other job.

Have a great night!

Amber A.

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 must leave the hall in meeting format (see diagram)
Smoking is not allowed in the Town Hall Building [Feb 08]

Use of alcoholic beverages is not allowed
Users may not put nail holes in the walls
Users may not put tacks in the walls
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: _____

Harris Town Hall Policy



OBJECTIVE

This policy will communicate the desires of the Harris Town Board and serve as a guideline to notify the facility users of items pertaining to activities, lease agreement, rent, and rental restrictions.

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.

POLICY

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

Signing a lease agreement is required by the person to be held responsible for the use of the facility. 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.

TYPES OF APPROVED ACTIVITIES

Town Board meetings	Elections*	Reunions	Senior Groups
Funeral Receptions*	Anniversaries	Wedding Showers	Baby Showers
Graduations	Birthday Parties	Political Groups	Church Services / Activities
Wedding Receptions	4-H Groups	Dance	Campfire Girls / Boy Scouts
Non-profit groups	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

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.

Please call or text the TOWNHALL CARETAKER for more information on renting the Harris Town Hall: AMBER HARTL - (218) 398-5033

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



Monthly Maintenance Report for January 11th to February 5th 2016

Road & Bridge:

- Road inspections were made to examine sign information and check for any road obstruction such as tree limbs in the road
- Review and updated our sign booklet containing information about our sign replacement policy and procedure.
- Created sign budget list
- Plow Ruff Shores Rd. when needed

Equipment:

- Changed oil & filter and greased Chevrolet pickup truck
- Filled up the Grave Heater with more heat transfer fluid after it produced a leak during a grave thaw
- Washed both trucks
- Worked on insurance list for the equipment

Cemetery:

- Burial for Ann Gunderson in section 3
- Burial for Rita Wichman in section 3
- Snowplow cemetery when needed
- Weekly inspections were made

Recreation:

- Cleaned and flooded both hockey rinks when needed
- Plackner Tree Care cut down a dead pine tree next to the Wendigo hockey rink because it had branches breaking off and it was a potential hazard to the skaters on the rink
- Someone had plowed Crystal rink with a 4wheeler and snowplow on the 25th of January.
- Snowplow both parks when needed
- Weekly inspections were made at both parks

Building & Grounds:

- Changed broken toilet flush lever in the women's bathroom at the Town Hall
- Changed a set of old fluorescent lights and replaced them with LED bulbs in the Town Hall kitchen
- Cleaned snow off of roof at the Service Center
- Aspire Heating fixed the furnace at the Town Hall after the power wire had burned up. We are unsure as to what caused it.

- We installed some insulation around the air ducts for the air exchanger at the Town hall
- Install a temporary “DON’T DRIVE ON RAMP” sign on the ramp at the Town Hall to let the renters know that it is not permissible to drive on the ramp
- Aspire Heating installed an air exchanger in the basement of the Town Hall to move the air around the building more to prevent condensation on the doors and windows
- Pick up new water heater for the Service Center garage for the floor heat
- Pumped more water into the floor heat system at the Service Center after the pressure had dropped
- Snowplowing at the Town Hall and the Service Center when needed
- Weekly inspections were made at the Town Hall and the Service Center

Public Accesses:

- Snowplowing at all landings when needed
- Weekly inspections and garbage clean up at all landings

Safety:

- No accidents or injuries

Jan 2016

100-General #Hrs-- 29.5

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

200-Road & Bridge #Hrs-- 58.5

- . 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-- 14.5

- . 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-- 37

- . 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-- 82.5

- . 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-- 98

- . 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

Total 320

HARRIS TOWNSHIP

NOTICE OF ELECTION and ANNUAL MEETING

Notice is hereby given to qualified voters of Harris Township, County of Itasca, State of Minnesota, that the Annual Election of Town Officers and the Annual Town Meeting will be held on **Tuesday, March 8, 2016**, at the following location: **Harris Town Hall**, 21998 Airport Road, Grand Rapids, MN

ELECTION POLLS will be open from **noon until 8:00pm**, at which time the voters will elect:

- One (1) Supervisor- seat A, for a 3 year term
- One (1) Clerk, for a 2 year term
- Vote Yes or No on Town Question: *"Should the Town issue up to three million dollars of general obligation street reconstruction bonds to perform bituminous road maintenance?"*

To vote by **ABSENTEE BALLOT**, complete and submit the application found on the township's website www.harristownshipmn.org, or request an application by contacting the Town Clerk via email at michelesmithclerk@msn.com, or by phone at 218-327-9930.

The **ANNUAL TOWN MEETING** will begin at **8:15pm** to review the proposed budget and vote on the associated levies for 2017, and to conduct any or all business concerning said Town.

The **BOARD OF CANVAS** will convene at 8:10 p.m. on Tuesday, March 8th, 2016, just prior to the Annual Town Meeting.

In case of inclement weather, the election, annual meeting, and board of canvass would be held on the third Tuesday in March, 3/15/16 at the above scheduled times and location.

Published Feb 21 and March 6, 2016
Posted February 17, 2016

- SAMPLE BALLOT -

ITASCA COUNTY

B

STATE OF MINNESOTA

C

MARCH 8, 2016

**TOWN ELECTION BALLOT
TOWN OF HARRIS, MINNESOTA
MARCH 8, 2016**

INSTRUCTIONS TO VOTERS:

To vote, completely fill in the oval(s) next to your choice(s) like this: 

TOWN OFFICES

**TOWN SUPERVISOR SEAT A
VOTE FOR ONE**

KEN HAUBRICH

write-in, if any _____

**TOWN CLERK
VOTE FOR ONE**

write-in, if any _____

TOWN QUESTIONS

To vote for a question, fill in the oval next to the word "YES" on that question. To vote against a question, fill in the oval next to the word "NO" on that question.

**TOWN QUESTION
ISSUANCE OF BONDS FOR
ROAD MAINTENANCE**

Should the Town issue up to three million dollars of general obligation street reconstruction bonds to perform bituminous road maintenance?

YES

NO

**BY VOTING "YES" ON THIS
BALLOT QUESTION, YOU ARE
VOTING FOR A PROPERTY
TAX INCREASE.**

OFFICE OF COUNTY ASSESSOR

TO THE CLERK OF **Harris Township** OF ITASCA COUNTY, MINNESOTA:

NOTICE IS HEREBY GIVEN, That the **4th of May 2016** at **9:00AM** has been fixed as the date for the meeting of the Board of Appeal and Equalization in your **Township** for said year. This meeting should be held in your office as provided by law.

Pursuant to the provisions of Minnesota Statutes Section 274.03, you are required to give notice of said meeting by publication and posting, not later than ten days prior to the date of said meeting.

Given under my hand this **1st day of February, 2016.**

Amber V. Peratalo

**Amber V. Peratalo, Itasca County Assessor
Itasca County, Minnesota**

ASSESSMENT NOTICE

**Important Information Regarding Assessment and Classification of Property
As of January 2, 2016, this may affect your 2017 property taxes.**

NOTICE IS HEREBY GIVEN that the Board of Appeal and Equalization for *Harris Township* shall meet on **5/4/2016 9:00AM at Harris Township**. The purpose of this meeting is to determine whether taxable property in the jurisdiction has been properly valued and classified by the assessor, and to determine whether corrections need to be made.

If you believe the value or classification of your property is incorrect, please contact your assessor's office to discuss your concerns. If you disagree with the valuation or classification after discussing it with your assessor, you may appear before the local board of appeal and equalization. The board will review your assessments and may make corrections as needed. Generally, you must appeal to the local board before appealing to the county board of appeal and equalization.