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Grand Rapids, MN 55744  
Phone 218-327-0317

Supervisor Dennis Kortekaas 326-1882  
Supervisor Mike Schack 340-8852  
Supervisor Ken Haubrich 327-1351  
Supervisor Peggy Clayton 326-1551  
Treasurer Becky Adams 259-1192  
Clerk Cari Ann Alleman 244-1811  
[harristownshipclerk@gmail.com](mailto:harristownshipclerk@gmail.com)

# Harris Township

SINCE 1909



NEIGHBORS, SHORES & MORE

## Mission Statement:

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

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

## REGULAR MEETING June 14, 2016 at 7:30pm AGENDA

1. **Pledge to the flag**, followed by the reading of the township mission statement
2. **Consider approval of Minutes** –minutes from May 10 regular meeting, May 24th P & D meeting.
3. **Business from the floor**
4. **Consent Agenda**
  - Resolution 2017-005- Board compensation. The clerk fixed the wording saying it goes to the treasurer and not to the clerk.
5. **Roads**
6. **Recreation**
7. **Correspondence**
  - Board Action items:
  - Noteworthy items:
  - Non-action items
    - Thank you letter from Historical Society
    - Thank you card from Itasca County Fair
8. **Old Business**
  - Comp Plan- we have received the final draft, it has the updated verbiage and the updated maps. It is on the Harris township website under the comp plan. Are we going to send letters to all the residents who are affected by this change?
  - Pay requests- (clerk) having to go to the service center twice to get the bills and scan them in twice is making more work. It was recommended in the minutes of 5/10/17 to scan and send them out twice once with the pay requests in the first and the second is just the rest of the bills. I would like to recommend to keep it the way we have it now, bills get scanned and out to the supervisors the Sunday before the regular meeting.
9. **New Business**
  - iPads

- Drop Box
- Shredder for office (Clerk)
- Firewise- we need to appoint someone as the contact and let Itasca County know who that is.
- Dugouts

**10. Treasurer's Report** – dated June 14, 2017 (of May 2017 financials)

**11. Approve payment of bills** for May, 2017

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

**13. UPCOMING Events / Meetings**

Wed June 28 Planning and Development meeting.....	7:30 pm Harris Town Hall
Mon July 10 Itasca County Township Association.....	7:00 pm Blandin Foundation
Wed July 12 Regular Meeting.....	7:30pm Harris Town Hall

**14. Adjourn**

**REGULAR MEETING**  
**May 10, 2016 at 7:30pm**  
**Minutes**

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

Additions to the agenda, Add Compensation, Would like to have the compensation to be pulled and talk about 2017-005 from the consent agenda.

**2. Consider approval of Minutes** –minutes from April 12 regular & reorganizational meeting, April 26 P & D meeting, Comp Plan April 24, Board Compensation April 25, May 4 Board of Appeal and Equalization. Motion to approve the minutes made by Supervisor Kortekas seconded by Supervisor Haubrich passed by all.

**3. Business from the floor**

**4. Consent Agenda**

- Resolution 2016-001- we don't need this resolution as the bonding didn't pass.
- Resolution 2016-002- Don't need anymore.
- Resolution 2017-003- recommended to keep.
- Resolution 2017-004- Township elections, still good recommended to keep.
- Resolution 2017-005- Board compensation, recommend to keep with new amounts.
- Resolution 2017-006- Administrative Policy, keeping with the changes that were discussed in the minutes. Recommended to keep.
- Resolution 2017-007- recommended to keep.
- Resolution 2017-008- recommended to keep.
- Compensation-

Motion to approve consent agenda made by Supervisor Haubrich seconded by Supervisor Clayton, passed by all.

**5. Roads**

- Culvert Wood tick- two emails are attached- emails are in the packet from S.E.H. about the culvert issue the DNR has not let us know what size culvert we need yet, could be multiple culverts. Glen from S.E.H put in an estimate of what the application, engineering, planning, and meetings process will be; not to exceed the \$4000.00. The whole process takes time and we should start if we want to be ready for next year's construction season. Motion to not exceed the \$4000 estimate made by Supervisor Haubrich seconded by Supervisor Schach, Discussion: what is pre-meetings? That is meeting with the DNR passed by all.
- Letter from Dust Bee Gone; we received a letter from Dust Be Gone, asking for our business again his year. The price will be the same as it was last year. Last year we did 3.63 miles with about \$12,501.72. If we keep it down to 3.2 miles we will be close to the budget. Last year was the first year we did Schmidt road, if we didn't do Schmidt we would only be about \$500 over budget. (Mileages in Minutes). Our Budget is \$11,000 for 2017. We put it a little more in it for 2018, if we don't spend as much on our recommendation. Motion to do what we did last year made by Supervisor Kelley seconded by Supervisor Kortekaas. Passed by all. Dust Be Gone wants to spray after they grade the road, he would like a notice of 3-4 days to be able to go spray. Should be on by the end of the month. Grading contract is just for when we call, they can grade only these roads
- Road inspections the board inspected last night and will be finishing tomorrow night Thursday May 11 at 6 pm.
- Woodtick- the maintenance crew has been inspecting it weekly, and it is sinking a little bit and with the frost going out of the ground it should be stopping.

**6. Recreation-** the parks look good and are being well used.

## **7. Correspondence**

- Board Action items:
  - We received a letter from Couri & Roppe P.L.L.P Attorney at Law. They represent a lot of township in the area and wanted to introduce themselves. They are also offering a Legal Seminar just for townships. (Letter attached.) Clerk would like to go to the Thursday June 8<sup>th</sup>. Supervisors Kelley, Haubrich, Schack, Clayton, would like to attend the October 7<sup>th</sup> seminar. Motion to let Clerk go to June 8<sup>th</sup> and the board to attend October 7, made by Supervisor Kelley seconded by Supervisor Haubrich, passed by all.
  - Transfer the dates of the summer short course made by Supervisor Clayton seconded by Supervisor Schack from June 28<sup>th</sup> to June 29<sup>th</sup> passed by all.
- Noteworthy items:
  - Minnesota Department of Health- drinking water test came back from the Town hall. "Bacteria Results: No Coliform Bacteria were detected."
  - Letter from Century link asking for a safe and collaborative construction season.
- Non-action items
  - *Wagon Wheel Court Road-* was in terrible shape. Was already called upon to grade.
  - Lake Country Power- Letter about how to save energy.

## **8. Old Business**

- Per Diem-If it's going to stop someone from going to a meeting, it would be good to pay for the evening meal. If you are going to spend the night, does the board feel it needs to set a per-diem rate or go with a reasonable rate? It is that inconvenience being away from home. If it is an overnight stay then we can set a \$20 for dinner. You have to provide your receipt and provide your overnight stay receipt. Anything over \$20 the individual if responsible. Motion to set the \$20 per diem rate for overnight stays only made by Supervisor Clayton seconded by Supervisor Schack, passed by all.
- Cable Commission- Mr. Shaw received the final information that we are able to collect the franchise fees. (See attached email) Mr. Shaw is writing up the contracts for the line extension for both Media Com and Paul Bunyan now. Should have those letters by the P & D meeting.

## **9. New Business**

- Locks on the cabinets down stairs (clerk) received a phone call from a resident stating that two of the events she attended at the Town hall they let the kids go downstairs. The key for downstairs has been outside the door but it has always been locked. It is at the recommendation of the board we lock up the key in the office so children cannot go downstairs. We have lots of files downstairs that are the treasures and financials. We should have these locked. We are looking into the records retention policy to see what we need to keep and what we can get rid of. The cabinets downstairs also had mildew on the outside and we should look at getting a dehumidifier. Get a new dehumidifier, and Supervisor Haubrich will look at the dehumidifier.
- Who is going to take care of the Memorial Day setup and who will be there? Supervisor Kelley, start setting up at 9, make the coffee. Supervisor Haubrich and Supervisor Schack will be attending. Posted for a quorum. Clerk will have everything ready for the cemetery.
- Resolution for Board Compensation already approved. (Below)
- Weeds- Supervisor Kortekaas went to the weed meeting in Baxter, it was an all-day meeting and was quite informative. We have a lot of new weeds they are finding. The Palmer Amaranth they found it down south. The Tansy is down to the 23<sup>rd</sup> on the weed list. If the residents have any weeds they want a supervisor to look at, they can call Supervisor Kortekaas and he will be doing a road inspection in June for the weeds. On the corner of Crystal Springs Road the County will go out and look at the tansy.

- Office- Clerk has permission to work on the office for the next 20 hours to clean out the office. Motion to have the clerk start cleaning out the office made by Supervisor Schack, seconded by Supervisor Clayton passed by all.
- Resolution 2017-005- detailed claims, right now we turn in a request we go from regular meeting to regular meeting. If we go to the beginning of the month to the end of the month and then the treasurer has more time to go over the pay requests. May would be a short month as we go from today to the last day of the month. The board feels it should be reviewing the pay requests before the meeting and they should be in with the bill packet. The treasurer will send the pay requests to the Clerk so we can see them. Ask the treasurer to see if the board can see all the pay requests. We are talking about pay requests and all pay requests, the board doesn't see the employees either. The only thing held under data privacy is the deductions. If they want to get them in, and scanned out with the bills, that should give the board enough time to look at them. We would get paid month to month instead of meeting to meeting. So the pay requests go to the treasurer gives her time to do the pay requests. Once we turn them into the treasurer, the treasurer will then scan them to the clerk. The clerk will scan them in and send them with the bills. Do everything across the board the same. Knowing timing it goes to the one month. It would be helpful and crazy crunch time. The clerk will get the bills and scan them out to the board by the 1<sup>st</sup> of the month and then do it again right before the meeting. Motion to switch our pay request to the first of the month to the end of the month made by Supervisor Haubrich seconded by Supervisor Clayton passed by all. Motion to have all pay requests submitted to the treasurer and by the 3<sup>rd</sup> of the month made by Supervisor Kelley seconded by Supervisor Haubrich passed by all. Keep the maintenance crew as they are going Saturday to Saturday.

**10. Treasurer's Report** – dated May 10, 2017 (of April 2017 financials) - no big surprises, we have a negative balance on the road and bridge fund. It might need to be a zero balance for the beginning of 2017. Motion to approve the treasurer's report made by Supervisor Kortekaas seconded by Supervisor Schack passed by all.

**11. Approve payment of bills** for April, 2017- Wells Fargo card is the balance a roll over from the previous month. The other charge on the card is for Minnesota state college for some training they are doing. Motion to approve the paying of the made by Supervisor Kelley, seconded by Supervisor Clayton passed by all. Amended motion to include the amount of \$21,141.35 made by supervisor Kelley seconded by Sueprvisor Clayton passed by all.

17515-17551 motion to pay bills with these check numbers made by Supervisor Haubrich seconded by Supervisor Clayton passed by all.

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

Fishing season starts Saturday and inspectors will be at the boat landings, be safe, use the kill switch. We almost had a mishap on Pokegama Lake this past weekend when a person was thrown out of the boat and it circled them. So please pay attention. The city of Grand Rapids is having a BBQ at central school on Friday.

Reading through old newsletters it was for people who want to road clean up on their own they can still bring the garbage to the service center and they can put it in the blue bin. Please no household garbage.

**13. UPCOMING Events / Meetings**

Thur May 11 Road Inspection.....	6:00 pm Harris Town Hall
Thur May 24 Planning and Development meeting.....	7:30 pm Harris Town Hall
Thur May 25 Road Clean Up.....	5:30 pm Cemetery
Mon May 29 Memorial Day Program at the Cemetery.....	10:15 am Color Guard Preforms
Mon Jun 12 Itasca County Township Association.....	7:00 pm Blandin Foundation
Wed Jun 14 Regular Meeting.....	7:30pm Harris Town Hall

14. Adjourn- motion to adjourn made by Supervisor kortekaaas seconded by Supervisor Haubrich passed by all.  
8:46 pm.

# PLANNING & DEVELOPMENT MEETING

## May 24, 2017 – 7:30pm

### Minutes

#### 1. Pledge to the flag- reading of our mission statement

New business to add to the agenda: Road signs, Zoning, Pokegama Lake Association, EFT Meeting, and Enbridge IRA at 6:00 pm on June 6<sup>th</sup>.

#### 2. Business from the Floor

- ❖ Troop Town- the clerk had a phone call from a realtor asking to make sure that the zoning is correct, residential-commercial, and if it is purchased that it can still have 17 RV sites on it. Asking for reassurance. Refer to and talk to zoning at the county.

#### 3. Consent Agenda

- ❖ Resolution 2017-005- amend where it says email to the clerk, instead it should read sent to the treasurer. If you want different deductions on there, please note that when sending in the pay request.

#### 4. Roads

- ❖ Road Inspections- copy of the road inspections done by the Supervisors is in the packet. May 9<sup>th</sup> and 11<sup>th</sup> the board meet and did the road inspections together. We will put it on the website in the minutes and under the road inspections tab. Will also put the link on Facebook.
- ❖ Estimate from Plackner Tree Removal for Nancy Drive- The estimate was for brushing and tree removal, the estimate was for the amount of \$4,500. The work would be done on half the distance of the road, on the north side of the road and full length on the south side. It would be about 2 days' worth of work. Motion to accept the Plackner Tree Removal bid in the amount of \$4,500 made by Supervisor Kortekass Supervisor Clayton seconded. Discussion: what are they doing with the wood? Are they taking it? We have to give the trees to the residents if we are cutting them down in front of their house. On the other side of the road, the resident gets the option to take the trees. The trees are in the ditches and need to be taken out. Do we have an estimated date to this be taken care? We have nothing right now but will find out. Motion passed by all.
- ❖ Casper Construction Grading Bid- This bid is just for the material, we want to get materials from them for the maintenance shop. We like to keep a truck load at the maintenance shop for wash outs. Motion to approve the Casper Construction bid to get grading materials made by Supervisor Kortekaas seconded by Supervisor Kelley, passed by all.
- ❖ Gravel Road Report- This is a time sheet that Casper gave the chairman, it is to let us know what he thinks the roads conditions are in. This is for the first grading of the summer. We will want to let Dust control know what our plan is with Casper so the grading can be done on Tuesday or Wednesday, then we can do dust control by the end of the week.

#### 5. Recreation

- ❖ Dumpster at LaPlant Landing- resident said their used to be one, they are getting trash thrown over the fence into their yard. We took it out because people were throwing their household garbage in there. Maybe have a sign to say "take garbage with you". We could have a barrel or something small sitting there. The maintenance crew is picking up garbage at the landing. One option is: We provide the service and we put it on the tax bill at the end of the year. The problem with that is it's not the Harris Town residents that are making the mess. Not sure what we can do: we could try a trail camera, we will have to address it in the near future. We could put out a small garbage can and the first time we get household garbage we take it out. We will have to tie it down. Motion to put out a small garbage barrel/can made by Supervisor Schack seconded by Supervisor Kortekaas, approved by Supervisors Schack, Clayton,

Kortkaas, Kelley Opposed by Supervisor Haubrich. Put a chain through it and put in on the fence.

## 6. Town Hall Report

- ❖ Review town hall report as prepared by town hall caretaker, dated 5/9/17- Motion to approve the town hall report made by Supervisor Kortekas seconded by Supervisor Clayton Passed by all.

**7. Maintenance Report: 4/1/17-4/30/17-** On April 20<sup>th</sup> there is duplicate documentation for Derrick and Dan, it's from Ken compiling it on the report for the agenda. Culvert crossing the Wendigo Road, the culvert is full, they need to contact the county. Bills: last page purchases at L & M: Straw hat was questioned, that's what they use when they mow the lawn. Areas that Haubrich and Schack still see, both are going into town and driving together, both do not need to go. It doesn't take two people to sweep and mop the service center house. They need to split up the duties more; it's in the works. Motion to approve the maintenance report made by Supervisor Schack seconded by Supervisor Kortekaas Passed by all.

## 8. Old Business

- ❖ Comprehensive Plan- updated plan in front of you and there is a mistake on the map. This time it came back and they put CO rd. 67 and 455 as township roads. Motion to put on the website, and table to the regular meeting made by Supervisor Haubrich and seconded by Sueprvisor Kelley passed by all.
- ❖ Zoning- when the comp plan is approved a resident in the new zoning area can to go in to the county and have the fee of \$500 waived to whomever would like to change their classification. The township will send a letter that they have this option, it would go under a blanket permit with the county. It is the homeowner's option to reclassify their property it would save the county and homeowner time and money.

## 9. New Business

- ❖ Firewise- Sueprvisor Schack attended a meeting. The meeting was last week, designed to help homeowners keep their homes safer from wild fires. A recommendation to make a buffer zone around your home to will help prevent a fire from spreading. Harris Township is not in the recognized sites for drop off. The residents would have the option to bring the brush to a certain area and the Firewise program will chip it for you. They do have crew that will come in and open the driveway up to make way for the fire trucks. Firewise will lose some of the funding from the DNR in Itasca County, by 2026 this program might not be around anymore, and it works. It gives you good ideas about keeping the area around your house clean. Great idea and sign up for it. Bill Brink is the go to guy, he is the Itasca county Firewise guy. It will be out in the newsletter. Very informative meeting. Program Firewise awareness gets together they have received funds from many sources but one is: \$500 from State Farm Insurance to educate the public on this program. They would like to see Harris Township get involved in the program. Firewise would like us to get more information out there, the Township doesn't have to do anything but spread the word.
- ❖ Work Session about Supervisor Duties and use of PEG fees. June 13<sup>th</sup> at 7 pm. Motion to have work session on June 13 at 7 pm to talk about supervisor duties and PEG fees made by Supervisor Kelley seconded by Sueprvisor Haubrich passed by all.
- ❖ Life Insurance Policies- life insurance policies for the supervisors, the policy was in place when the treasurer took office. Knowing that supervisors are also out there working in the ditches and on the roads, with MAT's recommendation we have it. We didn't get the information in the mail, we would need approval to be done by the end of May. We have sent the brochure for the supervisors to look at before the meeting. Do you want to enroll in the life insurance policy? This is just for the supervisors, clerk, and treasurer. We had the Platinum before, its \$320 per supervisor per year. Don't know if it's beneficial to have the township to carry a life insurance policy. We all carry our own, and it's a lot to have the township pay. Motion to not renew made by Supervisor Kelley seconded by Sueprvisor Clayton passed by all.
- ❖ Pay requests covered up above.

- ❖ Cleaning up of the office- we have the records retention policy, I have included the retention schedule along with the resolution. Going through files I have found more road files that should be put into the file folders. The file cabinet is so full right now I can't put anything else in there. My thought is to put each road into its own 3 ring binder and have that in the office. It would be a lot easier for the supervisors if they want to look at a road to pull out a 3 ring binder. Motion to add to the work session on June 13<sup>th</sup> made by Supervisor Kelley seconded by Sueprvisor Kortekass passed by all.
- ❖ Signs and proof of what the sign will look like, with the costs. We need about 25 for the "No alcohol" signs and two signs for the "do not drive on the grass" for the town hall. We have a lot of entrances to the parks, at Crystal Park there are about 5-6 entrances with the picnic area. The boat landings and town hall we need to put the signs, don't have to put one at the service center but maybe one at the cemetery. There are three entrances to the cemetery. So that would up the count to 30 at \$18.67 a piece; Newman's Signs is where we get the best deal. Motion to purchase the 30 signs made by supervisor Kortekaas seconded by Supervisor Clayton passed by all.
- ❖ Business cards made by Supervisor Haubrich, each supervisor should have business card with the same style. Center one and it's already made, now to just print them up.
- ❖ EFT Meeting- final meeting, it is on the Elementary Schools, and will be at the Reif center.
- ❖ Enbridge- 6 pm June 6<sup>th</sup> at the IRA arena is where the meeting will be held.
- ❖ Pokegama Lake Association- June 19<sup>th</sup> Corps of Engineers will be addressing the issues with Pokegama Lake and surrounding areas. We need to decide tonight so we can post a quorum, at Timberlake Lodge, Supervisors Kortekaas, Clayton, Kelley, Haubrich, Schack. registration starts at 5:15 Motion to have the clerk post made by Sueprvisor Haubrich seconded by Sueprvisor Kelley passed by all.

## 10. Public Input

Memorial Day coming up Color Guard is at 10:15 and they come in and get going right away as they have more to do. Supervisors are usually there from 8-12. Speaker system on the flag maybe as not many can hear them speak.

Road side cleaning and maybe start earlier in the year. Next year look at the first part of May

## 11. Upcoming meetings/events

- ❖ Mon. May 29 Memorial Day Program ..... 10:15 am Harris Cemetery
- ❖ Mon. June 12 Itasca Association of Townships ..... 7:00 pm Blandin Foundation
- ❖ Wed. June 14 Regular Meeting..... 7:30 pm Town Hall
- ❖ Wed. June 28 Planning and Development Meeting.....7:30 pm Town Hall

**12. Adjourn motion to adjourn made by Supervisor Kortekaas seconded by Sueprvisor Haubrich passed by all.**

Chairman Kelley introduced the following resolution, and Supervisor \_\_\_\_\_ moved for its adoption:

**Town of Harris, County of Itasca, State of Minnesota**

**Resolution No. 2017-005**

**A RESOLUTION DESIGNATING THE COMPENSATION  
FOR OFFICERS OF THE HARRIS TOWN BOARD**

WHEREAS, Minn Stat. 367.05 directs the Town Board to set the compensation of supervisors, town assessors, the treasurer, clerk, deputy clerk/deputy treasurer if employed, and other employees of the town;

WHEREAS, Minn Stat 367.05 indicates the above mentioned persons are entitled to mileage for the use of their own automobile at a rate determined by the Town Board for necessary travel on official town business;

WHEREAS, the Township Board determined that they would like to conduct an annual review of Township Officers compensation in conjunction with the employee compensation at the same time each year via Resolution #2016-006;

WHEREAS, the Officers of the Harris Town Board met to review their compensation on April 25, 2017;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of Harris Township, Itasca County, Minnesota hereby adopts the following schedule of compensation and reimbursement of Town Officers

BE IT FURTHER RESOLVED that these rates will be **used in calculating all claims paid during the May 2017 check run, and there forward until the next annual review** of Township Officer compensation in April 2018:

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**COMPENSATION FOR OFFICERS OF HARRIS TOWN BOARD – May 2017 – April 2018**

Township Board Supervisor	
Serving as Chairman:	\$450.00 per month, plus \$ 18.70* per hour for allocated labor, and \$ 60.00 per regularly scheduled, or legally required, Township meetings
Township Board Supervisors (non-chairman)	\$400.00 per month, plus \$ 18.70* per hour for allocated labor, and \$ 60.00 per regularly scheduled, or legally required, Township meetings
Township Clerk	\$900.00 per month (\$100 of this is allocated to cemetery) and \$ 18.70* per hour for allocated labor**, and \$ 60.00 per regularly scheduled, or legally required, Township meetings
Township Treasurer:	\$700.00 per month, plus \$ 18.70* per hour for allocated labor, and \$ 60.00 per regularly scheduled, or legally required, Township meetings
Deputy Treasurer/Clerk	Compensation will be the same as the absent Officer, for duties performed.

All amounts paid to Town Officers as compensation shall be subject to all appropriate taxes and withholdings as provided by law.

\* *There was no change to the allocated labor rates this year*

\*\* *The Clerks 'allocated labor' includes, but is not limited to, time spent on minute preparation for non-regularly scheduled meetings and work sessions, website updates, newsletter preparation and coordination, and documented salaried work duties that exceed 40 hours per month.*

### Annual Town Meeting

The Town Board requires that the Treasurer be at the Annual Meeting, and therefore is entitled to be paid the per diem meeting rate for attending this meeting.

### Newsletter and Website Updates

The Town Board approved (in April 2008) that hours worked to prepare the newsletter and to maintain/update the website could be claimed as allocated labor. (This is currently done by the Clerk)

### Mileage Reimbursement:

When it is necessary for Town Officers to use private automobiles to perform their duties on behalf of the town, Town Officers shall be eligible to have their mileage reimbursed for the miles traveled at a rate equal to the Federal standard mileage reimbursement rate in effect at the time of travel. Town Officers are not eligible for mileage reimbursement for attending regular or special board meetings, hearing or annual or special town meetings held within the Town. The reimbursement is on an "as needed" basis, to be determined by the Officer, and would include, but is not limited to, the township annual road inspections, out-of-town meetings, education as approved by the Board, and resident calls for inspections.

### Detailed Claims:

No Officer shall receive compensation or be reimbursed for expenses incurred unless and until they submit a written claim report to the Board, detailing the activities supporting the claim for compensation and the specific basis for all expense reimbursement requests. Claims for compensation or requests for reimbursement of expenses shall be made on Board approved forms at the next following Regular board meeting. Pay requests for the Supervisors, Clerk, and Treasurer will be on a one month (EX: May 1-May31) basis. The pay requests will be scanned in by the clerk and sent to the supervisors with the monthly bills to allow the Treasurer, more time to process the requests. All pay requests must also be submitted by the 3<sup>rd</sup> of the month to the treasurer to allow time to scan, send to the supervisors.

Reimbursement requests for purchases must be supported by original receipts, or, if not available, other supporting documentation found sufficient by the Board.

### Life Insurance

A group life insurance policy through the Minnesota Benefit Association, in an amount to be determined by the Town Board, will be provided for each Town Supervisor, Clerk and Treasurer (Deputies are not covered). Currently, the Life Insurance for officers is a \$20,000 Term Life Policy.

### Retirement

The Public Employees Retirement Association of Minnesota (PERA) plan is used for each Town Supervisor, Clerk and Treasurer (Deputies are not included)

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2017.

By the Board Chairman,

\_\_\_\_\_  
Jim Kelley

Attest: \_\_\_\_\_  
Cari Ann Alleman, Clerk

**Supervisor \_\_\_\_\_ seconded the foregoing resolution, and the following voted in favor thereof: \_\_\_\_\_; and the following voted against the same: \_\_\_\_\_, whereby the resolution 2017-005 was declared \_\_\_\_\_.**



ITASCA COUNTY  
HISTORICAL SOCIETY

KARJALA GENEALOGY & HISTORY RESEARCH CENTER  
201 North Pokegama Avenue • Grand Rapids, MN 55744

May 23, 2017

From: Lilah J. Crowe  
Executive Director  
Itasca County Historical Society

To: Harris Township

Regarding: Township \$3253.00 Donation

On behalf of the Board of Directors I would like to thank the township supervisors and voters for supporting the Historical Society. This will help us meet our mission of connecting people to the history of Itasca County.

"Now and Then" opened on February 23<sup>rd</sup>, and will be on display this year. Volunteers went out in 2016 during Itasca County's Quasquicentennial and took over 3,500 pictures of our businesses, hospitals, apartments and churches as our documentation of our 125 year Birthday. We took past pictures and current pictures to tell the story in the "Then and Now Exhibit".

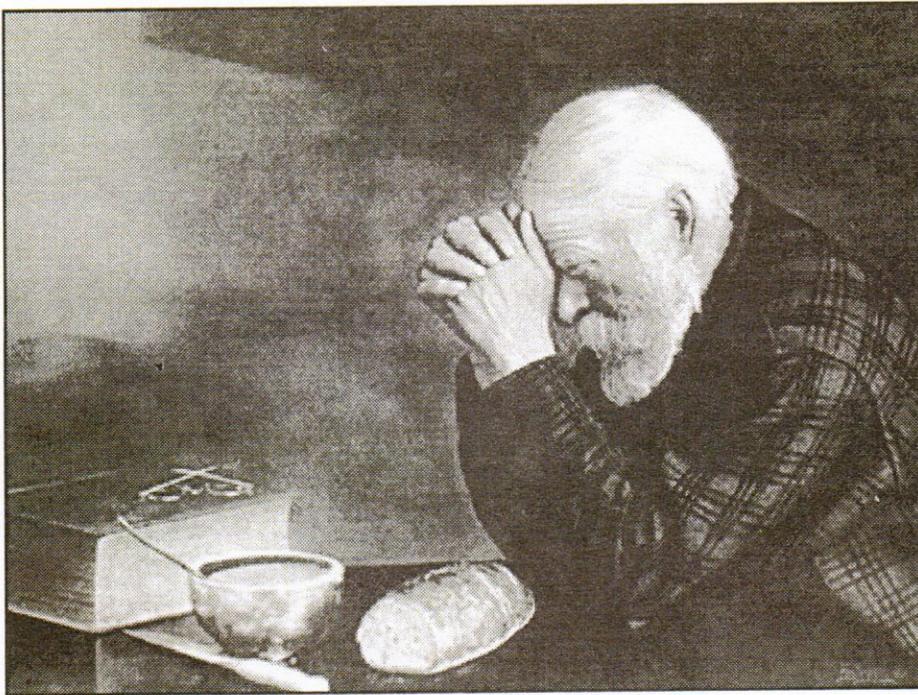
We provide the facilities for Research and Documentation of Historical and Genealogical information, photos and artifacts about and within Itasca County. The Karjala Genealogy and History Research Center has available on two public computers *Ancestry.com*. We are open Monday through Friday 9:00 to 5:00 and Saturdays 10:00 to 4:00.

Thank you again,

Lilah J. Crowe  
Executive Director

P.S.  
Stop in on a Tuesday or Thursday and meet our volunteers.

ITASCA MUSEUM ■ JUDY GARLAND GALLERY ■ MUSEUM STORE  
[ichs@paulbunyan.net](mailto:ichs@paulbunyan.net) ■ [research@paulbunyan.net](mailto:research@paulbunyan.net)  
[itascahistorical.org](http://itascahistorical.org)  
218-326-6431



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Dear Township

Thank you again for supporting the Itasca County Fair. This is our 125th fair so, encourage your folks to visit the many exhibits, demonstrations, rides, and performances we have to offer.

Sincerely,

Brian Carlson, Funding Director  
Itasca County Agricultural Association  
2001 Norway St  
Grand Rapids, MN 55744

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Each iPad would have their own phone number, it would be accessed through our cell service provider. This would eliminate the use of your personal internet at home.

I have included all information I have received from AT&T and Verizon.

### **AT&T Quotes**

4 phones for the price of two. They are updated to iPhone 7.

Our basic bill would be \$295.00

4 phone a month would be \$50.00

5 iPads monthly (32GB) \$23.00 (instead of putting it on our monthly plan we could purchase it for \$359.99)

Mobile protection for 9 devices monthly \$80.91

Total monthly charges **\$448.91**

Total out of pocket at time of purchase: \$399.96 plus tax or if we purchase the additional iPad \$759.99.

AT&T has a promotion going on that if you buy the iPhone 7's you can do BOGO free and also include the new iPad for \$100. That is what the pricing includes. All services would be handled here in Grand Rapids. This would be a government plan.

### **Verizon Quotes**

Basic now \$202.84

5 new iPADS monthly charge \$199.95 (\$39.99 month each)

We would have to purchase the iPads outright at \$359.99 (32 GB) each total of \$1,799.95 plus tax

New total bill **\$402.79**

Total out of pocket costs \$1799.95 plus tax.

All services not handled in town. It is a government plan.

### **Drop Box**

For 1 TB it's \$9.99 a month. We would all have access to the Drop Box. We could scan all the records there so you can access them off your iPad. We could limit it to the road records, agenda, minutes and year end financials.

**Clerk time and materials**

**Paper-** \$39.99 a case lasts one month.

**Toner-** Phaser 6022/WorkCentre 6027 Cyan Toner Cartridge **\$54.99**

Capacity/Yield: 1,000 pages Yellow Toner Cartridge **\$54.99**

Capacity/Yield: 1,000 pages Magenta Toner Cartridge **\$54.99**

Phaser 6022/WorkCentre 6027 Black Toner Cartridge Yield 2,000 pages **\$76.99**

**The black toner last a month and the colored 2 months.**

**Time:** I spend about 4 hours every time we have a meeting making copies for the supervisors. (4 hours X 18.70 an hour = \$74.80 per meeting, we have 23 meetings a year that will be \$1,720.40)

So over a one month period it costs the township to have me print up the agenda for the supervisors \$349.07. That is the paper, toner, and my time. I will have time into printing the agenda, just not as much as you can get them off the ipad.

## Cari Ann

---

**From:** Cari Ann <harristownshipclerk@gmail.com>  
**Sent:** Tuesday, May 23, 2017 3:13 PM  
**To:** Becky Adams  
**Subject:** FW: Service Quotes from at&t

*Cari Alleman*  
**Harris Township Clerk**  
**218-244-1811**

---

**From:** FANTH, TARA E [mailto:tf268m@att.com]  
**Sent:** Monday, May 22, 2017 4:33 PM  
**To:** Cari Ann <harristownshipclerk@gmail.com>  
**Subject:** Re: Service Quotes from at&t

Still checking on government plan. Quotes do have 4 phones and 5 iPads. There is a BOGO so I only included the price of two. The upfront costs are for 4 iPads. The fifth on installment you would only pay tax.

Sent from my iPhone

On May 22, 2017, at 2:19 PM, Cari Ann <[harristownshipclerk@gmail.com](mailto:harristownshipclerk@gmail.com)> wrote:

Ok looking at the quote it has only 2 phones and we need 4. And 5 ipads.

4 phones  
5 ipads

*Cari Alleman*  
**Harris Township Clerk**  
**218-244-1811**

---

**From:** FANTH, TARA E [<mailto:tf268m@att.com>]  
**Sent:** Monday, May 22, 2017 2:15 PM  
**To:** [harristownshipclerk@gmail.com](mailto:harristownshipclerk@gmail.com)  
**Subject:** Service Quotes from at&t

Hi Cari,

Thank you for calling us today. I have composed two different quotes for you. Both consisting of the BOGO iPhones, one with the 32 GB iPads that are 99.99 upfront and one being on installment, the other with the 128 GB iPads that are 199.99 upfront with one being on installment. When you have the time, please call me on my direct business line so that I can go over them with you if you have any questions about the layout of the quote. We would be more than happy to port your existing lines over and have a business contract with Harris Township.

Tara Fanth



Harris Township

Date: 5/22/2017  
 Prepared by: Tara Fanth  
 AT&T Retail Sales Consultant



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**Monthly Recurring Services**

**Voice Plan**

Plan Description	Monthly Charge	Anytime Minutes	Nights & Weekend	Mobile to Mobile	Quantity	Total Monthly Charges*
Unlimited Plus Business	\$295.00					\$295.00
					<b>0</b>	<b>\$295.00</b>

**Features & Data Add Ons**

Plan Description	Monthly Charge	Messages/Paging	Data Included	Quantity	Total Monthly Charges*
Mobile Protection	\$8.99			9	\$80.91
					<b>\$80.91</b>

**Equipment**

**Voice & Data Devices**

Description	Charge	Quantity	Total Charges*
iPhone 128 GB 30 month Next	\$25.00	2	\$50.00
iPad 32 GB		4	
iPad 32 GB 20 month Next	\$23.00	1	\$23.00
		<b>7</b>	<b>\$73.00</b>

**Incentives**

Description	Amount	Quantity	Total*
iPhone BOGO Business			\$0.00

**Summary**

Monthly Recurring Mobility Charges*	<b>448.91 + applicable taxes</b>	
Total Upfront Cost	<b>399.96 + applicable taxes</b>	Total Incentives <b>\$0.00</b>

\*Pricing does not include international usage, US or foreign taxes, FCC regulated charges, overages, other taxes or fees.

\* Price is a net total and reflects all applicable small business discounts and rebates.

+ AT&T Mobility Business Agreement discounts apply to primary monthly, recurring, voice & data services charges of \$34.99 and higher only.

\*\*Visit [www.att.com/wireless](http://www.att.com/wireless) for additional details regarding coverage, plan & feature details, and descriptions for applicable taxes and fees.

AT&T Mobility - BIS  
 Small Business Group

Proposal for: Harris Township

Date: 5/22/2017  
 Prepared by: Tara Fanth  
 AT&T Retail Sales Consultant



5

### Monthly Recurring Services

#### Voice Plan

Plan Description	Monthly Charge	Anytime Minutes	Nights & Weekend	Mobile to Mobile	Quantity	Total Monthly Charges*
Unlimited Plus for Business	\$295.00				1	\$295.00
					<b>1</b>	<b>\$295.00</b>

#### Features & Data Add Ons

Plan Description	Monthly Charge	Messages/Paging	Data Included	Quantity	Total Monthly Charges*
Mobile Protection	\$8.99			9	\$80.91
					<b>\$80.91</b>

### Equipment

#### Voice & Data Devices

Description	Charge	Quantity	Total Charges*
Iphone 7 128 GB 30 month Next	\$25.00	2	\$50.00
Ipad 128 GB		4	
Ipad 128 GB 20 month Next	\$28.00	1	\$28.00
		<b>7</b>	<b>\$78.00</b>

#### Incentives

Description	Amount	Quantity	Total*
BOGO Iphone Business			\$0.00
			<b>\$0.00</b>

### Summary

Monthly Recurring Mobility Charges\* **453.91 + applicable taxes and fee**

Total Upfront Cost **799.96 + applicable taxes**

Total Incentives **\$0.00**

\*Pricing does not include international usage, US or foreign taxes, FCC regulated charges, overages, other taxes or fees.

\* Price is a net total and reflects all applicable small business discounts and rebates.

+ AT&T Mobility Business Agreement discounts apply to primary monthly, recurring, voice & data services charges of \$34.99 and higher only.

\*\* Visit [www.att.com/wireless](http://www.att.com/wireless) for additional details regarding coverage, plan & feature details, and descriptions for applicable taxes and fees.

## Cari Ann

---

**From:** Cari Ann <harristownshipclerk@gmail.com>  
**Sent:** Tuesday, May 23, 2017 3:11 PM  
**To:** 'Becky Adams'  
**Subject:** RE: Verizon Ipads

Wow that wasn't at all what I was expecting. LOL I will figure out the monthly charges and figure out how much more our bill will go up depending on which one we choose.

*Cari Alleman*  
**Harris Township Clerk**  
**218-244-1811**

**From:** Becky Adams [mailto:beckymadams@gmail.com]  
**Sent:** Tuesday, May 23, 2017 12:46 PM  
**To:** Cari Ann <harristownshipclerk@gmail.com>  
**Subject:** Verizon Ipads

Here is what I received from Verizon:

Hello Becky,

Thank you for reaching out.

I have attached an updated document for your signature – these documents can be submitted within 30 days of dated signature.

For iPads, monthly access is \$39.99/mo/line for unlimited data (same as jetpacks and USB data cards). Pricing on the iPad ranges anywhere from \$359.99-\$1,029.99 depending on memory and model. For general email, mobile documents, etc., I would recommend the iPad 32GB (\$359.99); If you feel you'll need more internal memory, the 128GB is \$459.99.

Please let me know if you have any questions or concerns, or how you would like to proceed.

Thank you,



Josh Moshier  
Business Account Manager - Government

--  
Becky Adams  
218-259-1192



Don't just migrate... ASCEND.



Tech

AUG 27, 2014 @ 07:40 PM 40,162

# Dropbox Drops Price Of 1TB Storage To \$9.99 Per Month



**Amit Chowdhry**, CONTRIBUTOR

*I cover noteworthy technology, startups and gadgets* [FULL BIO](#) ✓

Opinions expressed by Forbes Contributors are their own.

Dropbox has [announced some major changes today](#). Dropbox is consolidating three Pro accounts into a single \$9.99 per month (or \$99.99 per year) plan for 1TB of file storage. Dropbox also released new file sharing and security controls today.

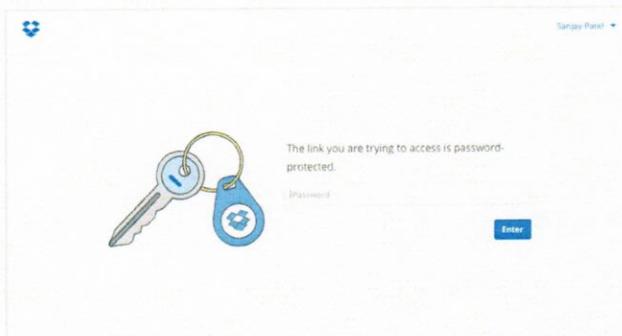
Dropbox's price drop now matches a similar plan offered by [Google](#) GOOGL -1.64% Drive, but still costs more than Microsoft's plans. A few months ago, Google dropped the price of 1TB storage on Google Drive by 80% to \$9.99 per month. For 1TB of data, Microsoft charges \$2.50 per user per month on OneDrive or \$6.99 per month [with an Office 365](#)

subscription. Dropbox Pro used to cost  \$9.99 per month for 100GB, \$19.99 per month for 200GB and \$49.99 per month for 500GB.

Dropbox added three new sharing controls for all of the Pro users:

### 1.) Passwords for shared links

This feature adds an extra layer of security for sharing links on Dropbox. Now file administrators can set up a password for shared links. Here is what the recipient sees for password-protected links:

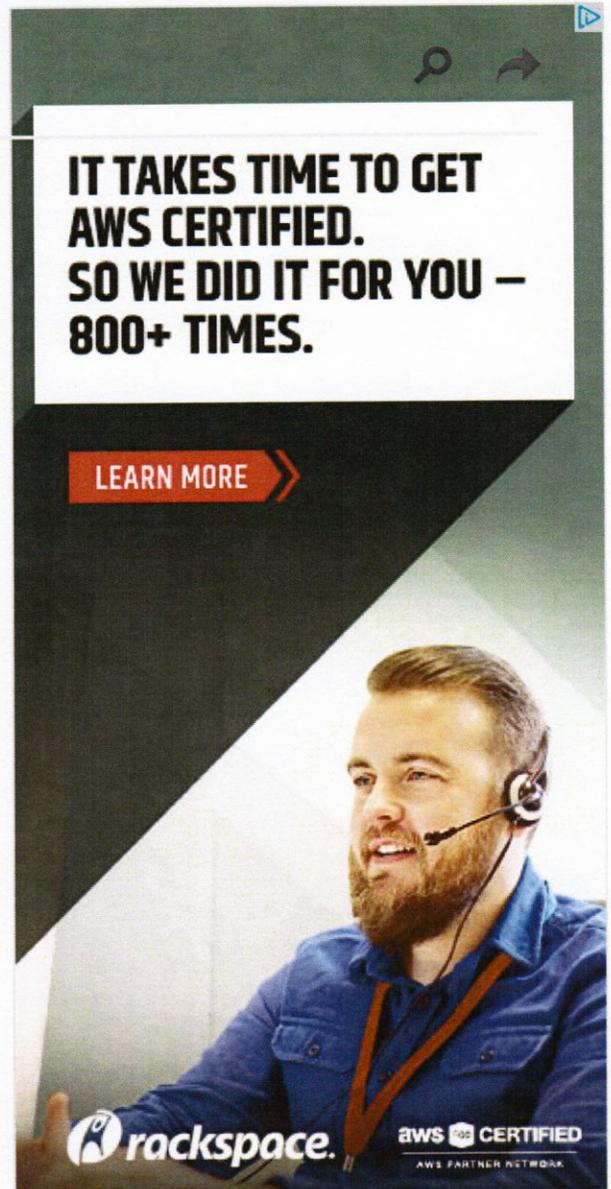


Dropbox Password Protection / Credit: Dropbox [+]

### 2.) Expirations for shared links

You can set a time limit for users to access your files. The default times are one day and one week, but you can select an exact time. This could be useful for a salesman that wants to share presentations with potential customers for only one day.

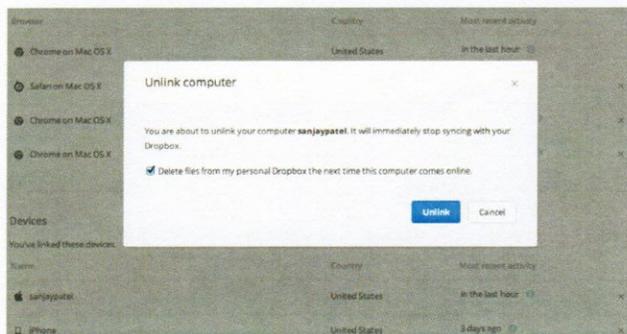
### 3.) View-only permissions for shared folders



This feature lets you decide whether recipients can edit or view files within shared folders. Setting shared folders as view-only can prevent someone from deleting or changing files inside of a folder. Files inside of these folders cannot be moved or edited by the recipient. However, recipients can drag a file to their hard drive as a copy.

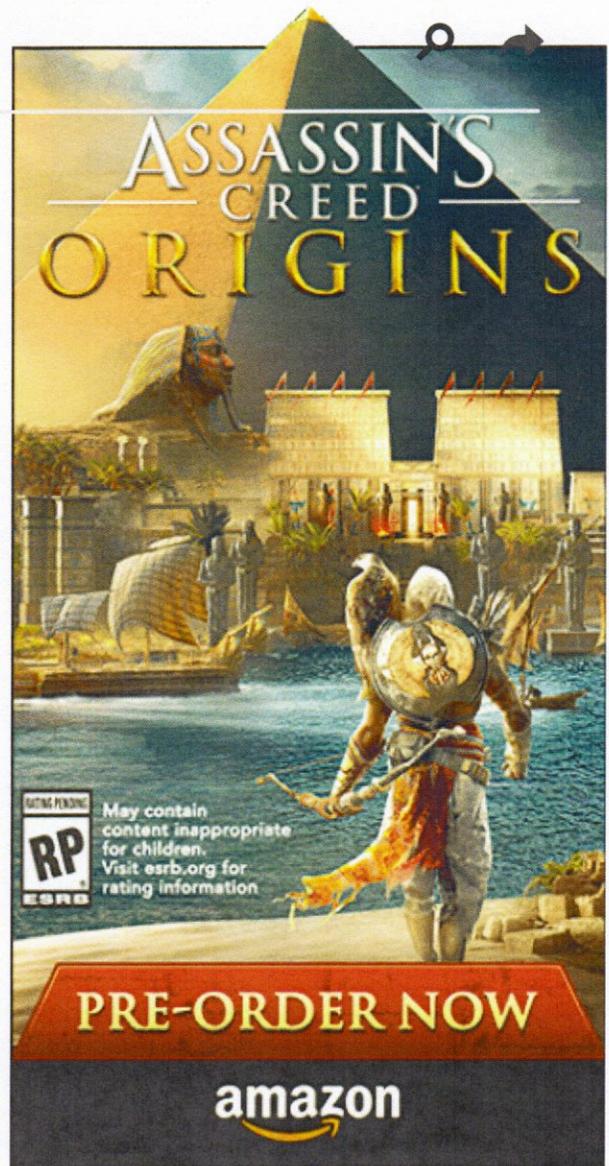
### Remote Wipe Security Feature

Another security feature that Dropbox launched for Pro users today is remote wiping. You can delete your Dropbox files from a lost or stolen device by logging in from a different computer. The lost or stolen device can be unlinked so that it stops syncing with new Dropbox files as well.



Dropbox Remote Wipe / Credit: Dropbox [+]

Dropbox has other options besides the Pro service. Dropbox Basic offers 2GB of free space and you can earn up to 16GB of additional space by referring several friends. When you link Dropbox to the Mailbox app for iOS, Dropbox will give you another 1GB free. The [Dropbox for Business](#) plan starts at \$15 per user per



month for five users. The Business plan includes 5TB for 5 users, unlimited file recovery, centralized billing, phone support and admin controls.

The remote wiping feature and additional sharing controls are available to new Dropbox users starting today. Existing Pro users will have access to the new features in the next few days.

Dropbox has over 300 million users, which is up from 200 million nine months ago. The company has raised \$1.1 billion in funding since it launched in 2007. In January, [Dropbox's \\$250 million round was reportedly based on a large \\$10 billion valuation.](#)



Forbes



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# Firewise Communities/USA® Recognized Sites 201

We need to define only material from the defensible space around home of 100' and driveway improvements of 12' wide x 14' high. Any other brush will not be hauled.

## Itasca County Chipper Days Pickup Dates

Project Area	Pickup Date	Contact	Email Address	Contact
City of Deer River	June 12th	Mark Box	boxm227@gmail.com	218-248-8194
City of Laprairie	June 13th	Laura Hess	hesslady@pauburnian.net	218-328-8884
Eagle Ridge Villas	June 13th	Jerry Thornton	geraldfthornton2267@comcast.net	218-969-9992
Buck Lake Association	June 14th	Amy Schenck	amyschenck175@ymail.com	612-508-5883
Deer River Township	June 14th	Terry Greenidge	pgreenid@pauburnian.net	218-248-8722
Chase Lake	June 18th-21st	John Moore	proccor@pauburnian.net	218-244-6351
City of Zumbro	June 19th-21st	Jonathan Reed	reedj31@netnet.com	218-259-5893
Moore Township	June 19th-21st	Gina Vockerman	gvocker@pauburnian.net	218-348-8094
Kuante DRI	June 20th-28th	Marty Christensen	scocop4545@aol.com	218-248-8264
Deer Haven Lake Rd	June 20th-28th	Darrel Murray	perrotti@pauburnian.net	630-640-717
Troga Beach Rd	July 10th	Rick Perry	johnnie5@earthlink.net	218-244-4662
Turtle Lake Rd	July 11th-13th	Tom McManis	johnnie5@earthlink.net	218-839-327
Theresa Island Lake	July 11th-13th	Steve Johnston	johnnie5@earthlink.net	612-418-41
Pine Pt Rd / Becker Rd	July 11th-13th	Stephen Long	LONGSTEPHEN@NETNET.COM	218-743-924
Deer Lake Association North	July 11th-13th	Joan Peltzist	joanpeltzist@netnet.com	651-271-33
Crooked Lake Rd	July 17th-20th	Laura Pederson	lpederson@netnet.com	218-327-35
W. McAulvy Lake	July 17th-20th	Cathy Davies	cdavies@pauburnian.net	218-920-55
Deer Lake Association South	July 24th-27th	Diana Lehting	lehtingd@pauburnian.net	218-327-93
Johnson Lake	July 24th-27th	Carolyn McElhatrick	normford@pauburnian.net	651-259-06
Summit Community	July 24th-27th	Norm Ford	normford@pauburnian.net	218-246-93
Harold Trap	July 31st-Aug 3rd	Rick Hauck	rahauck@pauburnian.net	218-658-28
Howstring Trap	July 31st-Aug 3rd	Chris Schultz	schultzc@pauburnian.net	218-632-35
Harrell South	July 31st-Aug 3rd	Al Campbell	alcampbell@pauburnian.net	651-334-44
West Bass Lake	August 7th-10th	Don Axzell	axzell@pauburnian.net	218-246-81
Single View Dr	August 7th-10th	Kathy Austin	kaygust201466@gmail.com	218-269-31
Army Beach Road	August 7th-10th	Bob Foss	TBD	218-259-31
Arts Township	August 7th-10th	TBD	TBD	TBD
Abena Trap	August 14th-17th	Louie Gueltzow	lgueltzow@gmail.com	218-999-9
Arba/Feeley	August 14th-17th	Liz Kung	kingliz@netnet.net	218-482-4
Big Lake Association	August 21st-24th	Joe Jansen	joeb@pauburnian.net	651-247-8
Big Lake Association	August 21st-24th	Brian Moxley	moxley7634@comcast.net	218-969-8
Wie Lake Rd	August 28th-31st	Jim Wernan	hwernan@netnet.com	218-244-7

see call designated area  
more information about  
per Days pickup dates

