

Supervisor Dennis Kortekaas 326-1882  
Supervisor Mike Schack 340-8852  
Supervisor Ken Haubrich 327-1351  
Supervisor Jim Kelley 327-0317  
Treasurer Becky Adams 259-1192  
Clerk Cari Ann Alleman 244-5070  
Deputy Clerk Kati Pierce 256-7411  
[harristownshipclerk@gmail.com](mailto:harristownshipclerk@gmail.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.

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

## REGULAR MEETING

### November 14, 2018 at 7:30pm

### AGENDA

1. **Pledge to the flag**, followed by the reading of the township mission statement
2. **Approve the Minutes**
  - A. Regular Meeting October 10
  - B. Work Session November 8 (re: Appointed vs Elected clerk and treasurer Budget to Actual).
  - C. Board of Canvass November 8 minutes.
3. **Additions and Corrections-**
4. **Business from the floor-** Please come up to the podium and state your name and address for the record
5. **Consent Agenda**
6. **Roads**
  - A. Wendigo Park Circle Update
  - B. Billboard Permit
  - C. Validation of Township Roads
  - D. Little Crystal Lane Turn-around update
  - E. 2018 Road Project update
  - F. Township Attorney Discussion
7. **Recreation**
  - A. Rink Attendant Update
8. **Correspondence**
  - A.
9. **Old Business**
  - A. November 8 work session update appointed vs elected clerk and treasurer and Budget to Actual.
  - B. Media Com update
  - C. Quotes for town hall flooring
10. **New Business**
  - A. Resignation of Caretaker; schedule work session
  - B. Approve Resolution Board of Canvass November 8 (Resolution 2018-004)
  - C. Certificate of Election & appointment of treasurer
  - D. Schedule budget sessions
  - E. Century Link Permit
  - F. Resolution for Cemetery Policy

- G. Cemetery Burial back-up plan
- H. Resolution for Appointed of Temporary Treasurer
- I. Use of Township Equipment
- J. Town Hall TLC

**11. Treasurer’s Report** – dated November 11, October financials, 2018

- A. Approve treasurers report
- B. Approve the payment of bills (include check numbers and amount)

**13. Public Input** (*please limit comments to 5 minutes*) please come up to the podium and state your name and address for the record

**14. UPCOMING Events / Meetings**

- Mon. Nov. 19 Itasca County Township Association.....7:00 pm Blandin Foundation
- Wed. Nov. 28 Planning and Development meeting..... 7:30 pm Harris Town Hall
- Wed. Dec. 12 Regular Meeting.....7:30pm Harris Town Hall

**15. Adjourn**

To be approved at the Regular Meeting

REGULAR MEETING  
October 10, 2018 at 7:30pm  
Minutes

Present: Supervisors, Peggy Clayton, Jim Kelley, Dennis Kortekaas, Mike Schack  
Treasurer: Becky Adams; Deputy Clerk: Kati Pierce

- 1. **Pledge to the flag**, followed by the reading of the township mission statement
- 2. **Approve the Minutes**

Regular Meeting, September 12, 2018 corrections: agenda needs to be removed; under Roads the 1<sup>st</sup> sentence met instead of meet; page 2 under internet access remove the word the; fix the phone the Board looked at "Verizon" for pricing; Motion to approve with the above corrections made by Supervisor Haubrich, Seconded by Supervisor Kortekaas, passed by all.

Work Session, October 4, 2018 (re: Cemetery, Public Lake Accesses, Appointed vs Elected clerk and treasurer). Motion to approve made by Supervisor Kortekaas, Seconded by Supervisor Haubrich and passed by all.

- 3. **Additions and Corrections-** Add rink attendance under Recreation; Add 2018 road updates under Roads; Add Mediacom update under Old Business, letter D. Motion to approve agenda with the additions made by Supervisor Kelley, Seconded by Supervisor Kortekaas and passed by all.

- 4. **Business from the floor-** Please come up to the podium and state your name and address for the record  
Jody Pakarski, 20236 Little Crystal Spring Road and Ranee Cole, 33171 Diamond Road – Came to the Board from the Soccer Board and would like to use the fields at Crystal Springs for additional space for the youth soccer program. The soccer season starts in May, 2019 and runs through June, 2019 depending on the weather. The soccer program covers all the painting of the field lines for the program and would do so after the mowing for the week is done. The Board has asked that they coordinate with the softball team to share the space, and has no objection to allowing them use of the fields.

- 5. **Consent Agenda**

- 6. **Roads**

- A. **Little Crystal Lane-** Supervisor Kelley was contacted by a realtor, and they have a couple that is interested in purchasing the lot at the end of the road, and they would like to confirm that they would have access to the property from the end of the Townships road. According to MN Statute 160.05 if we maintain the road for 6 years, the road would then be under our jurisdiction and it would be the Townships authority to allow them access to the property off of the end of the road. Motion to allow them access to the property they wish to purchase off of the end of Little Crystal Lane made by Supervisor Kelley, Seconded by Supervisor Kortekaas. Discussion took place. Supervisor Haubrich questioned about the authority under this Statute, and if that is to imply we need to authorize each person to have access off the ROW of our roads. The Board had a brief discussion on how difficult it would be to patrol those who are accessing land off of Township roads. It was decided

Supervisor Kelley will notify the realtor that the Board does not have an issue with them accessing the land off the road. Motion pulled from table.

- B. **2018 Road Update-** Supervisor Haubrich and Supervisor Kelley had a meeting with SEH; with the wet weather there is concern to be tearing up the roads knowing the colder weather is coming fast and they think it would be best to wait until next year and complete the 2018 projects with the 2019 road projects. There is the need to install the culvert on Field Crest road before the winter comes and Supervisor Haubrich recommended that Hawkinson do the install. Motion made by Supervisor Haubrich to move forward with Hawkinson completing the culvert, Seconded by Supervisor Kortekaas and passed by all.

## 7. Recreation

- A. **Rink attendance-** Supervisor Kelley and Madam Chair Clayton would like to start interviews soon. Madam Chair will be working on getting out notice and advertising on Facebook, the website and check into putting an ad in the paper as a last resort. She will talk to Express Employment to get things lined up.

## 8. Correspondence

- A. **Email RE: City of Grand Rapids Fireworks 2019-** Jeff Davies, Director of Public Works thanked the Board for support this year for the annual fireworks show. There will be a 10% increase in cost for the 2019 Fireworks show and he would like to equally share that cost with the City of Grand Rapids, City of Cohasset, the Blandin Foundation and Harris Township. He encourages the Board to consider this in their budget. Supervisor Kelley recommends placing this on the agenda at the annual meeting and allowing constituents to vote on the matter.
- B. **Email RE: Census Complete Count Committee-** Informational only.
- C. **Email RE: Government Workplace Symposium (Wilmar)-**Informational only.
- D. **Greater Pokegama Lake Associations Newsletter-** Supervisor Haubrich had requested that we be added to the mailing list so we will continue to receive the newsletter. Informational only.

## 9. Old Business

- A. **Work Session update on the Cemetery, Public access, and Appointed vs elected clerk and treasurer.** Supervisor Kortekaas reported on the updates. The Board had a work session and talked about our public accesses, and will continue to work on them. Board is also working on the Appointed v. Elected option on the ballot. The minutes of the meeting are in the packet to review and are also on the website. The Board also reviewed and worked on making changes to our cemetery policies. Please remember to pick up your flowers at the cemetery if you have not done so. In the next week Maintenance will be removing any flowers left and place them in a bin at the cemetery.
- B. **Updated RBA for Election Judges and Head Election Judge-** Informational only, this was already approved and the changes have been made. Supervisor Kelley raised the question on if we should we designate the alternate judge on the RBA. Madam Chair will confirm with the Clerk and MAT and if the designation needs to be on the RBA we will make that correction and bring back to the P&D meeting.
- C. **Stoney Point brushing update-** Supervisor Haubrich reports that the brushing is complete and the trees that are left to be removed along Stoney Point that are too close to power lines for Maintenance to do, will be done by Plackner.
- D. **Media com update-** Supervisor Kelley reported that work is on schedule and Mediacom should be able to start hooking residents up about the 1<sup>st</sup> of November.

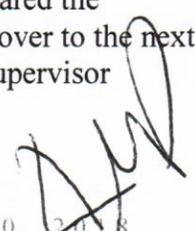
## 10. New Business

- A. **Lease for Lawful Gambling Activity-** Madam Chair was contacted by GRAHA and the Pickled Loon had an organization that pulled out of their pull tab spot. GRAHA would like to move in to that opening. Supervisor Kelley talked to the county today to see what the process is- the county refers them to the townships if they are applying as new applicants and after that the county will handle the renewals. Motion to sign said paperwork, so GRAHA can move forward with Pull Tabs at the Pickled Loon made by Supervisor Haubrich, Seconded by Supervisor Kelley, and passed by all.
- B. **Township Legal Seminar (Cotton)** - Madam Chair reports that Supervisors Schack, Kelley, and she attended this last Saturday. The seminar included topics such as roads, internet grants, ordinances, property clean up and annexation among others. She is happy to report we are ahead of the game with the grant received for Mediacom and our constituents receiving adequate internet soon. Overall it was full of great information to better aid the supervisors to make decisions for the township.
- C. **Old Point Comfort Platted Access-** The land department provided additional information for the Board to review. The Board would like to look at conducting a road tour to look at all these accesses as early as this fall. Supervisor Kelley did drive by the one in question and the issue has been resolved; it is clear of personal property. Madam Chair will send a letter to the constituent who brought this to the Board's attention. Because the accesses were developed when the plats were set with the purpose of allowing those in the plat access the Board would like a legal opinion on if we can put a sign up for all the access under its jurisdiction. If the legal opinion is that the Board has authority to mark these as public, the Board would like to move forward with doing so. Motion made by Supervisor Kelley for the Board to conduct road tour and public access drive on Tuesday, October 16<sup>th</sup> at 9am, Seconded by Supervisor Kortekaas and passed by all. The Board will meet at the town hall and take off from there. Deputy Clerk Pierce will post the road tour after tonight's meeting.
- D. **Schedule Work Session:** Motion made by Supervisor Kelley to set a work session on November 8<sup>th</sup> at 6pm to address Appointed vs Elected Clerk and Treasurer positions and adding in the cemetery as time allows. Seconded by Supervisor Haubrich and passed by all. Deputy Clerk Pierce to post this meeting and to attend.
- E. **FEMA-** Provided in the packet is an e-mail from FEMA regarding project DR4069. The project needs to be signed off as complete to release the remainder of the funds totaling \$3,638.93 from work done by Anderson Brothers on Mishawaka Road. Motion to sign off on the paperwork denoting the project is complete made by Supervisor Kelley, Seconded by Supervisor Haubrich and passed by all.

## 11. Treasurer's Report – dated October 10, September financials, 2018

A. **Approve treasurer's report-** Sept 1-Spt 30<sup>th</sup>- Treasurer Adams notes the large payment is due to the crack filling that was completed on the roads. We may have a higher outstanding balances showing based on when checks are cashed and when the report is pulled now that we are doing bills 2x/mo. Motion to approve the report made by Supervisor Kelley, Seconded by Supervisor Schack and passed by all.

B. **Approve the payment of bills-** (include check numbers and amount)- Treasurer Adams notes that all the bills are attached and in the packet. Supervisor Kelley asked about the printing of the bills and if this is necessary as we are now getting them in PDF format from Treasurer Adams and they are being sent to the printer in the same format. Deputy Clerk reports she does not print the bills. Madam Chair will confirm with the Clerk her need for printing. Derrick has started completing his time requests electronically. Amber is leaving a hard copy in the office and also sending a picture timely. Also noted is that now the Board is doing the bills 2x/mo. those that come in after the bill packet is prepared the Saturday before each regular meeting to the Wednesday of the meetings are being carried over to the next regular meeting. Supervisor Kortekaas made a motion to approve the bills, seconded by Supervisor Schack, and passed by all. Check numbers 18013-18031 totaling \$24,553.32.



Madam Chair reports that Amber will be gone October 13<sup>th</sup>-20<sup>th</sup>. She will be taking care of the hall while she is gone. There are a few renters already on the calendar during this time and she will be taking care of it and should be contacted for anything else that pops up.

**13. Public Input** (*please limit comments to 5 minutes*) please come up to the podium and state your name and address for the record

**14. UPCOMING Events / Meetings**

- Mon. Oct. 15 Itasca County Township Association.....7:00 pm Blandin Foundation
- Tue. Oct. 16 Township Road Tour and Public Access Drive.....9:00 am Harris Town Hall
- Wed. Oct. 24 Planning and Development meeting..... 7:30 pm Harris Town Hall
- Tue. Nov. 6 Election Day.....7:00 am- 8:00 pm Harris Town Hall
- Thur. Nov. 8 Work Session, Appointed v. Elected/ Cemetery.....6:00 pm Harris Town Hall
- Wed. Nov. 14 Regular Meeting.....7:30pm Harris Town Hall
- Wed. Nov. 28 Planning and Development meeting..... 7:30 pm Harris Town Hall

**15. Adjourn**

Motion to adjourn made by Supervisor Kortekaas, Seconded by Supervisor Kelley and passed by all.

Prepared by: Kati Pierce  
Signature 

Madam Chair: Peggy Clayton  
Signature \_\_\_\_\_

Harris Town Board  
Work Session  
November 8, 2018 6:00 pm  
Harris Town Hall  
Minutes

Pledge

Appointed v. Elected

Appointed won: the board will appoint the current treasurer by Resolution; with pay to stay the same. Clayton- got the job descriptions from Corrie and Roupi (attorneys) for Treasurer and Clerk. Along with the county description of a treasurer position. Another hand out was the Blackberry township clerk position. Sample Interview questions were also included in handouts.

Board worked on qualifications.

Board worked on what is included with salary.

\$9,000- \$10,800 is the salary range.

Hours- there are things that have to be done by Regular and P & D Meetings.

Interview questions- Becky and Peggy will work on the draft job description and interview questions.

Interviews will be the full board, closed meetings.

Time line- Hopefully approve the job description and qualifications at the P & D meeting.

- Cemetery- didn't work on.
- Budget to actual- Treasurer made copies of the budget for the board, all are going to look over and ask questions if needed. Will schedule budget work sessions at regular board meeting.

Motion to adjourn at 7:53 made by Kelley seconded by Haubrich passed by all.

Prepared by: Cari-Ann Alleman  
Signature \_\_\_\_\_

Madam Chair: Peggy Clayton  
Signature \_\_\_\_\_

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Harris Town Board  
Board of Canvass  
November 8, 2018 5:45 pm  
Harris Town Hall  
Minutes

Present were: Jim Kelley, Ken Haubrich, Mike Schack, Peggy Clayton, Treasurer  
Becky Adams, Clerk Cari Ann Alleman.

Board of Canvass- clerk Alleman read election results, and give certificate of election  
at the next regularly scheduled meeting November 14, 2018.

Write in for **Seat A**: Jim Keenan (1), Greg Cottingham (1), Becky Adams (1), Rachel  
Newman (1), Chris Rycart (1), Steve Truneu (1), Steve Erickson (1), Write in's from  
absentee ballots we did not receive.

Write in for **Seat D**: Jim Keenen (1), Murry Ward (1), Greg Rayment (1), Bill Holsman  
(1), Chris Rycart (1). Write in's from absentee ballots we did not receive.

Write in for **Seat E**: Jim Keenen (1), Chris Degarmo (1), Michelle Smith (1), Jared  
Arendt (1), Matt Leeb (1), Steve Nelson (1), Joe Canella (1). Write in's from absentee  
ballots we did not receive.

Write in for **Treasurer** seat: Larry Key (1) Vicki Dunnell (1), Nancy Block (1), Becky  
Adams (17), Peggy Clayton (1), Jim Kelley (3), Michelle Smith (4), Ken Haubrich (1),  
Jean Goad (2), Cheryl Kallberg (1), Steve General (1), Cari Alleman (1), Linda Kresal  
(1), Tom Stanley (1), Dorey Jahn (1), Jeremy Bundermann (2), Char Lorensen (1),  
Tom Greinger (1), Bev Koger (1), Dan Butterfield (2), Buffy Leeb (1), Michael Davis  
(1), Rusty Eichorn (1), Wade Trast (1), Bob Heusten (1), Chris Kassler (2), Toni Major  
(1), Steve Erickson (1), Kati Marcotte (1), Kathy Gunderson (1), Dan Bergman (1).  
Write in's from absentee ballots we did not receive.

Open at 5:45 pm read the results, and closed the meeting at 5:56 pm.

Prepared by: Cari-Ann Alleman  
Signature \_\_\_\_\_

Madam Chair: Peggy Clayton  
Signature \_\_\_\_\_

CB

Not sure who wants this... I just received a phone call about a bill board permit for hwy 169. It's paul Shorma, who has the big electric one out on high way two... please  
Call 218-742-1094.

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## Using the Plan

The purpose of this plan is to guide community decisions and investments within its sphere of authority and to be used by Harris as the basis for its efforts to influence, coordinate and cooperate with other governmental entities that make decisions and investments within and affecting the Harris community.

**The plan will guide community decisions and investments regarding:**

- Land Use
- Roads & Transportation
- Recreation
- Wastewater Treatment

**Harris will use the plan to:**

- Influence decisions by Itasca County concerning matters such as comprehensive planning, zoning, subdivisions, and roads.
- Coordinate actions with the City of Grand Rapids regarding cooperative approaches to matters such as road and highway development, trails and recreation, and fire protection.
- Foster cooperation with other townships and communities regarding matters such as wastewater treatment on lakes and fire protection.
- Initiate cooperation and coordination with other public and private entities such as the DNR regarding forest land and recreation facilities, and UPM-Blandin regarding forest land.



# Harris Township

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## Comprehensive Plan

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### 2017 Update

## The Factors

- ❖ **Utility Service Area Expansion**  
Recent and continuing extension of natural gas service into large portions of Harris and the ongoing expansion of the area served by high speed broadband Internet service.
- ❖ **Population Dynamics**  
Smaller average-sized households lead to more housing units; increased mobility allows people to live further from Grand Rapids; increased mobility increases number of trips generated per household; conversion from second home cabins leads to more year-round residences.
- ❖ **Impact of Development on Previously Undeveloped Land**  
Changes in land ownership and economics drive development of previously undeveloped (and assumed to remain undeveloped) land such as farms, forested areas, marginal shoreland, and former gravel pits. Increase in demand for land and land values encourage subdivision of land into the minimum size parcels required by zoning.
- ❖ **Grand Rapids Growth**  
Grand Rapids is a dynamic community with much of its physical growth, especially commercial development, trending in Harris Township's direction

## Impacts

The following are the likely impacts of these factors upon Harris; any given impact may be generated by one or more of the factors. Depending on one's perspective the impacts of these factors could be seen as positive or negative.

- Increased incentives for new residential and commercial development.
- Intensified commercial development further south along Highway 169.
- Increase in employment and business development opportunities for existing and potential Harris Township residents.
- New housing development is at densities greater than previous development.
- Increased housing opportunities.
- Maintained pressure to create rural subdivisions at or near minimum required lot sizes in the Township.
- More housing developments.
- More year-round residents for involvement in community affairs and activities.
- Increased land value and property tax base.
- Increase in vehicular traffic on arterial roads, especially commercial trucks and general auto along Harris Town Road.
- Increased traffic volume, speed, and safety issues.
- Increased wear and tear on Township roads.
- Demand for additional or upgraded roads.
- Loss of defining rural open space such as farm fields and forests.
- Residents, especially those who have lived in the Township for a longer time, perceive a general diminishment of sense of ruralness (which can take many forms such as loss of dark night sky, more ambient man-made noise, increased traffic, loss of open land to hike/play in, etc.).
- Increase in use of public boat accesses on Pokegama Lake causing, in some cases, user conflicts.
- Increase in airport traffic and subsequent noise pollution.

◀ 7 ▶

## North of Pokegama Lake

Residential development at exurban densities will dominate this area although extensive areas of undeveloped private land will remain either through the landowner's choice or market forces. Agricultural activity will gradually decline. Home businesses and occupations will be present. Except for pre-existing businesses there will be no businesses unassociated with a residence.

## South of Pokegama Lake

This portion of the township will retain the greatest rural feel to it, especially east of Highway 169 where agriculture and forestry are the dominant land uses. Most residential development will be on single, large lots. Home occupations and businesses, a hallmark of rural living, will be present. The large tracts of public and privately owned forest land will remain as actively managed forestland that is also available for recreational purposes.

## Highway 169 Corridor

The Highway 169 corridor running south to north through the community, across Pokegama Lake and into Grand Rapids represents Harris' best opportunity to enhance its property tax base through commercial and light industrial development. In general terms, the community supports:

- **North of Pokegama Lake:** the area supported for potential future commercial development is expanded to include most of both sides of the highway. The Township favors commercial development that requires highway access and visibility, large lots and open areas (e.g., auto dealerships, contractors, storage, etc.) but commercial/light industrial development of any suitable and allowable nature will be supported. **Within the shaded corridor area shown in Map 3 the Township will support requests by landowners to rezone their property to Light Industrial / Commercial.**
- **South of Pokegama Lake:** commercial and light industrial development will be encouraged on land already zoned for these uses or is already being used for commercial purposes. Types of likely uses include food and beverage and convenience stores serving area residents, lake users and drive-by traffic. Light industrial uses as allowed by County zoning would be supported.
- **Placement of off-site signs (billboards) within the corridor is not supported.**

Highway 169 north of Pokegama Lake will be a limited access route with the following policies used to the extent possible:

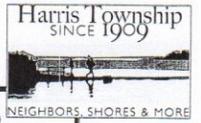
- New public street connections would be constructed with turn lanes and/or bypass lanes consistent with Mn/DOT guidelines.
- Direct private access to Highway 169 will be discouraged. Existing access to private property that does not conform to access policies could remain in use but may be subject to modification or closure when the land use is intensified, the property is redeveloped, or the highway improved.
- New access to private property would be provided by the existing local road network wherever possible. If reasonably convenient and suitable access is not attainable from the local road network, a parcel may be allowed one direct access to Highway 169.

Of particular interest on the north side of the lake is the need to adequately control water runoff and sedimentation. There is already an issue with this regarding sediment flowing into the lake on the east side of the causeway. Increased development will include additional amounts of impervious surfaces that could worsen the runoff issue. Site design for all new development within the corridor must fully incorporate water runoff measures so as to protect the lake from any degradation.

◀ 11 ▶

## Chapter 4

HARRIS TOWNSHIP  
COMPREHENSIVE PLAN: 2017



# The Future Harris Township

## Goal: A Rural Community

It is Harris Township's goal that it will be a fully intact, rural, predominantly residential community complementing the greater Grand Rapids area and Itasca County as a whole, whose rural qualities will vary as appropriate within the Township, and whose central physical feature is the clean and attractive waters of Pokegama Lake.

The attributes that describe the essence of the future Harris Township are:

- An integral, valuable, component of Itasca County providing recreational opportunities, especially in the form of Pokegama Lake, offering a mix of rural residential conditions, and acting as the attractive southern gateway to Itasca County and the Grand Rapids area.
- Although there will be areas of more intensive commercial and residential development, the overall sense is of a rural community in terms of types of land use, density of development, and environmental characteristics such as low levels of man-made noise, dark night sky, and general feeling of openness.
- Pokegama Lake as the keystone natural feature in the community providing superb recreation opportunities and scenic views.
- A community whose territorial extent remains as it is today.
- Continuation of local self-governance whether as a Township or an incorporated city.

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Related to the runoff issue is a concern about phosphorus loading into the lake from various locations including the Mishawaka Road / Hwy 169 area and large areas around the south shore of the lake.

## Community Facilities

All existing recreational facilities will be retained and upgraded as appropriate. This includes boat accesses at which attempts will be made to expand parking. Connections to regional recreational trails, including those within Grand Rapids, will be sought to provide enhanced flow through Harris. Where possible, roads will be improved to provide safe walking/bicycling use. State and County will be encouraged to retain all existing publicly owned lands that support recreational opportunities, sound forestry management, and/or sustain desired rural character.

## Roads

The two primary access routes through the township and into Grand Rapids are Highway 169 and the River Road (CR 3). The Harris Town Road is the major east-west route. All three routes will handle commercial through truck traffic.

The Airport Road will be a secondary access route into Grand Rapids but primarily for local traffic. It will not be a designated through truck route. Improvements may be made to enhance safety but the road alignment will not be changed.

All other roads will remain as local roads providing direct access to land or collecting traffic from local roads to feed to the primary road routes.

A new road parallel to the Mishawaka Road as it heads north would alleviate safety issues along this section of road, provide access to developable land, and facilitate local traffic flow into Grand Rapids. Map 4 shows a likely alignment for this new road.

◀ 13 ▶

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## Using the Plan

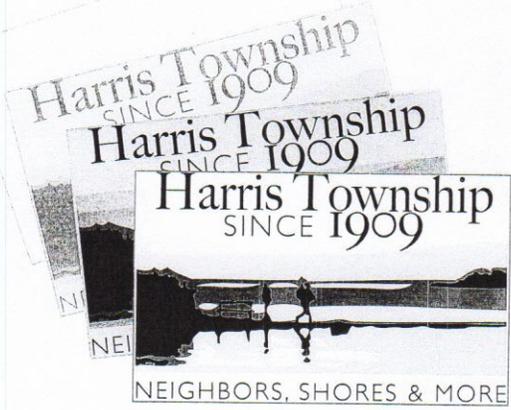
The purpose of this plan is to guide community decisions and investments within its sphere of authority and to be used by Harris as the basis for its efforts to influence, coordinate and cooperate with other governmental entities that make decisions and investments within and affecting the Harris community.

**The plan will guide community decisions and investments regarding:**

- Land Use
- Roads & Transportation
- Recreation
- Wastewater Treatment

**Harris will use the plan to:**

- Influence decisions by Itasca County concerning matters such as comprehensive planning, zoning, subdivisions, and roads.
- Coordinate actions with the City of Grand Rapids regarding cooperative approaches to matters such as road and highway development, trails and recreation, and fire protection.
- Foster cooperation with other townships and communities regarding matters such as wastewater treatment on lakes and fire protection.
- Initiate cooperation and coordination with other public and private entities such as the DNR regarding forest land and recreation facilities, and UPM-Blandin regarding forest land.



# Harris Township Comprehensive Plan 2017 Update



## Sense of Place

What is it that makes Harris Township, Harris Township? What are the values and features that define the community and contribute to its positive sense of place? What factors, if lost or diminished, would reduce that essential "something" that makes this place special? To these questions, the citizens of Harris Township offer the following:

**Sense of Ruralness**

- Open space
- Rural landscape of fields and forest
- Overall low density of development
- Sense of personal safety
- Environmental quality – high quality ground and surface water, low ambient noise

**Pokegama Lake**

- Premier recreational resource
- Defining natural asset of community

**Ease of Access into Grand Rapids**

- Employment
- Shopping and services
- Governmental services
- Entertainment
- Social / Religion / Education

**Local Government**

- Direct citizen involvement
- Lower cost and complexity

- County State Aid Highway 3 (River Road) runs on the eastern side of the Township providing access to Grand Rapids; it has much less traffic than Highway 169.
- County Road 457 (Airport Road) provides access into Grand Rapids although a series of 90-degree turns and a narrow road surface limit its viability as a major route.
- Country Road 64 (Harris Town Road) is the primary east-west route in northern Harris Township.

Other major County roads in the Township include: CR 66, or LaPlant Road, which provides the east-west corridor along the south shore of Pokegama Lake; CR 67, which provides another east-west connection in the far south of the Township; CR 437, or Crystal Springs Road/Shadywood Road, which provides access into the Stony Point area; and CR 250, or South Crystal Springs Road, which provides access south of the area.

The Township owns and maintains approximately 33.85 miles of roads; of these 26.55 miles are paved. The Appendix contains a listing of these roads along with a map.

Highway 169 will likely continue to experience an increase in traffic volume but the road is capable of handling it. However, conflicts at certain intersections – LaPlant/Southwood Road and Harris Town Road may increase. Also, there is a need to address perceived safety concerns along the highway from Harris Town Road to Grand Rapids.

The Harris Town Road will see increased traffic including substantial rises in through commercial truck traffic, which will be accessing businesses in southern Grand Rapids. This will cause issues regarding traffic volume (noise, turning conflicts), loss of rural character, and safety (at such intersections as Wendigo Park Road and River Road).

Finally, the town recognizes the need for a new road to essentially parallel the Mishawaka Road where it runs north along Lake Pokegama. This section of road has numerous safety issues related to road alignment, boat access area, and increasing traffic volumes. A parallel roadway would alleviate these issues and serve future development. The timing of constructing this road will likely be driven by that future development.

### Community Facilities

Harris Township owns and operates a number of facilities serving residents and visitors.

- Town Hall.
- Crystal Springs Park: baseball field with bleachers, hockey/skating rink with warming house, swings, climbing structures, basketball court, volleyball court, game court, pavilion.
- Wendigo Park: baseball field (full fencing, skinned infield, bleachers), hockey rink with warming house, tennis courts.
- Wendigo Picnic Area: picnic tables, open space and across the road a walk-in access to Hale Lake.
- Five boat accesses on Pokegama Lake – Casper Landing, LaPlant Road, Woodtick Lake, Mishawaka Road, Robinson Road [see Map A-2 in Appendix].
- Service Center: maintenance facility, offices for maintenance and treasurer, meeting space.
- Harris Township Cemetery.

In general the Township's recreation facilities are sound with only minor upgrades required. However, boat accesses on Pokegama Lake may need attention due to increased use. The Casper Landing access has user conflicts between boaters and swimmers, even though it is not a designated beach. The LaPlant Road, Robinson Road and Woodtick accesses have limited

Action Plan



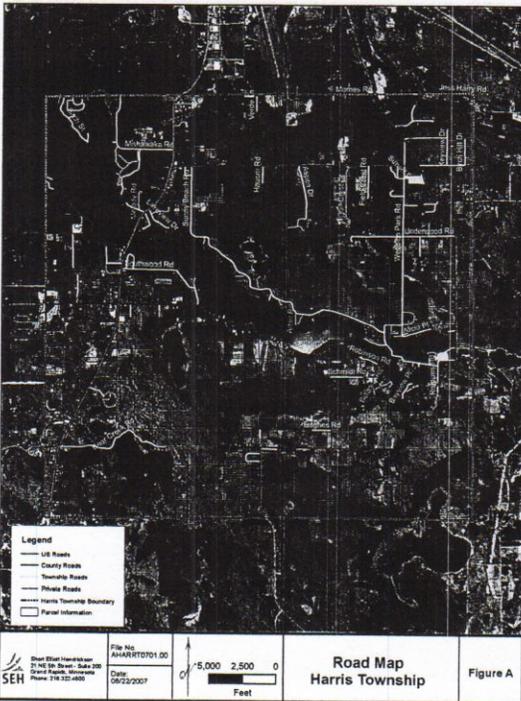
Harris Township has identified strategies intended to bring about the future conditions described in this plan. Implementing actions are identified for each strategy.

Land Use

Recognizing that primary authority for land use controls rests with Itasca County, establish cooperative relationships with the County to secure type and administration of land use controls essential to implementing this plan.

- 1 Adopt this updated comprehensive plan.
- 2 Request Itasca County to incorporate the updated Township plan into the County comprehensive plan.
- 3 Encourage Itasca County to support requests to rezone property to Light Industrial / Commercial within the Highway 169 Commercial Development Corridor.
- 4 Encourage the county to enforce all land use and sanitary ordinances through vigorous and consistent action.
- 5 Work with the Minnesota Department of Natural Resources, Minnesota Pollution Control Agency, and US Army Corps of Engineers to initiate a preliminary review of possible issues involving inadequate connections between Pokegama Lake and Woodtick and Hale Lakes.

Map A-1. Harris Township Roads



Appendix



A. Roads

Table A-1. Harris Township Roads

Road	Miles	Road	Miles
<b>GRAVEL ROADS</b>			
Bay View Place	0.30	Pine Crest Road	0.20
Bear Creek Road	1.70	River Ridge Road	0.20
Breezy Lane	0.10	River View Drive	0.60
Carol Street	0.20	Root Road	0.30
Davis Road	0.10	Schmidt Road	0.45
Forest View Trail	0.10	Sunset Drive	0.20
Hauser Road	0.25	Sunset Lane	0.30
Hughes Road	0.25	Vroman Road	0.25
Jane Lane	0.50	Wagon Wheel Court Road	0.25
Lake View Trail	0.30	Wendigo Heights Road	0.10
Metzenhuber Road	0.10	Wendigo Park Circle	0.40
Nancy Drive	0.25	Wendigo Picnic Park (parking lot)	N/A
Norway Road	0.10	Wendigo Park (parking lot)	N/A
Pennela Road	0.10		
			<b>Total Gravel Miles</b>
<b>PAVED ROADS</b>			
Alicia Place	0.55	Mohawk Drive	0.08
Alicia Spur	0.10	Nicholas Street	0.40
Apache Drive	0.20	Norberg Road/Drive	0.60
Aspen Drive	0.75	Pine Landing Drive	0.45
Birch Hills Drive	0.38	Pine Street	0.15
Birch Street	0.80	Robinson Road	0.30
Casper Landing (Troop Town)	0.20	Romans Road	0.25

C. Population

Table A-2. Harris Township Population, 2000 and 2010

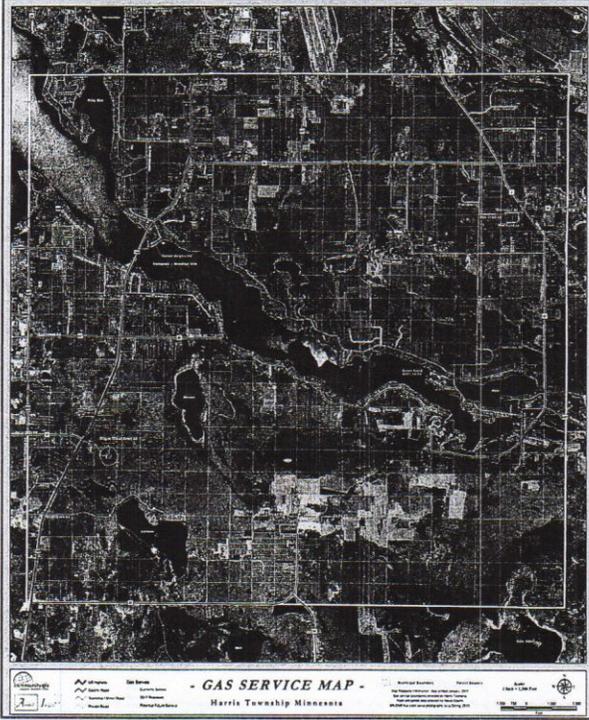
Age Group	2000	2010	Change
<5	158	161	1.9%
5-9	195	187	-4.1%
10-14	279	207	-25.8%
15-19	274	210	-23.4%
20-24	145	127	-12.4%
25-29	112	138	21.4%
30-34	168	169	0.6%
35-39	254	180	-29.1%
40-44	299	192	-35.8%
45-49	349	255	-26.9%
50-54	284	297	4.6%
55-59	202	319	57.9%
60-64	174	243	39.7%
65-69	152	203	33.6%
70-74	133	153	15.0%
75-79	82	104	26.8%
80-84	33	64	93.9%
85+	35	46	31.4%
<b>Total</b>	<b>3,328</b>	<b>3,253</b>	<b>-2.3%</b>

Source: US Census

Table A-3. Harris Township and Itasca County Population and Household Trends

	Census				Change	
	1990	2000	2010	2015	1990-2000	2000-2015
<b>Harris Township</b>						
Population	2,868	3,328	3,253	3,276	15.2%	-1.6%
Households	1,028	1,290	1,297	1,311	25.5%	1.6%
Persons/Household	2.81	2.58	2.51	2.49	-8.3%	-3.5%
<b>Itasca County</b>						
Population	40,863	43,992	45,058	47,344	7.7%	7.6%
Households	15,478	18,103	18,773	19,206	17.0%	6.1%
Persons/Household	2.64	2.43	2.40	2.47	-8.0%	-4.5%

Note: 1990-2010 are decennial Census, 2015 is an estimate by State Demographic Center.



Map A-3: natural gas service area

◀ 23 ▶



**Agreement for Services  
between  
Town of Harris  
and  
John W. Powers, dba Applied Insights<sup>north</sup>**

THIS CONSULTING AGREEMENT ("Agreement"), dated as of the latter of the signature dates below (the "Effective Date"), is entered into by Town of Harris, a political subdivision of the State of Minnesota, having a mailing address of Harris Township Service Center, 208706 Wendigo Park Road, Grand Rapids, MN 55744 ("Town") and John W. Powers, a resident of the State of Minnesota, d/b/a as Applied Insights<sup>north</sup>, an assumed name duly registered in the State of Minnesota, with a principal place of business at 181 Farley Lane, Duluth, Minnesota 55803 ("Consultant").

**I. Description of Services**

Throughout the Term of Agreement, Consultant shall assist Town in preparing a comprehensive plan. Consultant will provide consulting services as identified in Attachment A, attached hereto and incorporated in whole by reference thereto.

**II. Term of Agreement**

This agreement will become effective on the Effective Date and will remain in effect until Consultant has completed Services to the satisfaction of the Town, which in no event shall be later than July 31, 2017.

**III. Compensation**

A. **Cost of Services.** Payment for the base level of services to be provided under this agreement shall not exceed \$6,220. This amount includes costs for professional time, travel, approved subcontractors, and other project costs incurred by Consultant and no additional costs for the same shall be approved or paid by the Town.

B. **Costs for Additional Services.** The Town may assign additional services such as extra meetings that lie outside of the work tasks specified in Attachment A. The cost for these Services will be at the Consultant's hourly rate and for an amount agreed to in writing by both parties.

C. **Payment Terms.** Town agrees to pay, within 30 days of receipt, all uncontested amounts shown on invoices presented by Consultant to the Town. Invoices will indicate a description of work completed with a degree of sufficiency to allow the Town to ascertain what Services are identified. Contested amounts shall be resolved to the Town's satisfaction upon which payment shall be made.

Consultant will disclose his social security number to the Town.

**IV. Subcontractors and Other Terms and Conditions**

A. It is understood and agreed that the Consultant will subcontract for the services of Community GIS Services, Inc. (Duluth, MN) to perform certain of the services to be provided by the Consultant and described in Attachment A and that the fee for said subcontractor is included in the price of this contract as stated in Section III.A.

B. Consultant shall not retain any other subcontractors for performance of any Services contemplated under this Agreement without the prior written approval of Town, and subject to such conditions and provisions as the Town may deem necessary. Any attempt to assign or transfer without such prior written approval shall be void and without legal effect. Consultant represents that only he and any approved subcontractors shall perform the Services set forth herein.

*What is the hourly rate?*  
*Who are approved subcontractors?*  
*Not BS?*

**V. General Terms and Conditions**

A. **Qualifications.** Consultant represents he is qualified to perform Services set forth herein and has the right, power and authority to enter into this Agreement and bind himself hereto. Consultant shall provide the Services and meet his obligations under this Agreement in a timely and workmanlike manner, using knowledge and recommendations for performing Services which meet the generally acceptable standards in Consultant's industry and region.

Town represents that it is duly organized, validly existing, and in good standing and has the right, power and authority to enter into this Agreement and binds itself hereto through the parties set forth as signatories for the Town herein below.

B. **Consultant Relationship to Town.** At all times and for all purposes hereunder, Consultant is not an employee of the Town but is and shall be an independent contractor to Town. No statement contained in this Agreement shall be construed so as to find Consultant to be an employee of the Town, and Consultant shall not be entitled to any of the rights, privileges, health/death benefits, and indemnification for third-party personal injury/property damage claims. Consultant acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise, shall be made from the payments due Consultant and that it is Consultant's sole obligation to comply with the applicable provisions of all Federal and State tax laws.

Town does not retain the right to control and direct Consultant as to details and the means by which assignments are accomplished. Consultant shall at all times and for all purposes use his own vehicles and equipment for completion for the Services described herein. Consultant agrees not to represent himself as Town's agent or spokesperson either during or after the period of this Agreement, nor to make known any information relating to activities of Town, unless authorized by Town.

C. **Amendments.** Any alteration, variation, modification or waivers of the terms of this Agreement, including cost of Services, shall be binding on Town and Consultant only upon being reduced to writing and signed by an authorized representative of each party. Any party's failure in any one or more instances to insist upon strict performance of any of the terms and conditions of this Agreement or to exercise any right herein conferred shall not be construed as a waiver or relinquishment of that right or of that party's right to assert or rely upon the terms and conditions of this Agreement. Any express waiver of a term of this Agreement shall not be binding and effective unless made in writing and properly executed by authorized representatives of each party.

D. **Notices.** Any notice, demand, or other communication under this Agreement by any party to the other shall be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, overnight delivery or delivered personally to the following (or their successors or assigns):

CONSULTANT	TOWN
John W. Powers	Clerk
181 Farley Lane	208706 Wendigo Park Road
Duluth, Minnesota 55803	Grand Rapids, Minnesota 55744

**E. Data and confidentiality.**

1. Informational data collected, created, received, maintained, or disseminated for any purposes by the activities of the Consultant because of this Agreement is governed by the Minnesota Government Data Practices Act, M.S. Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy.

2. Consultant shall not use or disclose any information that is disclosed to Consultant in the provision of Services for any purposes unless such use or disclosure is required for the provision of Services as contemplated under this Agreement and is authorized by the Town. Consultant will protect such information and treat it as confidential.

3. Town agrees that it will make available all pertinent information, data and records under its control for Consultant to use in the performance of this agreement, or to assist Consultant wherever possible to obtain such records data and information.

65

# 2018 TWP Road Information

6C

Township	Road Name	Length of Road (Miles)	Contract Start Year	Proposed Length (Miles)	Private
Harris Township	Alicia Place	0.55	2018	0.55	<input type="checkbox"/>
	Alicia Spur	0.10	2018	0.10	<input type="checkbox"/>
	Apache Drive	0.20	2018	0.20	<input type="checkbox"/>
	Aspen Drive	0.75	2018	0.75	<input type="checkbox"/>
	Bayview Place	0.30	2018	0.30	<input type="checkbox"/>
	Bear Creek Road	1.70	2018	1.70	<input type="checkbox"/>
	Birch Hill Drive	0.38	2018	0.38	<input type="checkbox"/>
	Birch Street	0.80	2018	0.80	<input type="checkbox"/>
	Breezy Lane	0.10	2018	0.10	<input type="checkbox"/>
	Carol Street	0.20	2018	0.20	<input type="checkbox"/>
	Casper Landing	0.20	2018	0.20	<input type="checkbox"/>
	Chippewa Drive	0.30	2018	0.30	<input type="checkbox"/>
	Davis Road	0.10	2018	0.10	<input type="checkbox"/>
	East Harris Road	0.60	2018	0.60	<input type="checkbox"/>
	Field Crest Road	0.50	2018	0.50	<input type="checkbox"/>
	Forest View Trail	0.10	2018	0.10	<input checked="" type="checkbox"/>
	Gary Drive	0.45	2018	0.45	<input type="checkbox"/>
	Harbor Heights Road	0.30	2018	0.30	<input type="checkbox"/>
	Hauser Road	0.25	2018	0.25	<input type="checkbox"/>
	Hughes Road	0.25	2018	0.25	<input type="checkbox"/>
	Isle View Road	0.30	2018	0.30	<input type="checkbox"/>
	Jane Lane	0.50	2018	0.50	<input type="checkbox"/>
	Jess Harry Road	0.10	2018	0.10	<input type="checkbox"/>
	Kathryn Avenue	0.25	2018	0.00	<input type="checkbox"/>
	Keyview Drive	0.50	2018	0.50	<input type="checkbox"/>
	Lakeview Drive	0.40	2018	0.40	<input type="checkbox"/>
	Lakeview Trail	0.30	2018	0.00	<input type="checkbox"/>
	Little Crystal Lane	0.50	2018	0.50	<input type="checkbox"/>
	Melody Road	0.25	2018	0.25	<input type="checkbox"/>
	Metzenhuber Road	0.10	2018	0.10	<input type="checkbox"/>
	Mishawaka Road	1.55	2018	1.55	<input type="checkbox"/>
	Mishawaka Shores TR	0.60	2018	0.60	<input type="checkbox"/>

9c

**Subject** Fw: floor bid  
**From** Peggy Clayton  
**To:** Peggy Clayton <peggy.clayton@co.itasca.mn.us>  
**Date** Sun, Apr 29 2018 at 8:15 PM

Sent from Yahoo Mail for iPhone

Begin forwarded message:

On Thursday, April 26, 2018, 4:06 PM, SHAWNA JONES <busybeesqcs@msn.com> wrote:

Hi Peggy

here is the price for the strip and wax service for the Harris town hall .

strip and wax, with facility/townhall removing items from floor space to service floors. \$730.00  
+tx (extra fees added for removal of larger items from floor space)  
(please note if your facility is tax exempt we will need to have a tax exempt sheet  
emailed before services begin).

Thankyou Busy Bees Qcs 😊

p.s. please let us know if you received this email.

9c



October 31<sup>st</sup>, 2018

1100 Pokegama Avenue South  
Grand Rapids, MN 55744  
218-326-3948

**Harris Town Hall**

**Estimate for Professional Cleaning:**

Floor Cleaning 10-12 Hours	\$825.00
VCT Tile & Vinyl: Includes Machine and Product	

**THANK YOU FOR ALLOWING US TO WORK WITH YOU!**

QC

# Estimate

Filthy Clean Inc  
 PO Box 187  
 Grand Rapids, MN 55744

Date	Estimate #
11/7/2018	1066

Name / Address
Harris Town Hall Jim Kelly 21998 Airport Rd Grand Rapids MN 55744

			Project
Description	Qty	Cost	Total
Deep Scrub and Top Coat Main Hall Area (excludes kitchen and bathrooms) 2 coats of wax		350.00	350.00
3 additional Coats of wax to main area (Total wax amount- 5 coats)		180.00	180.00
Deep Scrub and Top Coating with Wax- 2 coats 2 bathrooms and kitchen area		80.00	80.00
Scrubbing/Cleaning Main Floor Area Only (No Waxing)		140.00	140.00
<p>Jim:</p> <p>The pricing above assumes the hall is empty. Additional costs would apply if we have to move anything to perform the floor care work. The pricing for the bathroom/kitchen waxing, assumes waxing in the main area at the same time.</p> <p>As I mentioned in the walk-through, the kitchen and bathroom floors are in good condition and probably wouldn't need to be done this year. If your plan is to extend the life of the tile for a few more years and you will be waxing next fall, I would say wait on the kitchen/bathroom waxing. If you are not sure on the plan, wax this year. If we come back next year just for the kitchen and bathrooms, the pricing would be much higher.</p> <p>Thanks for the opportunity to quote.</p> <p>Tom</p>			
		<b>Subtotal</b>	\$750.00
		<b>Sales Tax (6.875%)</b>	\$0.00
		<b>Total</b>	\$750.00

11-2-18 10A

To: Harris Twp. Board Members,

Effective today, My last day of being the Hall Caretaker will be 11-8-18, at the end of the day.

This Township has been a huge part of my last 3+ years in this area. Leaving is a very, ~~really~~ very, hard thing for me to do. But I have to do what's best for me, for a change. I love my little hall!, but it's time to go back home.

Thank You all! Both Past & Present Board members!! You're Amazing!  
My Personal # will be the same! :)

Thanks Again,  
Amber Hartl

Madam Chair Clayton introduced the following resolution:

10B

### RESOLUTION NO. 2018-004

#### A RESOLUTION CERTIFYING November 6, 2018 HARRIS TOWNSHIP ELECTION RESULTS

**WHERE AS**, the following votes were received on the **Town Question: "Shall option "B", providing for the appointment of the Clerk and the appointment of the treasurer by the town board, be adopted for the government of the town?"**

"YES" votes: ... - 921

"NO" votes - 567

.....

Total votes: ... = 1488

Under votes = 338 (blank / not voted on ballot)

Ballots cast: = 1827

**WHERE AS**, the following votes were received for the **Office of Town Supervisor Seat A:**

Name on ballot: Ken Haubrich .- 1377

Name on ballot: \_\_\_\_\_ - \_\_\_\_\_

Write In's: 8 - 8

.....

Total votes: = 1385

Under votes = 442 (blank / not voted on ballot)

Ballots cast: = 1827

**WHERE AS**, the following votes were received for the **Office of Town Supervisor Seat D:**

Name on ballot: James O. Kelley III .- 1369

Write In (name): 8 - 12

.....

Total votes: = 1381

Under votes = 446 (blank / not voted on ballot)

Ballots cast: = 1827

WHERE AS, the following votes were received for the **Office of Town Supervisor Seat E:**

Name on ballot: Michael Schack - 1340

Write In (name): 9 - 9

.....  
Total votes: = 1349

Under votes = 478 (blank / not voted on ballot)

Ballots cast: = 1827

AND WHERE AS, the following votes were received for the **Office of Town Treasurer:**

Name on ballot: "none" - 0

Write In (name): 9 - 96

.....  
Total votes: ..... = 96

Under votes = 1731 (blank / not voted on ballot)

Ballots cast: = 1827

AND WHERE AS:

Ken Haubrich (name) received the majority of the votes cast for the **Town Supervisor- A,**

James O. Kelley III (name) received the majority of the votes cast for the **Town Supervisor- D,**

Michael Schack (name) received the majority of the votes cast for the **Town Supervisor- E,**

Becky Adams (name) received the majority of the write in votes cast for the **Town Treasurer**

Yes received the majority of votes for **changing the elected clerk and the elected treasurer to appointed clerk and appointed treasurer positions.**  
(Yes - or - No votes )

NOW THEREFORE, BE IT RESOLVED, that

Ken Haubrich (name) be declared the **winner** for the position of **Supervisor- A** of the Town of Harris, for a four (4) year term, said term to expire in December 31 of 2022; and,

James O. Kelley III be declared the **winner** for the position of **Supervisor- D** of the Town of

Harris,

(name)

for a four (4) year term, said term to expire in December 31 of 2022; and,

**Michael Schack**

(name)

be declared the **winner** for the position of **Supervisor- E** of the Town of Harris, for a four (4) year term, said term to expire in December 31 of 2022; and,

**Becky Adams**

(name)

be declared the **winner** for the write in position of **Treasurer** of the Town of Harris for an appointed period of time; directed by the Board of Harris.

Adopted this 14th day of November, 2018

\_\_\_\_\_  
Peggy Clayton, Madam Chair

Attest:

\_\_\_\_\_  
Cari Ann Alleman, Clerk

**Supervisor \_\_\_\_\_ made a motion, seconded by Supervisor \_\_\_\_\_ to adopt the foregoing resolution CERTIFYING November 6, 2018 HARRIS TOWNSHIP ELECTION RESULTS and the following voted in favor thereof: Supervisors \_\_\_\_\_, and the following voted against the same: \_\_\_\_\_, whereby the resolution was declared duly passed and adopted.**

# Certificate of Election

This is to certify that:

Ken Haubrich

of the Township of Harris, County of HASCA, State of Minnesota,

has been elected to the office of:

Supervisor "A"

at the Election held the 6 day of November 2018, in the Township of

Harris, County of HASCA, State of Minnesota, as

appears from the official election returns and canvass, is hereby declared duly  
elected to said office.

You will take office on Monday January 7, 2019, upon taking the oath of  
office and filing the oath with the Township Clerk.

Witness by my hand

at the Township of Harris, Minnesota,

this 14 day of Nov. 2018.

Carrie

Clerk, Harris Township

# Certificate of Election

This is to certify that:

James O. Kelley III

of the Township of Harris, County of HASCA, State of Minnesota,

has been elected to the office of:

Supervisor "D"

at the Election held the 6 day of November 2018, in the Township of Harris, County of HASCA, State of Minnesota, as appears from the official election returns and canvass, is hereby declared duly

elected to said office.

You will take office on Monday January 7, 2019, upon taking the oath of office and filing the oath with the Township Clerk.

Witness by my hand

at the Township of Harris, Minnesota,

this 14 day of NOV 2018.

[Signature]

Clerk, Harris Township

# Certificate of Election

This is to certify that:

Michael Schack

of the Township of Harris, County of HASCA, State of Minnesota,

has been elected to the office of:

Supervisor "E"

at the Election held the 6 day of November 2018, in the Township of  
Harris, County of HASCA, State of Minnesota, as  
appears from the official election returns and canvass, is hereby declared duly

elected to said office.

You will take office on Monday January 7, 2019, upon taking the oath of  
office and filing the oath with the Township Clerk.

Witness by my hand

at the Township of Harris, Minnesota,

this 14 day of Nov. 2018.

[Signature]

Clerk, Harris Township

10.E



Harris Township <supervisordhtp@gmail.com>

**N.314145-N.232877 Harris Application.pdf**

Howell, Patricia <Patricia.Howell@centurylink.com>

Mon, Nov 5, 2018 at 8:49 AM

To: "supervisordhtp@gmail.com" <supervisordhtp@gmail.com>

Hi,

Attached is the Centurylink permit application for Wagon Wheel Court Rd. If approved you can email that back to me at:

[Patricia.Howell@centurylink.com](mailto:Patricia.Howell@centurylink.com)

Thank you,  
Pat Howell  
Centurylink

This communication is the property of CenturyLink and may contain confidential or privileged information. Unauthorized use of this communication is strictly prohibited and may be unlawful. If you have received this communication in error, please immediately notify the sender by reply e-mail and destroy all copies of the communication and any attachments.

 **N.314145-N.232877 Harris Application.pdf**  
3819K

Today's Date: August 20, 2018

Harris Township  
Ken Haubrich, Twp Supervisor  
21998 Airport Rd  
Grand Rapids, MN 55744

*N. 314145*  
RE: Telephone Utility Job Order# N.232877 Exchange GDRPMNGR

Application is hereby made for permission to place, construct and thereafter maintain a telephone utility along: Wagon Wheel Court Rd.

Attached is a sketch indicating the proposed route. If you concur please sign the permit below and return the original. A duplicate copy of the letter and sketch is attached for your file.

If you have any questions or concerns about the project or have special instructions, please feel free to contact me.

Yours truly,  
*M. Spieker*  
Michael Spieker  
Engineer II  
612-861-8781

**PERMIT APPROVAL**

**This is to certify that Qwest Corporation dba Centurylink QC and or it's contractor have been given permission to place buried communications facilities as specified in the above letter and attached sketch.**

Signed \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_





10 E



Harris Township &lt;supervisordhtp@gmail.com&gt;

---

## N.232877 Centurylink Permit Application

---

**Howell, Patricia** <Patricia.Howell@centurylink.com>  
To: "supervisordhtp@gmail.com" <supervisordhtp@gmail.com>

Mon, Nov 5, 2018 at 8:52 AM

Hi,

Attached is the Centurylink permit application for Wendigo Park Rd. If approved you can email that to me at:

[Patricia.Howell@centurylink.com](mailto:Patricia.Howell@centurylink.com)

Thank you,  
Pat Howell  
Centurylink

This communication is the property of CenturyLink and may contain confidential or privileged information. Unauthorized use of this communication is strictly prohibited and may be unlawful. If you have received this communication in error, please immediately notify the sender by reply e-mail and destroy all copies of the communication and any attachments.

---

 **N.232877 Harris Application.pdf**  
10150K

Today's Date: 6/5/2018

Harris Township  
Ken Haubrich  
21998 Airport rd  
Grand Rapids, MN

RE: Telephone Utility Job Order# N.232877 Exchange GDRPPMNGR

Application is hereby made for permission to place, construct and thereafter maintain a telephone utility along or across Wendigo Park RD

Attached is a sketch indicating the proposed route. If you concur please sign the permit below and return the original to Company / CenturyLink. A duplicate copy of the letter and sketch is attached for your file.

If you have any questions or concerns about the project or have special instructions, please feel free to contact me.

Yours truly,



Michael Spieker  
Engineer II  
612-861-8781

### PERMIT APPROVAL

This is to certify that Company / CenturyLink and or it's contractor have been given permission to place buried communications facilities as specified in the above letter and attached sketch.

Signed \_\_\_\_\_

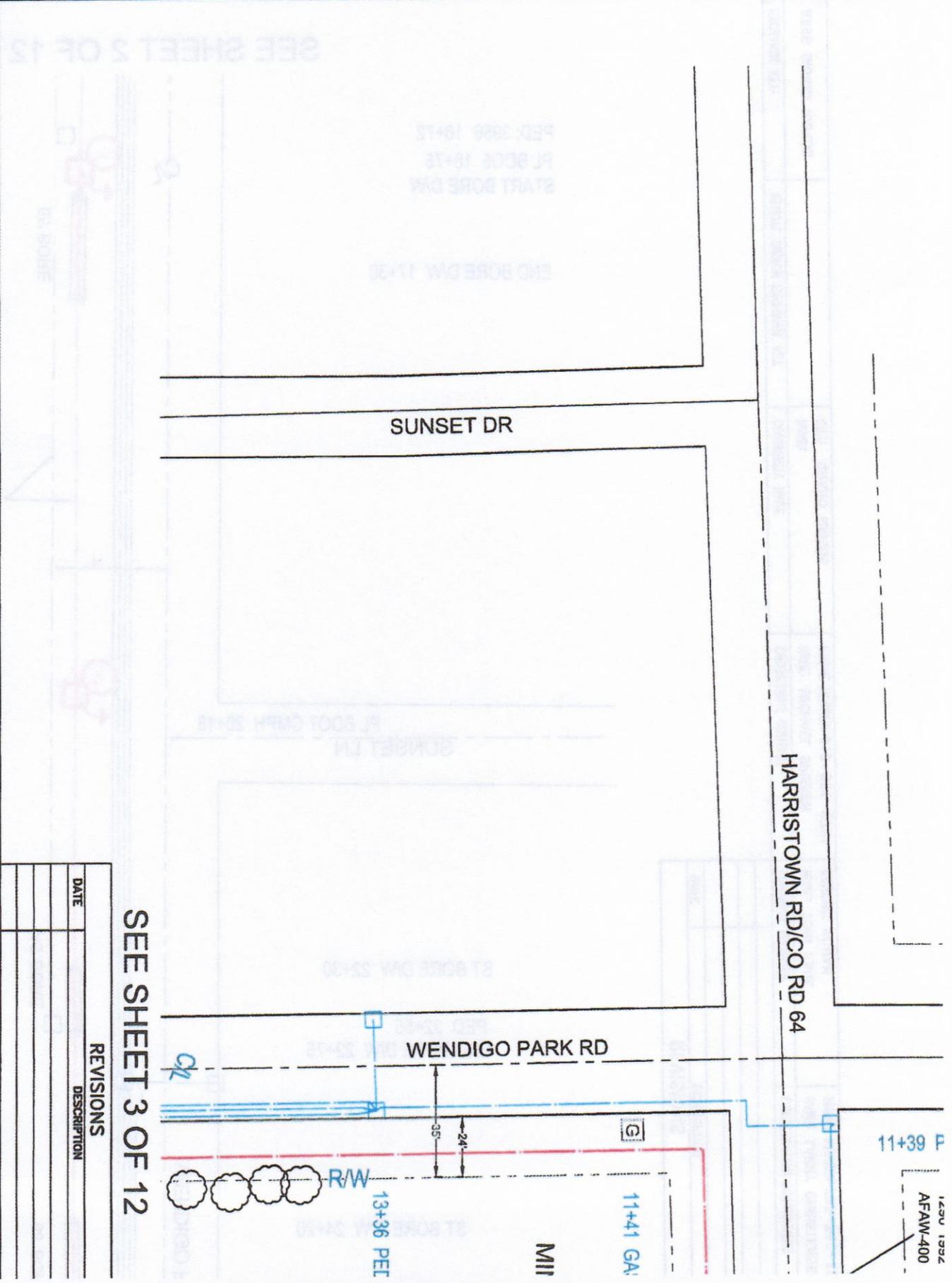
Title \_\_\_\_\_

Date \_\_\_\_\_

100

EXCHANGE KEY:	REMOTE SWITCH EXCHANGE KEY	COMMUNITY NAME	ENGINEERING CONTACT
3396 GRAND RAPIDS		NAME: GRAND RAPIDS	NAME: MICHAEL SPIEKER PHONE NUMBER: 612-661-8781

CONTRACT ENGINEER	CONSTRUCTION COORDINATOR
NAME: TONI PAGE COMPANY: SQUAN	NAME: LARRY CHRISTENSE PHONE NUMBER: 763-389-112

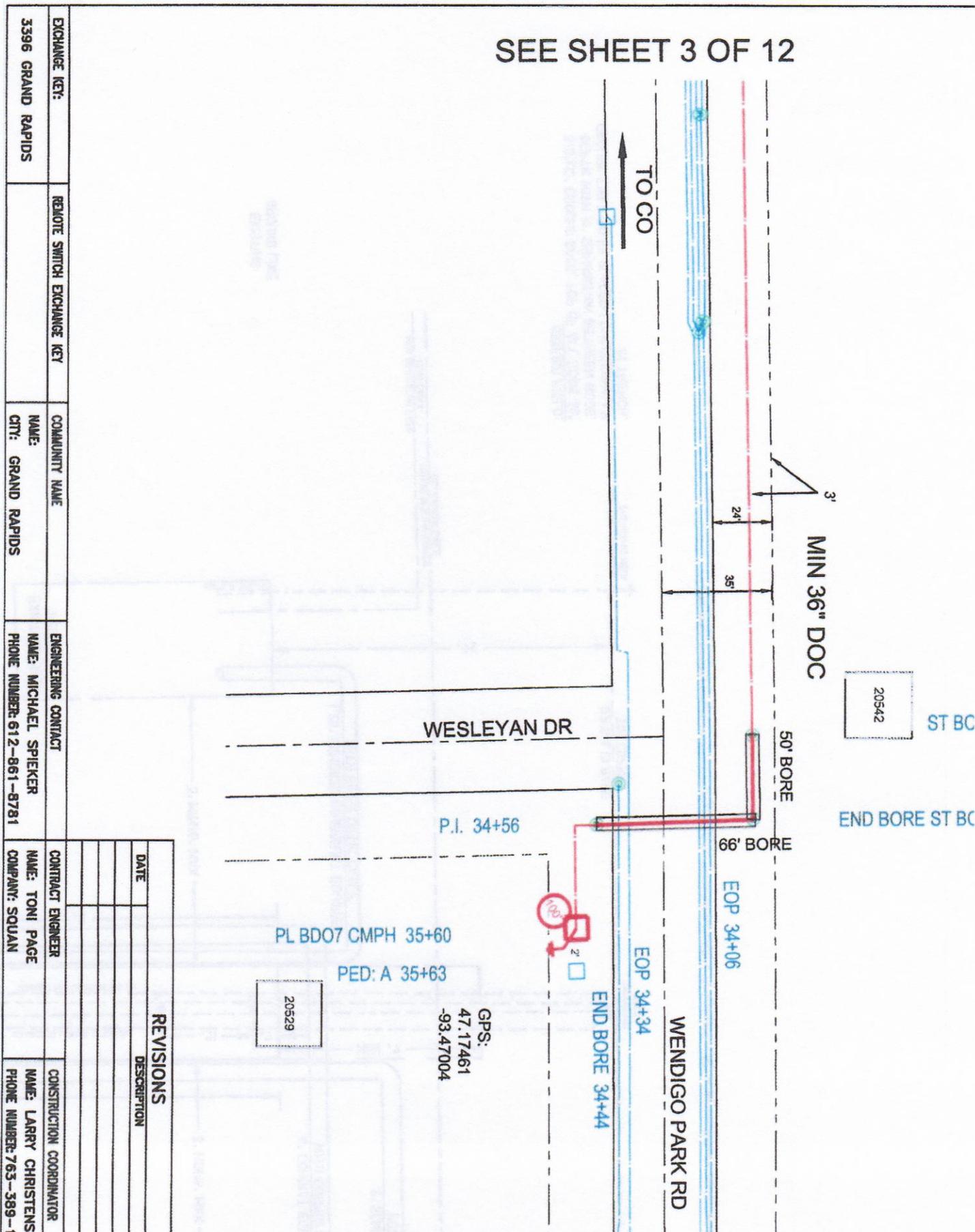


SEE SHEET 3 OF 12

SEE SHEET 2 OF 12

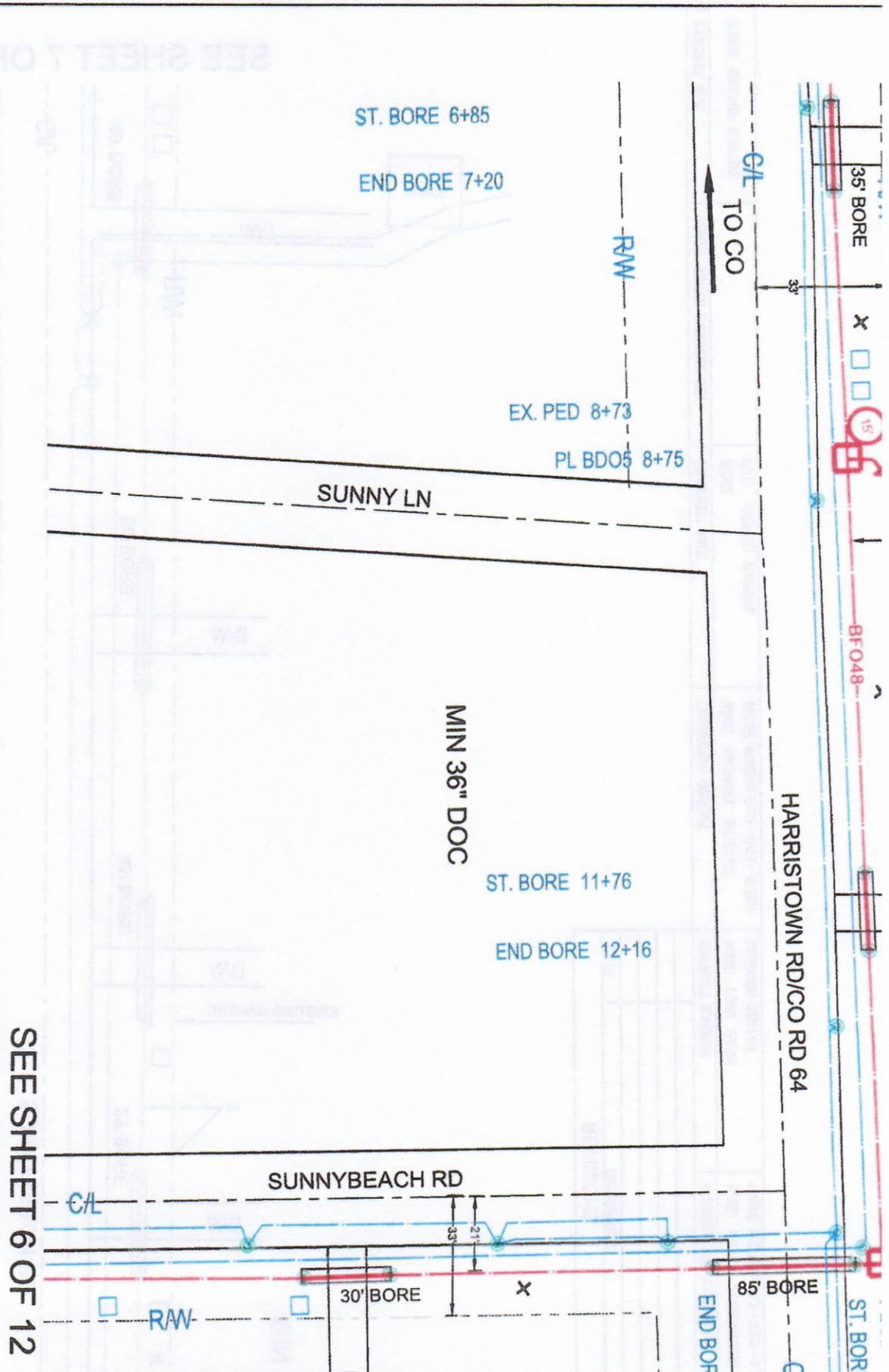
10 D

SEE SHEET 3 OF 12



EXCHANGE KEY:	3396 GRAND RAPIDS	REMOTE SWITCH EXCHANGE KEY	COMMUNITY NAME	NAME: GRAND RAPIDS CITY: GRAND RAPIDS	ENGINEERING CONTACT	NAME: MICHAEL SPIEKER PHONE NUMBER: 612-861-8781	CONTRACT ENGINEER	NAME: TONI PAGE COMPANY: SQUAN	CONSTRUCTION COORDINATOR	NAME: LARRY CHRISTENSE PHONE NUMBER: 763-389-1
---------------	-------------------	----------------------------	----------------	--	---------------------	---	-------------------	-----------------------------------	--------------------------	---

REVISIONS	
DATE	DESCRIPTION



SEE SHEET 6 OF 12

EXCHANGE KEY:		REMOTE SWITCH EXCHANGE KEY		COMMUNITY NAME		ENGINEERING CONTACT		CONTRACT ENGINEER		CONSTRUCTION COORDINATOR	
3396 GRAND RAPIDS				NAME: GRAND RAPIDS		NAME: MICHAEL SPIEKER PHONE NUMBER: 612-861-8781		NAME: TONI PAGE COMPANY: SQUAN		NAME: LARRY CHRISTENSE PHONE NUMBER: 763-389-1	

REVISIONS	
DATE	DESCRIPTION

SEE SHEET 7 OF 12

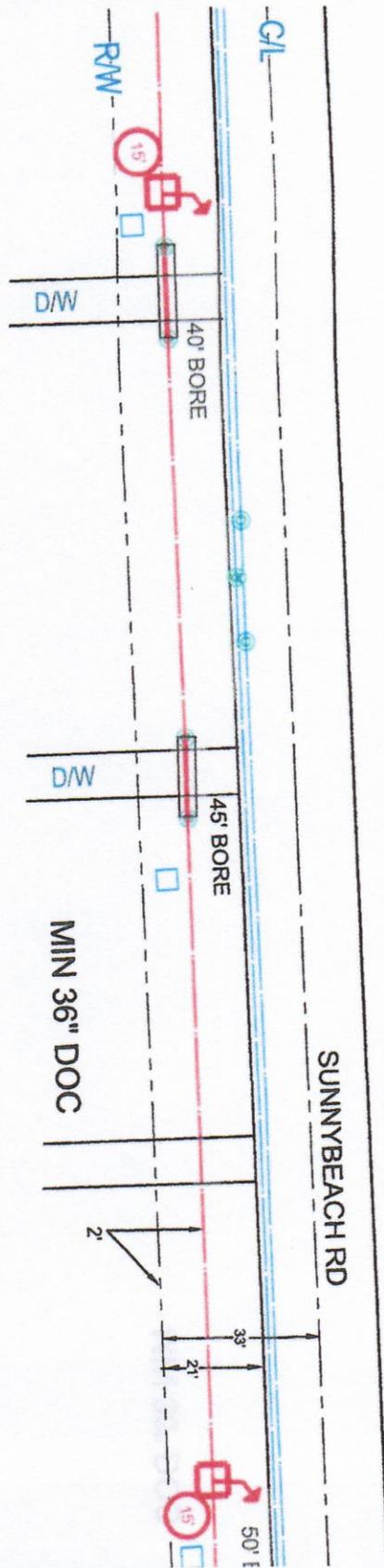
101

SEE SHEET 8 OF 12

PL BD05 56+72  
PBC 12/B/11 56+70  
END BORE 56+55  
ST. BORE 56+15

END BORE 53+80  
ST. BORE 53+35  
PBC 12/B/10 53+14

PL BD05  
PED 47+

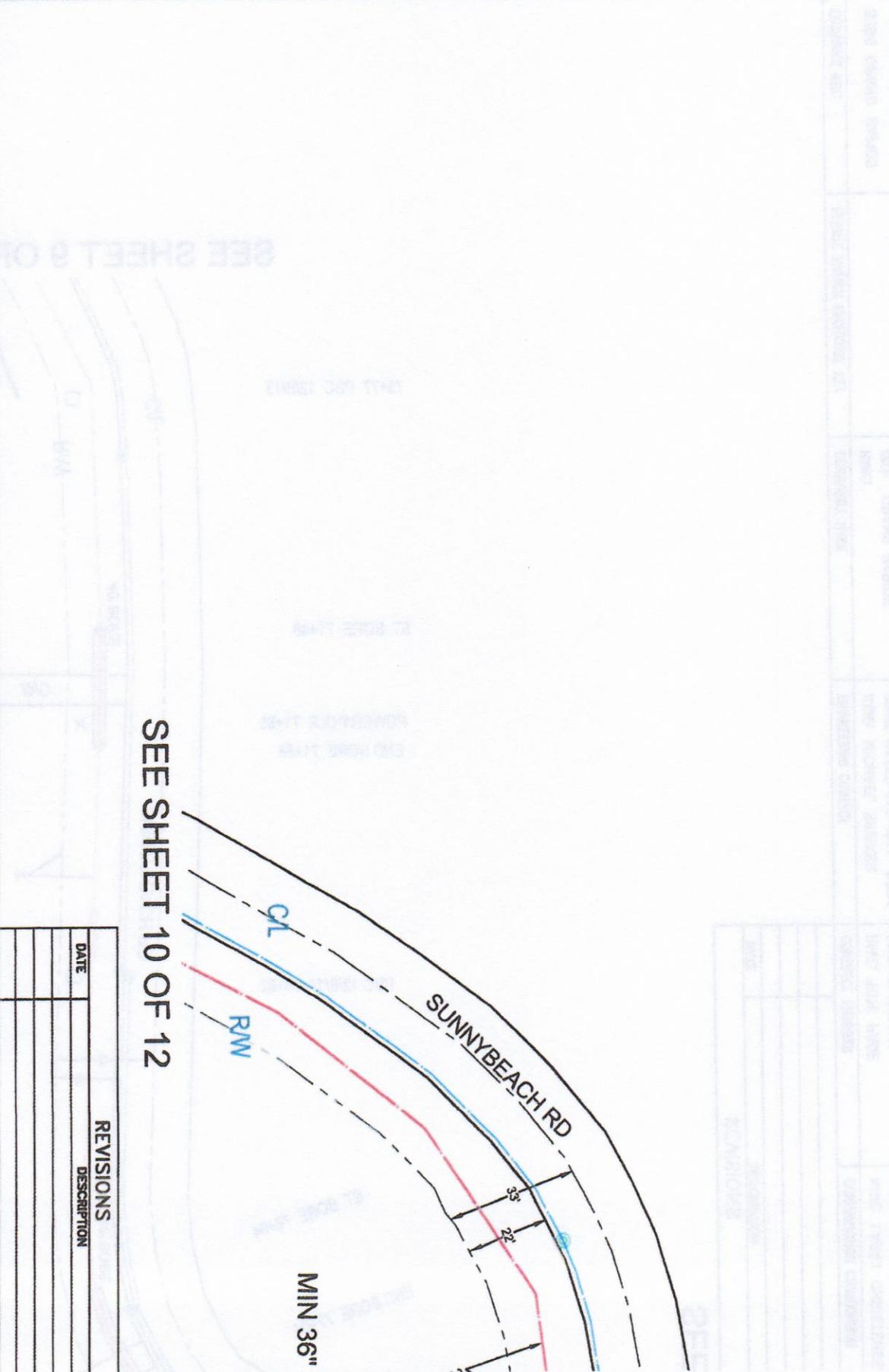


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EXCHANGE KEY:	REMOTE SWITCH EXCHANGE KEY	COMMUNITY NAME	ENGINEERING CONTACT	CONTRACT ENGINEER	CONSTRUCTION COORDINATOR
3396 GRAND RAPIDS		NAME: GRAND RAPIDS CITY: GRAND RAPIDS	NAME: MICHAEL SPIEKER PHONE NUMBER: 612-861-8781	NAME: TONI PAGE COMPANY: SQUAN	NAME: LARRY CHRISTENSE PHONE NUMBER: 763-389-1

REVISIONS	
DATE	DESCRIPTION

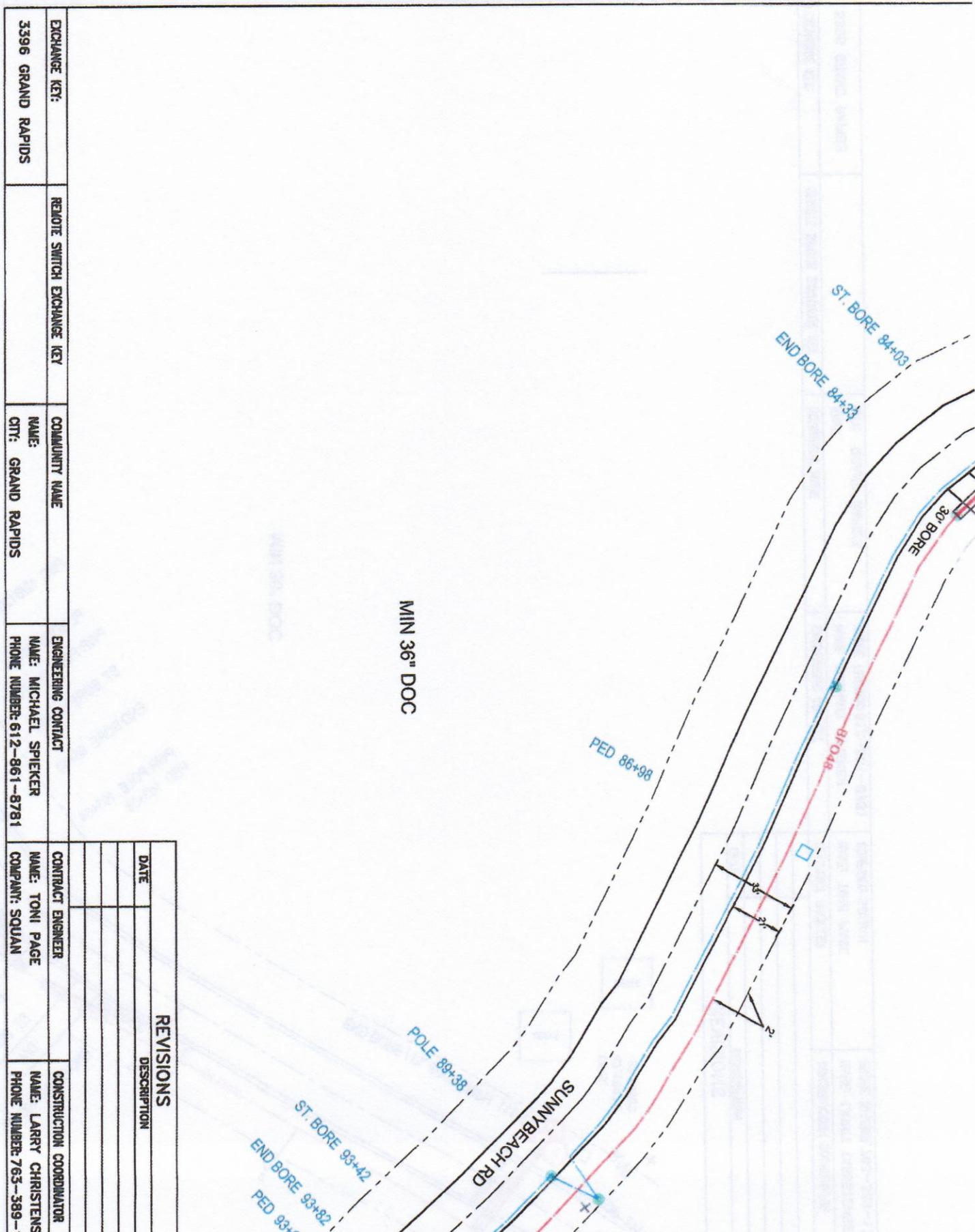
EXCHANGE KEY:	RENOTE SWITCH EXCHANGE KEY	COMMUNITY NAME	ENGINEERING CONTACT	CONTRACT ENGINEER	CONSTRUCTION COORDINATOR
3396 GRAND RAPIDS		NAME: CITY: GRAND RAPIDS	NAME: MICHAEL SPIEKER PHONE NUMBER: 612-861-8781	NAME: TONI PAGE COMPANY: SQUAN	NAME: LARRY CHRISTENSEN PHONE NUMBER: 763-389-112



SEE SHEET 10 OF 12

REVISIONS	
DATE	DESCRIPTION

10D



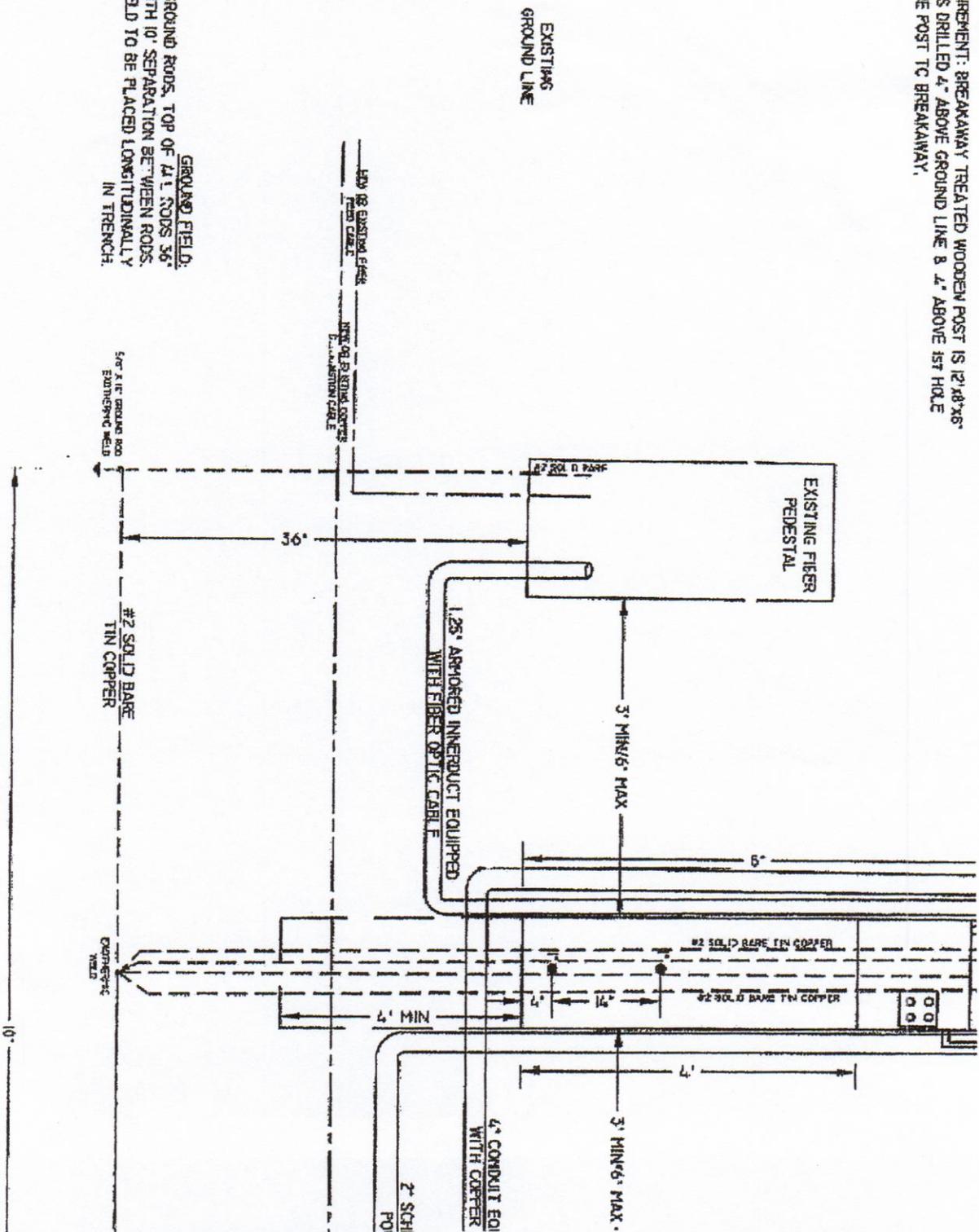
MIN 36" DOC

EXCHANGE KEY:	REMOTE SWITCH EXCHANGE KEY	COMMUNITY NAME	ENGINEERING CONTACT	CONTRACT ENGINEER	CONSTRUCTION COORDINATOR
3396 GRAND RAPIDS		NAME: CITY: GRAND RAPIDS	NAME: MICHAEL SPIEKER PHONE NUMBER: 612-961-8781	NAME: TONI PAGE COMPANY: SOUAN	NAME: LARRY CHRISTENSE PHONE NUMBER: 763-389-1

REVISIONS	
DATE	DESCRIPTION

MINIMUM REQUIREMENT: BREAKAWAY TREATED WOODEN POST IS 12"x8"x6" WITH 1" HOLES DRILLED 4" ABOVE GROUND LINE & 4" ABOVE 1ST HOLE ENABLING THE POST TO BREAKAWAY.

GROUND FIELD:  
5/8"x1/2" GROUND RODS, TOP OF 1/4" RODS 36" DEPTH WITH 10" SEPARATION BETWEEN RODS. GROUND FIELD TO BE PLACED LONGITUDINALLY IN TRENCH.



Resolution No. 2018 – 017



**A Resolution Adopting the Harris Township Cemetery Policy Township**

**WHEREAS**, Harris Township Cemetery was established in July 1926; and

**WHEREAS**, Harris Township maintains the cemetery, located at 21175 River Rd, Grand Rapids, MN., for its residents and others; and

**WHEREAS**, The importance of uniformity and efficiency in maintaining the cemetery requires rules and regulations are followed; and

**WHEREAS**, Harris Town Board established a cemetery policy in 2000: and

**NOW THEREFORE BE IT RESOLVED THAT**, The Town Board reserves the right to change, amend, make exceptions to, revise or discontinue any policies, practices, rules or regulations set forth in this policy at any time, in its sole and absolute discretion;

**BE IT FURTHER RESOLVED**, The Harris Township Board of Supervisors must accept and adopt, by this resolution, and must agree to operate for same purposes as originally established.

	YES	NO	OTHER
Supervisor _____	_____	_____	_____
Supervisor _____	_____	_____	_____
Supervisor _____	_____	_____	_____
Supervisor _____	_____	_____	_____
Supervisor _____	_____	_____	_____

Adopted this \_\_\_\_\_ day of November, 2018

By the Town Board

\_\_\_\_\_  
Peggy Clayton, Chair

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

## Harris Township Cemetery Policy

To obtain uniformity and efficiency in maintenance of our Township Cemetery, the following policies and regulations have been approved by the Harris Township Board; to be in effect for the Harris Township Cemetery as of September 26, 2018.

Cemetery Sexton: Kati Pierce, 218-256-7411- [ktm728@gmail.com](mailto:ktm728@gmail.com)

Harris Township Cemetery Maintenance: Derrick, 218-244-5247 – 218-326-6190

1. The Cemetery grounds are open to the public from Dawn to Dusk year round.
2. The Cemetery Sexton is available by phone, text and e-mail, with respectable hours and will respond as promptly as able.
3. All burials and purchases of sites must be arranged with and by the Sexton. No interment may take place without the notification and approval of the Sexton.
4. All purchased sites must be paid by check, payable to the Harris Township.
5. All purchased sites require a Deed that will be drawn up by the Sexton and signed at the monthly Planning and Development Meetings by the Board. Deeds must be recorded with the Itasca County Recorder's Office. The recording fee, currently of \$46 is required in addition to the fee for the site purchased at the time of sale; payable to Harris Township.
6. All payments must be made to the Sexton or funeral home. The original Deed will be mailed to the purchaser after being recorded with Itasca County and a copy filed with the Township.
7. Available lots may be viewed on the Harris Township web page by clicking the Cemetery tab on the left sidebar. These will be updated to the website annually, effective January 1, 2019. <https://www.harristownshipmn.org/>
8. A maximum of four (4) sites may be purchased per person, per deed.
9. Deeds CAN NOT be transferred, assigned or pledged to another interest without the consent of the Town Board. (Does not include family placed in family owned sites.)
10. Private sale of burial sites is prohibited.
11. The Sexton maintains the authority to discontinue sale of a particular section, block or lot area to ensure the space for those who have pre-purchased sites is adequate.
12. Section 1 sites are prohibited from full casket burials if the site purchase date was after October 1, 2013.
13. Vaults are required for all traditional full casket burials.
14. All excavating of sites will be performed by the Harris Township Cemetery Maintenance Department and adequate notice to prepare is required. A minimum of 4 week days is essential during winter months to prepare the site and 2-3 week days during summer months. (Not to include the day of the request.) Times may need to be adjusted depending on the frost depth and shall be communicated with the funeral home.
15. Each site purchased/ owned may hold 1 full adult traditional burial complete with a vault and 4 cremation urns above. Full traditional burials should be placed prior to a

- ❖ All burials must be arranged with and by the Sexton. No interment may take place without the notification and approval of the Sexton.
- ❖ Vaults are required for all traditional full casket burials.
- ❖ All excavating of sites will be performed by the Harris Township Cemetery Maintenance and adequate notice to prepare is required. A minimum of 4 week days is essential during winter months to prepare the site and 2-3 week days during summer months. (Not to include the day of the request.) Times may need to be adjusted depending on the frost depth and shall be communicated with the funeral home.
- ❖ Each site purchased/ owned may hold 1 full adult traditional burial complete with a vault and 4 cremation urns above. Full traditional burials should be placed prior to a cremation in the site owned or you will be referred to the disinterment process and fees. Two Infant traditional burials may be placed on the same level to allow 4 cremations above. This is the only adjustment made to the allowance of burials to be placed in each site purchased or owned.
- ❖ No burials above ground will be permitted and no spreading of ashes above ground will be permitted.

#### **Disinterment:**

- ❖ If a disinterment is requested of cremation or traditional burials- please refer to a funeral home to facilitate the process. All fees will be the responsibility of the requester and must be paid in advance.

#### **Headstone, Footstone, Markers:**

- ❖ Only one upright Headstone may be placed per site purchased. These will be marked by the Harris Township Cemetery Maintenance and laid by the company the stone was purchased through. Footstones or additional flat markers may be placed on sites as space allows. No placement of stones is permitted without the Harris Township Cemetery Maintenance marking and approving the space for the stones. Harris Township shall not be held liable for any loss, damage, vandalism, upkeep, or act of Mother Nature to stones and markers. The Headstone footprint shall not exceed 2ft X 4ft for a single plot and 2ft X 8ft for a couples (such as husband and wife).
- ❖ ONLY Foot markers received from the Itasca County Veterans Office will be placed by the Harris Township Cemetery Maintenance Department.

#### **Trees, Flowers and Ornamentations:**

- ❖ There shall be no planting of shrubs or trees on cemetery grounds. Any shrub or tree that is currently on grounds is subject to removal without guarantee of replacement in the event of needing to be removed for burial excavation, maintenance, or death of the shrub or tree; or subject to being planted in violation of the policies placed forward.
- ❖ Flowers and decorations are allowed to be placed on individual sites owned from April 1<sup>st</sup> – October 1<sup>st</sup> annually. No flowers, decorations, stands or holders are the responsibility of Harris Township and may be removed at any time by Harris Township Cemetery Maintenance if interference with maintenance procedures or encroaching on other sites is violated. All flowers and decorations must be tasteful and of pleasant viewing to other occupants of the cemetery. Removal of remaining flowers and decorations after October 1<sup>st</sup> will be

removed by the Harris Township Cemetery Maintenance. We strongly encourage the use of sturdy and durable holders and planters to avoid being tossed around in the wind and to withstand the Minnesota seasons. Please limit 2 flower boxes per site. Ornamentation will be placed in a bin for up to 1 week for owners to retrieve.

❖ Special ornamentation may take place for a full 7 days after a burial anytime of the year. Special ornamentation from December 1st – January 30th is also permitted for Holiday Seasons. Harris Township Cemetery Maintenance may remove any ornamentation remaining after this period.

**Disclosure:**

The Harris Township Board reserves the right to make exceptions, suspensions, or modifications of any of the policies and regulations set forth that may cause undue hardship of a pre-owned site or error of its doing and such shall not affect the policies and regulations of the general application set forth.

**Other Information**

- ❖ Sections 1 and 2 of the Cemetery sites are 8 ft. long x 4 ft. wide.
- ❖ Section 3 of the Cemetery sites are 10 ft. x 4 ft. wide.
- ❖ Duplicate Deeds may be purchased from the Itasca County Recorder's Office for a small fee.
- ❖ Harris Township may purchase a cemetery site back from its owner. The request needs to be made in writing to the Sexton and a copy of the Deed must be included with the request. The Townships recording fee will be subtracted from your purchase price returned and no burials may be in the site location. Subject to Board approval.
- ❖ Harris Township Cemetery will allow loved ones who choose cremation to be buried together in one urn. This should be done prior to either being placed in the site or you will be referred to the disinterment process. There is only 1 fee per burial excavation. The correct paperwork for both persons must be filed with the funeral home that will be processed to the Sexton.
- ❖ We do not allow the burial of pets at Harris Township Cemetery.
- ❖ There is map on the website at <https://www.harristownshipmn.org/> under the Cemetery tab; it is a helpful tool in understanding the layout of the cemetery. It highlights each section, block and lot.
- ❖ As of January 1, 2019 the website will have links available under the Cemetery tab that will assist in viewing the locations available for sale; sites sold, and burial locations of loved ones. These will be updated annually to the website.
- ❖ [www.Findagrave.com](http://www.Findagrave.com) is a helpful site if you are unsure of the cemetery a loved one is at.

By *Melinda Stock* By *Huggy Chohan* It's Chairman  
By *Kim Kelly* By *[Signature]*  
By *Dennis Kitchaas* By *[Signature]* It's Deputy Clerk (Sexton)

## Harris Township Cemetery Rates

### Rates Reflect Resident and Non-Residency

Cemetery Site Purchase Rate: \$175.00

Itasca County Recording Fee: \$46.00

Burials rates are for burial times beginning Monday-Friday between the hours of 9am -3pm.

#### Regular Burial Rates:

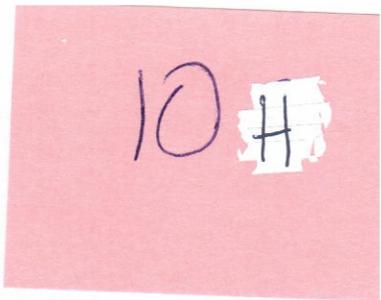
Traditional Casket Adult: \$500.00

Traditional Casket Infant: \$150.00

Cremation: \$125.00

Disinterment: \$1,100.00

- A. An additional fee of \$200.00 will be charged for any burial that begins Monday- Friday after 3pm.
- B. No burials will be permitted to begin after 5pm.
- C. An additional fee of \$275.00 will be charged for weekend burials and shall only take place between the hours of 9am and 3pm.
- D. An additional fee of \$500.00 will be charged for all Winter Traditional burials and \$250.00 will be charged for all Winter Cremations. Winter is defined as anytime the ground is frozen and needs to be thawed with the grave heater to open the grave.
- E. No burials will be permitted on New Year's Day, Good Friday, and Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.
- F. If burial is requested and excavation is performed, AND the burial is canceled by no fault of the Township, half of the original fee for that burial will be charged.



**RESOLUTION NO. 2018-018  
A Resolution Appointing a Temporary Treasurer**

**WHEREAS**, the Harris Town Board has an elected Treasurer; and

**WHEREAS**, the Harris Town Board, at their November 2018 Election had the ballot question of:

- "Shall Option B, providing for the appointment of the Clerk and the appointment of the Treasurer by the Town Board, be adopted for the government of the town?"; and

**WHEREAS**, the ballot question passed, therefore, Harris Township will have an appointed Treasurer, and appointed Clerk; and

**WHEREAS**, the elected office of the Treasurer expires when the term is up, on January 9, 2019; and

**THEREFORE NOW BE IT RESOLVED**, the Harris Town Board needs to appoint a temporary Treasurer; and

**THEREFORE, BE IT FURTHER RESOLVED**, the Harris Town Board hereby appoints , by this resolution, Becky Adams, to the temporary Treasurer position, and at her same pay (\$700 monthly stipend, \$60.00 per required/mandated township meetings, and \$18.70/hr. for meetings, duties, etc. not covered under the stipend); and

**THEREFORE, FINALLY RESOLVED**, the appointment will be effective January 9, 2019 and until such time that the board can fill the vacancy on a permanent basis.

	YES	NO	OTHER
SUPERVISOR _____	_____	_____	_____
SUPERVISOR _____	_____	_____	_____
SUPERVISOR _____	_____	_____	_____
SUPERVISOR _____	_____	_____	_____
SUPERVISOR _____	_____	_____	_____

Adopted this \_\_\_\_\_ day of November, 2019

By the Town Board

\_\_\_\_\_  
Peggy Clayton, Chair

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



Minnesota Association of Townships

INFORMATION LIBRARY

Document Number: EL1200  
Revised: July 2016 SMF

CERTIFICATE OF APPOINTMENT TO FILL  
TOWN CLERK OR TREASURER VACANCY

You are hereby notified that on the 1 day of Jan, 2019 the Town Board, acting under Minn. Stat. § 367.03, appointed Becky Adams to the office of Town [Clerk / Treasurer] of Harris Township, HASCA County, Minnesota to fill a vacancy that exists in that position.

In order to accept the position, you must take the oath of office and file it in the Town Clerk's office within 10 days of receiving this Certificate. Failure to properly qualify for the office by taking and filing the oath of office within 10 days will be deemed a refusal to serve.

The person appointed to fill the vacancy shall serve until the next annual town election, when a successor shall be elected for the unexpired term, if any, of the position.

Delivered to appointee this 14 day of Nov., 2018.

By: [Signature]  
Name

Clerk  
Position