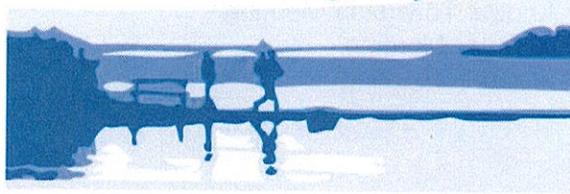


Ken Haubrich  
28677 Norberg Drive  
Grand Rapids, MN 55744  
Phone 218-327-1351

Supervisor Dennis Kortekaas 326-1882  
Supervisor Peggy Clayton 259-1551  
Supervisor Jim Kelley 327-0317  
Supervisor Mike Schack 340-8852  
Treasurer Nancy Kopacek 398-3497  
Clerk 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)

## PLANNING AND DEVELOPMENT MEETING FEBRUARY 26, 2020 at 7:30pm AGENDA

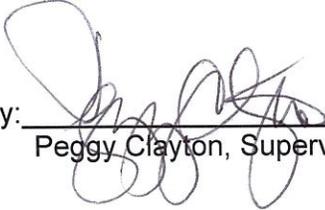
1. **Pledge to the Flag**, followed by the reading of the township mission statement
2. **Approve the Minutes**
  - A. P and D Meeting January 22, 2020
  - B. Work Session re: Board of Audit February 18, 2020
  - C. Work Session re: Roads, Service Center, Annual Meeting Report, Drug Testing/Employee Handbook, and Purchasing February 18, 2020
3. **Additions and Corrections**
4. **Business from the Floor-** Please come up to the podium and state your name and address for the record
  - A. Americana Lodges/Mike Stephan
5. **Consent Agenda**
6. **Roads**
  - A. Road Update/J
  - B. 5-Year Road Plan/J
  - C. Annual Grading, and Snowplow Contract/K
7. **Recreation**
  - A. Park and Cemetery Inspection Report for January 2020/P
  - B. Trails Task Force/M
8. **Correspondence**
9. **Town Hall:**
  - A. Town Hall Report for January 2020/P
10. **Maintenance**
11. **Old Business**
  - A. Clerk Cellphone/P
  - B. Town Hall Floor Quotes/J
12. **New Business**
  - A. Fire Alarm System/K
  - B. Schedule March Work Session re: CTAS
  - C. Advantage Security System/K
13. **Bills**
  - A. Approve the payment of bills (include check numbers and amount)
14. **Public Input** *(please limit comments to 5 minutes)* please come up to the podium and state your name and address for the record

**15. UPCOMING Events / Meetings**

March 9, 2020	Township Association Meeting	7:00 pm Blandin Foundation
March 10, 2020	Annual Township Meeting	7:00 pm Town Hall
March 11, 2020	Regular Meeting	7:30 pm Town Hall
March 25, 2020	P and D Meeting	7:30 pm Town Hall

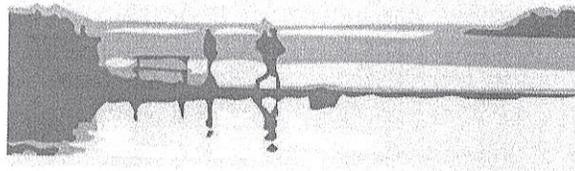
**16. Adjourn**

Prepared by: \_\_\_\_\_

  
Peggy Clayton, Supervisor

Signed by: \_\_\_\_\_

  
Ken Haubrich, Chair



Supervisor Dennis Kortekaas 326-1882  
Supervisor Peggy Clayton 259-1551  
Supervisor Jim Kelley 327-0317  
Supervisor Mike Schack 340-8852  
Treasurer Nancy Kopacek 398-3497  
Clerk 244-1811

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2A.

## PLANNING AND DEVELOPMENT MEETING January 22, 2020 at 7:30pm

Present: Chair Ken Haubrich, Vice Chair Peggy Clayton, Supervisors Dennis Kortekaas, Jim Kelley, Mike Schack, Interim Treasurer Becky Adams, and Treasurer Nancy Kopacek.

Chair Haubrich called the meeting to order at 7:30 pm.

1. **Pledge of Allegiance** – The Pledge of Allegiance to the Flag was conducted, and the Mission Statement was read.
2. **Approve the Minutes**
  - A. P and D Meeting, November 27, 2019  
A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to approve the minutes of the November 27, 2019 P and D Meeting. Motion passed.
  - B. Work Session re: Budgets January 13, 2020  
A motion was made by Supervisor Schack and seconded by Supervisor Kortekaas to approve the minutes of the January 13, 2020 Budget Session. Motion passed.
  - C. Work Session re: Budgets January 14, 2020  
A motion was made by Supervisor Kortekaas and seconded by Supervisor Clayton to approve the minutes of the January 14, 2020 Budget Session. Motion passed
  - D. Work Session re: Administrative Policy/Compensation January 15, 2020  
A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the minutes of the January 15, 2020 Admin Policy Work Session. Motion passed
3. **Additions and Corrections**

There were no additions or corrections to the Agenda. A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve the Agenda.
4. **Business from the Floor**
  - A. 2020 Fire Contract with City of Grand Rapids  
Barbara Baird and Travis Cole provided a brief overview of the 2020 Fire Contract. The Fire Dept/ City of Grand Rapids' contracts with 11 cities/townships, and unorganized areas are based on percentages of Market Value, adopted Budget and number of calls. Travis handed out the GRFD annual report for 2019, and they are willing to attend township meetings in the future to review contracts, etc.
  - B. CEDA "First Impression" Report  
Sarah Carling reviewed the "First Impressions Report." This report is the product of the Board's meeting with her on November 26, 2019. The report included township demographics, covering website, FB, recreation, signage, housing and residential. The Supervisors were instructed to prioritize the "Project Identification" (in the report) and return it to her prior to Feb 12.

- C. Census (CCC)  
Peter Alexander gave a presentation on 2020 Census, and the Community Partnership and Engagement Program. Peter stated they are still looking for Census Enumerators/Takers at \$19.00/hour and 57.5 cents per mile. Those who are interested can apply online at: [2020census.gov/jobs](http://2020census.gov/jobs). Peter is also looking for a volunteer/team player to participate on behalf of Harris Township, and if this is something you would like to do, please contact Peter at 651-261-8064.

**5. Consent Agenda**

No items.

**6. Roads**

- A. Lakeview Trail Update  
No information.
- B. Street Lights on Harbor Heights Road  
A constituent on Harbor Heights Road was requesting the installation of a street light on Harbor Heights Road. Discussion took place. Chair Haubrich will meet with the resident at the potential site.
- C. Road Update  
Supervisor Kelley stated that roads are all plowed and the County will be widening out roads in the next few days.

**7. Recreation**

- A. Rinks  
Both rinks are seeing a lot of action on the ice! Flooding continues to take place, when necessary.
- B. Park and Cemetery Inspection Reports for November and December 2019  
A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve the Parks and Cemetery Inspection reports for November, and December 2019. Motion passed.
- C. Trails Task Force  
Supervisor Schack gave an update on the trails in the county. The Driftskippers Snowmobile Club has continued with installing signs on the trails. Trails are in good shape.

**8. Correspondence**

- A. Township Association Minutes of December 9, 2019  
Informational only.

**9. Town Hall:**

- A. Town Hall Report for December 2019  
A motion was made by Supervisor Kortekaas and seconded by Supervisor Clayton to approve the town hall report for December 2019. Motion passed.

**10. Maintenance:**

- A. Maintenance Report for December 2019  
A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve the Maintenance Report for December 2019. Motion passed.

**11. Old Business**

- A. New Water Tank for Town Hall  
A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to table this item to the February 12, 2020 Regular Meeting. Motion passed.

B. Security System Hardware Purchase  
A motion was made by Supervisor Clayton and seconded by Supervisor Kortekaas to pay the \$3,874.24 down payment for security hardware to Stewart Sound Systems, LLC, with the labor balance of \$3,540.40 to be paid upon final installation and start-up of the system. Motion passed.

C. Fire Extinguisher Inspections  
A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve getting the fire extinguishers inspected, and tagged. The township currently has 19 fire extinguishers. Chair Haubrich will move forward with this project and respective inspections, with Betz Fire Extinguishers.

D. Schedule Insurance Work Session with MATIT  
A motion was made by Supervisor Kortekaas and seconded by Supervisor Kelley to schedule a work session regarding the cemetery policy, and review the insured items/inventory with MATIT, for 12:30 pm on Friday, February 7, 2020 at the town hall. Motion passed.

E. Administrative Policy/Compensation Plan  
Chair Haubrich read Resolution 2020-004: A Resolution designating the compensation for officers of the Harris Town Board.

A motion was made by Supervisor Kelley and seconded by Supervisor Clayton to approve Resolution 2020-004 (A Resolution designating the compensation for officers of the Harris Town Board.). Motion passed.

Chair Haubrich read Resolution 2020-005: Administrative Policy.

A motion was made by Supervisor Kortekaas and seconded by Supervisor Clayton to approve Resolution 2020-005 (Administrative Policy). Motion passed.

## 12. New Business

A. RBA re: Election Judges for Presidential Primary  
A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve the Request for Board Action for 2020 Election Judges for the Presidential Nomination Primary. Motion passed.

B. Fourth Quarter PEG/Franchise Remittance  
Paul Bunyan Fourth Quarter of 2019 in the amount of \$2,183.01 was received and submitted to the Treasurer.

C. Lake States Tree Service-Lake Country Power Members  
Informational flyer was received from Lake States Tree Service regarding vegetative management in the River Road, Shallow Lake, and Warba areas, beginning January 2020 and to be completed by December 31, 2020.

D. 2020 Township Association Dues  
Itasca County Township Association Board of Directors has adopted a new dues structure for 2020. Dues have not been increased since 1992. Itasca County Association township dues are \$607.35, and the Minnesota Association of Township dues are \$1,452.24.

A motion was made by Supervisor Clayton and seconded by Supervisor Schack to pay the dues to both entities for a total sum of \$2,059.59.

E. Resolutions Authorizing Contract with Interested Officers  
Annual resolutions are necessary to authorize contract with interested Officers, under M.S.471.88, subd. 5.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve Resolution 2020-006 between Supervisor Kortekaas and Town Board of Harris. Motion passed.

A motion was made by Supervisor Kortekaas and seconded by Supervisor Clayton to approve Resolution 2020-007 between Supervisor Kelley and Town Board of Harris. Motion passed.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to approve Resolution 2020-008 between Supervisor Haubrich and Town Board of Harris. Motion passed.

A motion was made by Supervisor Kelley and seconded by Supervisor Haubrich to approve Resolution 2020-009 between Supervisor Clayton and Town Board of Harris. Motion passed.

A motion was made by Supervisor Clayton and seconded by Supervisor Haubrich to approve Resolution 2020-010 between Supervisor Schack and Town Board of Harris. Motion passed.

F. Express Employment Service Rate Information

Express Employment service rate information for all positions in 2020 will have a 1.48% markup.

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to approve the service rate markup of 1.48% for 2020. Motion passed.

13. Bills

A. Approve the payment of bills

A motion was made by Supervisor Clayton and seconded by Supervisor Kortekaas to approve Claim #s 19271-19286, and EFTs 1222021-1 to 1222036-9 in the amount of \$10,484.45. Motion passed.

14. Public Input

None.

15. UPCOMING Events / Meetings

January 23, 2020	Public Meeting Re: Stony Point	7:00 pm Town Hall
January 29, 2020	Budget Session	5:00 pm Town Hall
February 5, 2020	Board of Audit Session/Possible Budget Session	5:00 pm Town Hall
February 7, 2020	Cemetery Policy/MATIT Insurance	12:30 pm Town Hall
February 12, 2020	Regular Meeting	7:30 pm Town Hall

16. Adjourn

There being no further business to come before the Harris Town Board, a motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to adjourn the meeting at 9:08 pm. Motion passed.

Prepared by: \_\_\_\_\_  
Peggy Clayton, Supervisor/Clerk

Signed by: \_\_\_\_\_  
Ken Haubrich, Chair

**Board of Audit Work Session  
Tuesday, February 18, 2020  
6:00 pm Town Hall**

LB.

**Present:** Chair Ken Haubrich, Vice Chair Peggy clayton, Supervisors Dennis Kortekaas, Jim Kelley, and Mike Schack, Treasurer Nancy Kopacek, and Interim Treasurer Becky Adams.

Chair Haubrich called the meeting to order at 6:00 pm.

Pledge to the Flag was conducted.

Interim Treasurer Adams stated that there 2 sets of records she was distributing, because of the transition from Excel (in 2019) to CTAS. There are still differences in fund balances due to this transition.

After discussions on Excel and CTAS, the Board decided to utilize the Excel Treasurer Report as of December 31, 2019 and include in the Annual Township Report. CTAS reporting will be utilized beginning 2020.

The Levy comparisons from 2016-2021 were discussed. Some changes did occur since the board received their last Levy comparisons.

A motion was made by Supervisor Kelley and seconded by Supervisor Clayton to recommend the approval of the Treasurer Report as of December 31, 2019, and sign said Report. Motion passed.

The board reviewed CTAS Statement of Receipts, and Disbursements, Balances, and Financial Reports. Discussion was also held on new account codes, with regard to coding bills, and invoices to be paid. It was suggested that the Treasurer pull together a list of these new codes, to be distributed to the supervisors, and to maintenance so all are using same codes, etc.

No further discussions were held. A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to adjourn the Board of Audit at 6:45 pm. Motion passed.

Submitted by: \_\_\_\_\_  
Peggy Clayton, Supervisor

Signed by: \_\_\_\_\_



20.

**Roads, Service Center, Annual Meeting Report,  
Drug Testing/Employee Handbook, and Purchasing Work Session  
February 18, 2020  
6:45 pm Town Hall**

**Present:** Chair Ken Haubrich, Vice Chair Peggy Clayton, Supervisors Dennis Kortekaas, Jim Kelley, and Mike Schack

Chair Haubrich called the meeting to order at 6:45 pm.

The Pledge to the Flag was conducted.

**Roads:**

Supervisor Kelley provided an update on projects completed in 2019, along with projected costs associated with 2020 road projects. Discussion held on Norberg Road, Tolerick Road, and the possibility of road work on Sunny Lane in 2020. If sub-cutting (only) is completed on Tolerick, and it sits for two years, monies would be left to complete Sunny Lane.

The cemetery road was discussed. An estimate of \$96,000.00 was received to complete that project.

Supervisor Kelley will update the 5 year Road Plan and it will be placed on the P and D agenda of Feb. 26<sup>th</sup>, and also placed in the Annual Report.

**Gravel:**

Discussion held on graveling of Jayne Lane, Hughes Road, and Metsinhuber Road. The Board budgeted \$30,000.00 for graveling in 2020, which would be enough to take care of those roads.

**Service Center:**

Discussion held on a new Service Center, in the future.

**Annual Report:**

Supervisor Clayton provided a draft of the Annual Report for the March 10<sup>th</sup> meeting.

Supervisor Clayton will update the Road Report, from the Updated Treasurer Report. The updated 5 Year Road Plan will also be updated for the report, and final costs of 2019 road projects.

No other changes needed to be made in the report.

**Drug Testing/Employee Handbook:**

Chair Haubrich discussed the need to follow through with conducting random drug/alcohol testing for maintenance staff, as they need to hold a Class A license for machine operation, and this language is already included in our employee handbook. Northern Drug Screening was consulted and they provided information on training for supervisors, and maintenance staff, as well as a contract (for them) to conduct random testing. Discussion followed.

This item will be placed on the March 11, 2020 Regular Meeting, for updating Employee Handbook to include updated language and employee forms, approval of Northern Drug Screening Contract, and scheduling of training for supervisors/maintenance staff.

**Page Two**  
**Work Session**  
**February 18, 2020**

**Purchasing:**

Supervisor Clayton discussed the importance of the board approving purchases via quote (paper, text, or email), of costs associated with each purchase. There are times quotes are received and approved, and other times verbal quotes are received and also approved. The board needs to be consistent with how they approve purchases. It was the consensus of the supervisors to (only) approve purchases via quote (paper, text, or email), effective immediately.

**Adjournment:**

A motion was made by Supervisor Clayton and seconded by Supervisor Schack to adjourn the meeting at 8:15 pm. Motion passed.

Submitted by: \_\_\_\_\_  
Peggy Clayton, Supervisor

Signed by: \_\_\_\_\_  
Ken Haubrich, Chair

## HARRIS TOWNSHIP - 5 YEAR ROAD PLAN

6B.

JOB		2020	
1	TOLERICK ROAD	BASE CORRECTION / TURNAROUND	\$128,563.00
2	NORBERG DRIVE	RECLAIM	\$171,547.25
3	SUNNY LANE	RECLAIM	\$79,594.25
		<b>TOTAL</b>	<b>\$379,704.50</b>

JOB		2021	
1	SUNNY BEACH ROAD	RECLAIM	\$550,000.00
2			
3			
		<b>TOTAL</b>	<b>\$550,000.00</b>

JOB		2022	
1	SUNNY BEACH ROAD	RECLAIM	\$550,000.00
2			
3			
		<b>TOTAL</b>	<b>\$550,000.00</b>

JOB		2023	
1	MISHAWAKA SHORES	RECLAIM / SUBGRADE WORK	\$302,000.00
2	TOLERICK ROAD	RECLAIM	\$175,000.00
3			
		<b>TOTAL</b>	<b>\$550,000.00</b>

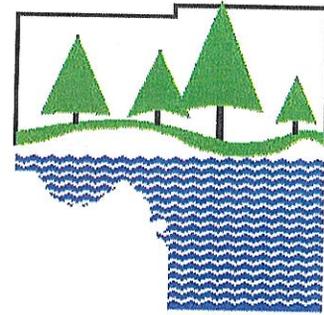
JOB		2024	
1	SUNNY BEACH ROAD	RECLAIM	\$450,000.00
2			
3			
		<b>TOTAL</b>	<b>\$450,000.00</b>

JOB		2025	
1	SUNNY BEACH ROAD	RECLAIM	\$450,000.00
2			
3			
		<b>TOTAL</b>	<b>\$450,000.00</b>



# ITASCA COUNTY

Transportation Department  
123 NE 4<sup>th</sup> Street, Courthouse  
Grand Rapids, MN 55744-2600  
Office (218) 327-2853 Fax (218) 327-0688



6C.

To: Township Boards  
From: Ryan Sutherland, PE Assistant County Engineer  
Date: February 7, 2020  
Re: Annual Grading, Snowplowing and Dust Control Contract Renewal



Current contracts for grading, snowplowing and dust control of Township Roads by Itasca County are effective from May 1, 2019 through April 30, 2020.

The enclosed 2020/2021 Maintenance Contracts should be completed, approved, and signed should the County be chosen to provide the services indicated. Using the envelope provided, return **both copies** to the Itasca County Transportation Department **by April 3, 2020** so that the Itasca County Board can approve the contracts at their April 28th County Board Meeting. A copy of the signed contract will then be returned to your Township Clerk. **Please adhere to the April 3<sup>rd</sup> date** as the Itasca County Board has given direction that no service may be provided if there is no contract in place.

Please be reminded that Minnesota Statute 164.03 governs contracting with Itasca County. Thus, this contract may need to be on your agenda at your annual meeting each year.

Along with Attachment "A" (which indicates which roads and which services we are currently under contract to maintain for you), we are providing a separate map for each service under contract. The reason for separate maps is to best indicate what portion of road is under contract to be maintained. For example: a TWP road is 3.00 miles in length and the TWP contracts for .65 miles of grading once per month and 3.00 miles of snowplowing, the separate maps better indicate maintenance contracted for. **Mark any changes/additions/deletions you may want to make to Attachment "A" in the comment section.** We will make changes as marked and provide you with updated Attachment "A" and maps when returning your Board approved contract. **Please Note: This contract is the only opportunity to sign up for dust control in cooperation with the County.** We use road names that reflect the name used for the 911 Emergency Programs. To help eliminate confusion, we ask that you refer to roads using only these names. Included in your packet is a copy of the Itasca County Snow Removal Policy which was last revised in 2014.

Please be advised that Itasca County continues to evaluate the cost to provide these services. If the data suggests that the cost to provide any of the services exceeds the current rates, notices will be mailed to townships mid-2020 to provide time for future budget adjustments or to search for another provider.

If there are any questions, please feel free to stop by our office or give me a call at (218) 327-2833.

## AGREEMENT FOR WORK ON TOWNSHIP ROADS

This Agreement made this \_\_\_\_ day of \_\_\_\_\_, 2020, by and between the County of Itasca, hereinafter referred to as the "County" or "Itasca County", and the Township of \_\_\_\_\_, hereinafter referred to as the "Township".

Whereas, pursuant to the laws of Minnesota, the governing body of any Township may contract with Itasca County, in which the Township is situated, for the use of County equipment and operators, for snow removal from, for the blading of, and for application of dust control materials on any or all Township roads within the Township.

Whereas, pursuant to the laws of Minnesota, the contract price to be paid by the Township to Itasca County, shall not be less than the actual cost to the Transportation Department for the use of such equipment, operator, materials or contracted cost.

Now, wherefore, in consideration for such work the Township agrees to pay Itasca County at the rates shown in Attachment "A", for the said twelve-month period for snowplowing, grading and/or dust control application, subject to the following:

1. Term  
This Agreement for grading, snowplowing and/or dust control application shall commence on the first day of May, 2020, and shall continue for a twelve (12) month period. This Agreement may be extended for additional twelve month periods upon the mutual consent of the Transportation Department and the Township.
2. Termination  
Either party may cancel this Agreement upon Thirty (30) days notice, with or without cause. Notice shall be in writing served by mail or in person by the Township to the Itasca County Engineer, and by the Transportation Department to the Township Clerk. In the case of dust control, notice must be received by May 15 for the year of the agreement.
3. Employees  
Transportation Department employees performing the work on Township roads as described in this Agreement shall be deemed Transportation Department employees for all purposes while so engaged. Dust control application shall be through an Itasca County contract.
4. Billing  
The Township shall pay Itasca County upon receipt of invoice for services, snowplowing services are billed in January, grading services are billed in July, and dust control services are billed in August.
5. Attachment "A"  
Attachment "A" shall be considered a part of this "Agreement for Work on Township Roads" and shall provide the information as follows:
  - a.) Annual rates (per mile) for grading gravel roads once per month and twice per month. The annual rates will be set by Itasca County.
  - b.) Annual rate (per mile) for snowplowing. The annual rates will be set by Itasca County.
  - c.) Application rate (per mile, 18 foot width, single application) of dust control. The dust control rates will be based on supplier pricing for the Itasca County wide chloride application.
  - d.) Township shall indicate which roads are included in this agreement, along with the length of each road.
  - e.) Maps of roads as required. Itasca County will provide maps of the Township roads as part of this agreement.

6. Time and Manner of Work

- A. The Transportation Department reserves the right to do the work described in this Agreement on Township roads at such time and in such manner so as to not interfere with, nor delay, the work schedule of County roads. The Transportation Department has an obligation to provide services first to Itasca County Roads. As it is likely that the services provided herein may be also needed at more than one location at any time, it shall be at the sole discretion of the County Highway Engineer or his designee to determine the allocation of resources available to provide services under this agreement. This determination shall be final. The Township hereby absolves and agrees to indemnify and hold harmless Itasca County, its agents, servants or employees from any liability arising from such decisions.
- B. Snowplowing will not be performed before November 1<sup>st</sup>, or after March 31<sup>st</sup>; unless determined to be necessary by the District Maintenance Supervisor, the Highway Maintenance Engineer, or the County Highway Engineer.
- C. Snowplowing for emergency situations will only be performed when the Sheriff's Office makes the request. For emergencies, call 911.

7. Unavoidable Delays

Itasca County shall not be held liable in accordance with this contract for unavoidable delays. Unavoidable delays can include delays which were beyond the power of Itasca County to control, with no fault or negligence on its part. Such delays can include acts of nature, i.e. severely inclement weather, floods, tornadoes and strikes.

8. Special Covenants

- A. Township covenants that each road identified in attachment "A", is a public highway which is open for public use, and which is subject to the jurisdiction and control of the Township.
- B. For each road identified in attachment "A", the Township shall:
  - 1. Erect and maintain appropriate signs at the point of termination of each road.
  - 2. Provide a suitable turnaround site as close to the point of termination of said road as practical. The location and size of the turnaround space shall be subject to approval by the Itasca County Engineer in his/her exclusive discretion.
- C. Township covenants that any and all necessary consents have been obtained and remain in effect enabling entry of Itasca County equipment to land beyond the point of termination of any road identified in attachment "A", where such entry is necessary to reach the designated turnaround area.
- D. Township shall defend, indemnify, and save Itasca County harmless from any and all claims, demands and judgments based upon, right of way claims or arising under Minnesota Statute 160.05, with respect to any road identified in attachment "A", and further including any turnaround area and road leading thereto beyond the designated termination point of road.
- E. Nothing herein shall alter, limit, or diminish the duties and responsibilities of the Township with respect to the roads identified in attachment "A".

9. Indemnification and Hold Harmless

Except as otherwise set forth above in sections 6 and 8 each party shall fully indemnify and hold harmless the other against all claims losses, damages, liability, suits, judgments, costs and expenses by reason of the action, inaction, errors, omissions, or negligence of its employees. This agreement to indemnify and hold harmless does not constitute a waiver by either party of the limitations on liability provided by Minnesota Statutes Chapter 466 or of any defenses or governmental immunities as to third parties. Each party is responsible to maintain liability insurance in at least the amount of its maximum liability under Minnesota Statutes Chapter 466.

To the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single government unit" for the purpose of liability, as set forth in Minnesota Statutes, Section 471.59, Subd. 1a; provided further that for purposes of that statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.

IN WITNESS WHEREOF, the parties hereunto have each caused this Agreement to be executed by their respective officers, hereby duly authorized, as of the date and year first above written.

I have reviewed the foregoing Agreement and I recommend that the Itasca County Board approve the same.

By: \_\_\_\_\_  
**Itasca County Highway Engineer**

Date: \_\_\_\_\_

**APPROVAL BY COUNTY OF ITASCA**

APPROVAL BY \_\_\_\_\_ TOWNSHIP

Motion

By: \_\_\_\_\_  
TWP Board Member

Second

By: \_\_\_\_\_  
TWP Board Member

Motion Passed:

\_\_\_\_\_  
TWP Board Chairperson

Date: \_\_\_\_\_

\_\_\_\_\_  
County Board Chairperson

Date: \_\_\_\_\_

I, the undersigned, am the duly appointed Clerk or Deputy Clerk of the above referenced unit of government and attest that on the above referenced date, at a duly convened meeting of the Board, a resolution was duly adopted by the Board approving the agreement set forth above.

By: \_\_\_\_\_  
**Clerk/Deputy Clerk**  
**Itasca County Board**

By: \_\_\_\_\_  
**Clerk/Deputy Clerk**  
**Township**

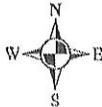
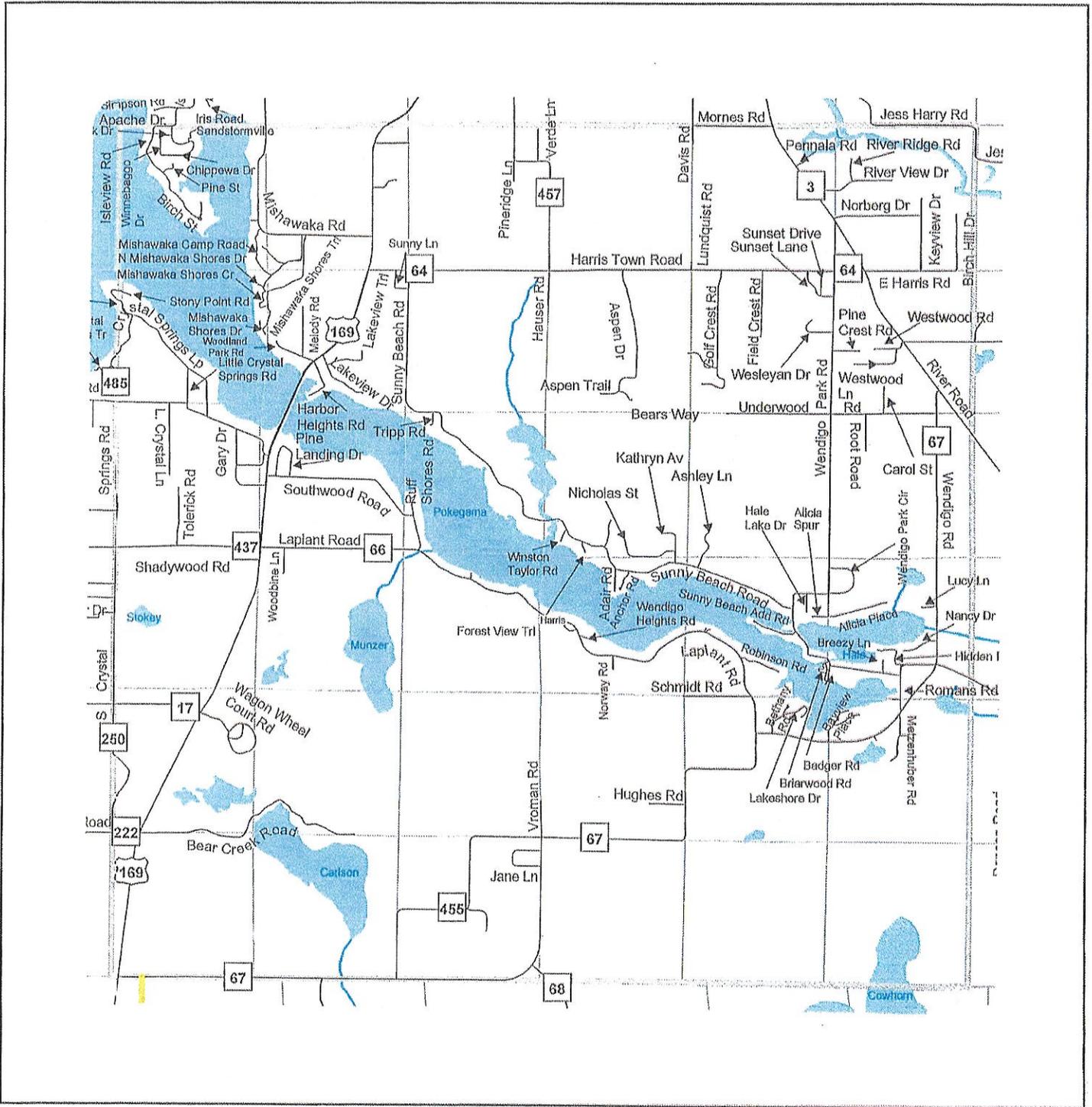
Your Town/Township is currently under contract with Itasca County for the services shown below. This contract expires **April 30th, 2020**. Your Town/Township must authorize continuance of this contract for the period **May 1, 2020 to April 30th, 2021**. If there are changes, please note them in the comments section and we will adjust new contract. Rates for 2020 Grading are: \$700/Mile for one trip per month; and \$1400/Mile for two trips per month. Rate for 2020-2021 Snowplowing is: \$700/Mile. **Estimated rate** for 2020 Dust Control: \$2100/Mile (18 foot width, single application). **Final rate** for 2020 Dust Control will be determined by contract between Itasca County/Supplier and will include grading to prepare road for application.

## HARRIS TWP - Attachment "A"

	Road Name	length of road	grading once	grading twice	snowplowing	dust control	Comments
		miles	per month	per month	miles	miles	
1	Alicia Place	0.55			0.55		
2	Alicia Spur	0.10			0.00		Township will snowplow
3	Apache Drive	0.20			0.20		
4	Aspen Drive	0.75			0.75		
5	Bayview Place	0.30			0.30		
6	Bear Creek Road	1.70			1.70		
7	Birch Hill Drive	0.38			0.38		
8	Birch Street	0.80			0.80		
9	Breezy Lane	0.10			0.10		
10	Carol Street	0.20			0.20		
11	Casper Landing	0.20			0.00		
12	Chippewa Drive	0.30			0.30		
13	Davis Road	0.10			0.10		
14	East Harris Road	0.60			0.60		
15	Field Crest Road	0.50			0.50		
16	Forest View Trail	0.10			0.00		Township will snowplow
17	Gary Drive	0.45			0.45		
18	Harbor Heights Rd.	0.30			0.30		
19	Hauser Road	0.25			0.25		formerly Hauser Drive
20	Hughes Road	0.25			0.25		
21	Isle View Road	0.30			0.30		
22	Jane Lane	0.50			0.50		
23	Jess Harry Road	0.10			0.10		Corner
24	Kathryn Avenue	0.25			0.25		added 12/2015
25	Keyview Drive	0.50			0.50		
26	Lakeview Drive	0.40			0.40		
27	Lakeview Trail	0.30			0.30		added 5/1/2016
28	Little Crystal Lane	0.50			0.50		
29	Lundquist Road						Vacated
30	Melody Road	0.25			0.25		
31	Metzenhuber Road	0.10			0.10		
32	Mishawaka Road	1.55			1.55		
33	Mishawaka Shores Tr	0.60			0.60		

34	Mohawk Drive	0.08			0.08		
35	Nancy Drive	0.25			0.25		
36	Nicholas Street	0.40			0.00	added 12/2015	
37	Norberg Drive	0.60			0.60		
38	Norway Road	0.10			0.10		
39	Pennala Road	0.10			0.10		
40	Pine Crest Road	0.20			0.20		
41	Pine Landing Drive	0.45			0.45		
42	Pine Street	0.15			0.15		
43	River Ridge Road	0.20			0.20		
44	River View Drive	0.60			0.60		
45	Robinson Road	0.30			0.30		
46	Romans Road	0.25			0.25		
47	Root Road	0.30			0.30		
48	Ruff Shores Road	0.15			0.00	Township will snowplow	
49	Schmidt Road	0.45			0.45		
50	Southwood Road	1.40			1.40		
51	Stony Point Road	0.40			0.00	Removed snowplowing 2019	
52	Sunny Beach Add Rd	0.35			0.00	Township will snowplow	
53	Sunny Beach Road	5.70			5.70		
54	Sunny Lane	0.20			0.20		
55	Sunset Drive	0.20			0.20		
56	Sunset Lane	0.30			0.30		
57	Tolerick Road	0.40			0.40	formerly Tolerick Drive	
58	Township Hall				XXX	As Requested	
59	Underwood Road	1.55			1.55		
60	Verde Lane	0.25			0.25		
61	Vroman Road	0.25			0.25		
62	Wagon Wheel Ct Rd.	0.25			0.25		
63	Wendigo Heights Rd	0.10			0.10		
64	Wendigo Park Circle	0.40			0.40	added 12/2015	
65	Wendigo Park Road	2.90			2.90		
66	Wesleyan Drive	0.30			0.30	formerly Wesleyan Road	
67	Westwood Lane	0.25			0.25		
68	Westwood Road	0.25			0.25		
69	Winnebago Drive	0.15			0.15		
70	Winston Taylor Rd.	0.04			0.00	Township will snowplow	
71	Woodbine Lane	0.15			0.15		
72	Woodland Park Rd.	0.30			0.30		
	Totals-	34.15	0.00	0.00	32.41	0.00	last updated: May 6, 2019

# Harris Township



**Township Road Maintenance  
Grading Once Per Month  
Last Updated: 5/01/2018**

### Legend

- Roads Graded Once Per Month Under Contract
- All Other Roads
- Section Lines
- Township Line
- Lakes
- ~ Rivers

Esri Geographic Information System  
"Decision support through automation"

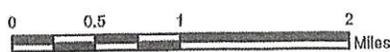
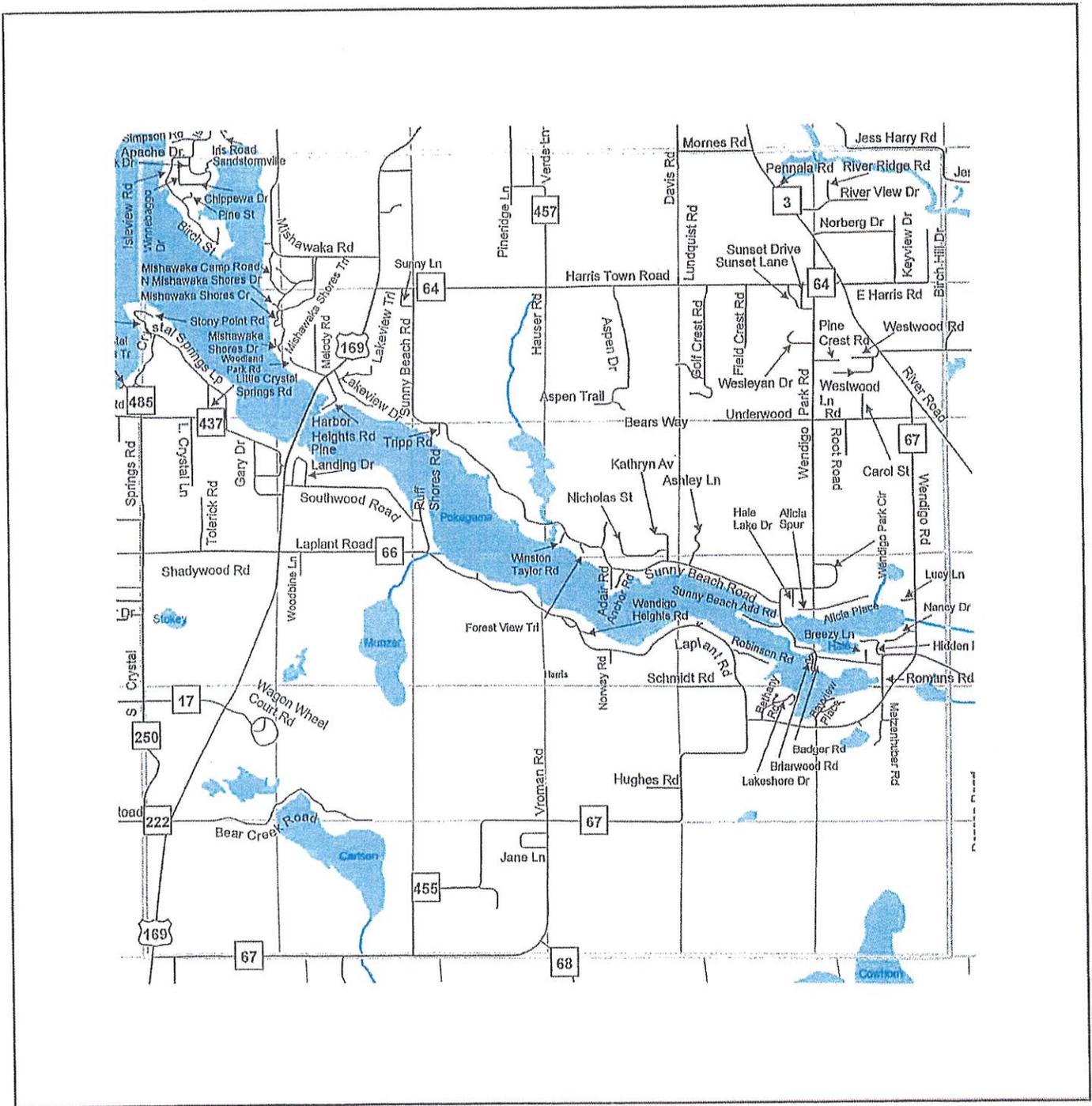
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HWMAINTENANCE Maintenance Contracts/Twp-City Maintenance  
Township Maintenance Agreement Maps 2019-2020 Maps

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

# Harris Township



**Township Road Maintenance  
Grading Twice Per Month  
Last Updated: 5/01/2018**

**Legend**

- Roads Graded Twice Per Month Under Contract
- All Other Roads
- Section Lines
- ▭ Township Line
- 🟦 Lakes
- 🟦 Rivers

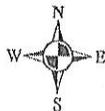
Itasca Geographic Information System  
"Decision support through automation"

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IT MAINTENANCE Maintenance Contracts/Twp. City Maintenance  
Township Maintenance Agreement Maps 2019-2020 Maps

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

# Harris Township



## Township Road Maintenance Snow Plowing Last Updated: 5/06/2019

### Legend

-  Roads Snowplowed Under Contract
-  All Other Roads
-  Section Lines
-  Township Line
-  Lakes
-  Rivers

Intelligent Geographic System  
Decision Support through automation

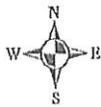
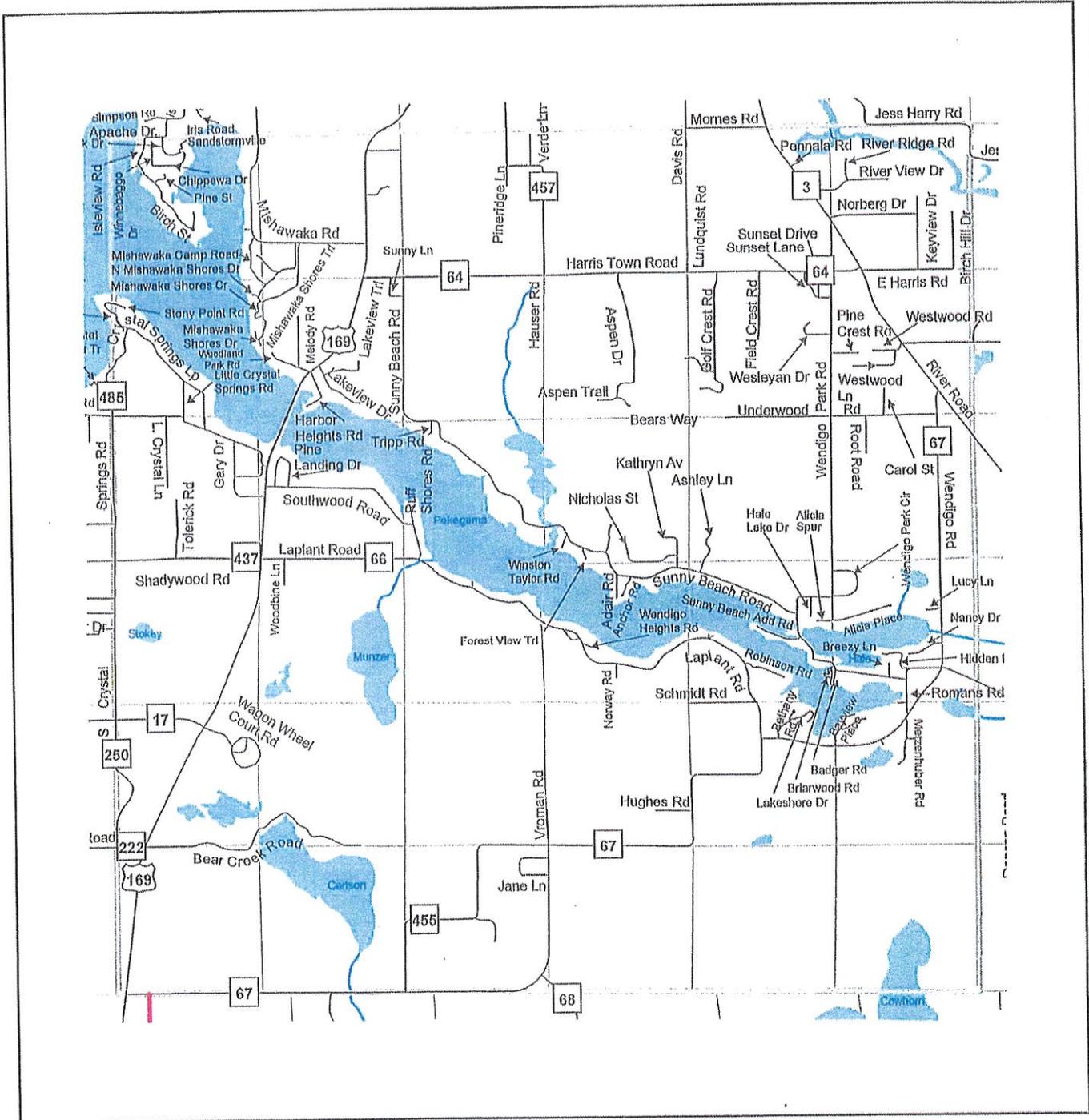
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MAINTENANCE Contracts/Twp City Maintenance  
Township Maintenance Agreement Maps 2019-2020 Maps

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

# Harris Township



**Township Road Maintenance  
Dust Control  
Last Updated: 5/01/2018**

**Legend**

- Roads With Dust Control Applied Under Contract
- All Other Roads
- Section Lines
- ▭ Township Line
- 🟦 Lakes
- 🟦 Rivers

Hexaca Geographic Information System  
"Decision support through automation"

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ITASCA COUNTY Maintenance Contracts/Town-City Maintenance  
Township Maintenance Agreement Maps/2019-2020 Maps

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

# SNOW REMOVAL POLICY

## ITASCA COUNTY TRANSPORTATION DEPARTMENT

Effective Date: November 1, 1989

Revised: November 18, 2014

Policy Number: Operations 89-4

Distribution: Commissioner's Office  
Engineer's Office  
All Garages

Number of Pages: 4

### PURPOSE

To improve citizen awareness of snow removal procedures for increased safety to the motoring public.

APPLICABLE STATUTES N/A

### POLICY

The following "press release" or modification thereof will be released at the beginning of each winter season:

#### ITASCA COUNTY SNOW REMOVAL POLICY

##### OVERVIEW

With the advent of each Minnesota snow season comes the concern about access to work, school and business. The safety and convenience of the traveling public is a main concern of the Itasca County Transportation Department. The goal of the Transportation Department is to have all County Roads passable within a reasonable amount of time after a snowfall has stopped.

THE COUNTY DOES NOT ASSURE A COMPLETELY BARE ROAD AND WILL NOT DEICE ENTIRE SECTIONS OF ROADWAY. USERS OF THE HIGHWAY SYSTEM ARE REMINDED TO EXERCISE CAUTION AND DRIVE WITH CARE. THE LEGAL SPEED LIMIT MAY NOT BE POSSIBLE AT ALL TIMES.

## SNOW REMOVAL POLICY

### SNOW REMOVAL POLICY

#### 1. Dispatching of Snowplows

a. The County will usually not dispatch snowplows until after a snowfall has stopped. During extended periods of snowfall, exceptions may be made. Snowplows will not be sent out in situations that may be hazardous due to restricted visibility. If snowfall stops during regular working hours, plows may be dispatched at that time. If the snowfall stops during the night, or early morning hours, snowplows may be dispatched before the normal start of work time, as deemed necessary by the District Maintenance Foreman. Weekend plowing will be handled in a similar fashion.

b. Snowplowing for emergency situations will only be performed when the Sheriff's office makes the request. For emergencies, call 911.

c. Snowplows will not be dispatched before November 1<sup>st</sup> or after March 31<sup>st</sup>, unless determined to be necessary, by the District Maintenance Foreman.

d. Exceptions to the Snowplowing Policy may occur at times; when determined to be necessary by the County Maintenance Engineer or the County Highway Engineer.

#### 2. Operations

Generally the clearing of roads will consist of three phases: making the road passable; widening and deicing; and cleaning up. Dependent upon the situation, more than one phase may be accomplished at one time. Private driveways under contract for plowing by the County will generally be plowed following the opening of County Roads and Township Roads under contract for County snowplowing.

##### a. Make the Road Passable.

Clean one lane in each direction. Generally plow and wing are used.

##### b. Widen the Lanes to Edge of Shoulder/Deicing

## SNOW REMOVAL POLICY

Deicing is done at problem locations on paved/roads including intersections, curves, hills and bridges. Appropriate deicing activities will be used based on anticipated pavement temperatures and accepted deicing practices. At pavement temperatures below +20 degrees, salt use will be limited, as it becomes ineffective at lower temperatures.

### c. Clean Up

Remove ice and slush off roadway after deicing and sun have been allowed to work.

### 3. Personal Properties

a. Mailboxes and fences damaged during snow removal will be evaluated case by case. Only those mailboxes and fences that were properly located and installed, and which were damaged by actual contact with County equipment will be repaired at County expense.

b. As snow is plowed from roadways, operators leave as little snow across driveways as possible. County removal of this windrow is infeasible and remains the property owner's responsibility.

County residents are reminded that IT IS UNLAWFUL to plow snow from driveways onto or across County roads. Piles of snow left on or near the road can freeze into a solid mass creating a hazardous situation for vehicles and snowplows. Accidents and damages caused by snow piles placed in the roadway may result in liability to the property owner. Piles of snow increase the chances of drifting snow onto the roadway.

c. County residents are reminded to remove parked vehicles from County roads to assist in snow removal.

d. The Transportation Department may assist stranded motorists by contacting law enforcement/emergency personnel. The Transportation Department WILL NOT ATTEMPT TO REMOVE STUCK VEHICLES from ditches, snow banks or any other impediment.

### 4. Sidewalks

## SNOW REMOVAL POLICY

Sidewalks on County or County State Aid Highways within municipalities are the responsibility of the municipality, just as any other public utility. Policy of individual municipalities regarding sidewalk snow removal may vary between municipalities.

### 5. Information

Questions or concerns regarding snow removal and/or road conditions should be directed to County Highway Engineer at 327-2853.

Adopted by the County Board on April 26, 1994

7A

PARK/CEMETERY INSPECTIONS: by Supervisor Clayton

	DATE	CEMETERY	WENDIGO	CRYSTAL SPRINGS
CEMETERY:	11/2/2020			
GRASS CUT:				
GRASS TRIMMED:				
ANY TRASH?				
ANY VANDALISM?				
EXCESSIVE WATER STANDING/ ANY AREAS OF CONCERN				
PARKS:				
VOLLEYBALL COURT:				
NETS				
POSTS				
COURT				
GRASS CUT/TRIMMED				
TENNIS COURT:				
NET				
POSTS				
COURT				
GRASS CUT/TRIMMED				

Handwritten notes in blue ink:

- A large checkmark is drawn across the top of the table.
- Under "CEMETERY": SNOW
- Under "WENDIGO": SNOW ←
- Under "CRYSTAL SPRINGS": SNOW →
- Under "VOLLEYBALL COURT": NETS
- Under "TENNIS COURT": SNOW ←





PARKS (CONTINUED):

BASEBALL FIELD:  
SHAPE/ANY REPAIR  
NEEDED  
GRASS CUT/TRIMMED

BASKETBALL AREA:  
NET

PICNIC AREA:  
TABLES/BENCHES  
TRASH

PLAYGROUND AREA:  
SWINGS  
SLIDES  
TRASH  
ANYTHING BROKEN

HORSESHOE COURT  
TRASH

PARKING LOT:  
TRASH  
ICE RINK/WARMING SHACK  
OUTHOUSE:  
CLEAN/CALL NEEDED TO VENDOR?

OVERALL COMMENTS:

DATE  
1/10/2020

CEMETERY

WENDIGO

CRYSTAL SPRINGS

DA

↳ snow →

Overall + Wendigo Parks - open, but  
closed down with deep cold weather (1/5, 1/10, 1/11)  
Goodway + Wendigo has been having  
\*Moby's status has been coming out.







PARKS (CONTINUED):

BASEBALL FIELD:  
SHAPE/ANY REPAIR  
NEEDED  
GRASS CUT/TRIMMED

BASKETBALL AREA:  
NET

PICNIC AREA:  
TABLES/BENCHES  
TRASH

PLAYGROUND AREA:  
SWINGS  
SLIDES  
TRASH  
ANYTHING BROKEN

HORSESHOE COURT  
TRASH

PARKING LOT:  
TRASH  
ICE RINK/WARMING SHACK  
OUTHOUSE:  
CLEAN/CALL NEEDED TO VENDOR?

OVERALL COMMENTS:

1/23/2020  
Wendigo  
Crystal Springs  
Wendigo - make home finished gradually. ice looks sub  
optimal - about 100m in park check snow but spend at  
4 pm







Harris Township Monthly Hall Report  
Caretaker: Bryanna Vetsch Date: January 2020

9A.

- 1) Cleaning, Key meetings: 7.5 hrs
- 2) Texts, calls, supplies, miscellaneous duties/work: 7.75 hrs.  
(Inspections, maintenance, non-routine work, Board Meeting Functions)

Notes:

Total (all hours worked): 15.25 hrs

**Rentals:**

- 
- 1) Residents: 4

No charge/discounted ONLY by board approval 1

Notes:

-01/02 Political function during election year- no charge

- 2) Non-residents: 3

Discounted ONLY by board approval 1

Notes: 01/28- Open House for Jail Project

- 3) Board functions, (meetings, scheduled, elections): 6

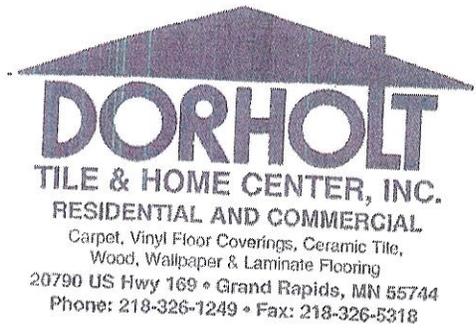
Total: 13

Deposits Retained: 0

Reason: \_\_\_\_\_

Total Money Collected: \$275





11B.

February 18, 2020

Proposal: 2182020  
Project: Harris Town Hall Flooring  
Attn: Harris Township

Please find below several options for the floor in the town hall, per our conversation with Jim. If there are any questions, please call.

Material and Labor to demo/dispose of the existing vinyl tile	\$ 2,280.00
Install Vinyl Composition Tile – Requires Waxing	\$ 3,860.00
Install Quartz Tile	\$ 12,659.00
Install Walk-off carpet tile at entryway (12 x 14 area)	\$ 1,637.00
Install Vinyl Plank	\$ 7,629.00
Add 1/4" plywood to floor and quarter round	\$ 4,448.00

Transitions are included, owner to move tables and chairs.

Please call with any questions or clarifications.

Thank You,

Mark Dorholt  
Dorholt Tile & Home Center, Inc.  
218-326-1249 or 218-259-1249  
[mcdorholt.com](http://mcdorholt.com)

From: Harris Township supervisor dhtp@gmail.com  
 Subject: flooring  
 Date: Feb 21, 2020 at 7:24:23 AM  
 To: Clerk harristownshipclerk@gmail.com

American Solutions for Business - Glenwood, MN 56334 37186596-DAH



# FLOOR to CEILING

INTERIOR DESIGN SHOWROOM  
 www.floor-to-ceiling-gr.com "we cover it all"

1001 NW 4th Street  
 Grand Rapids, MN 55744      Tel: (218) 327-1136      Fax: (218) 327-3315

S O L D T O	NAME	Harris Town Hall	INVOICE NO.	320 116824
	ADDRESS		ORDER DATE	2-19-20
	CITY-STATE-ZIP		SOLD BY	Bob
DELIVER-INSTALL ADDRESS			PICK-UP/INSTALL DATE	Bid.
Jim Kelly 218-259-0317			ESTIMATE NO.	
DELIVER-INSTALL PHONE NO. NAME-DEL. TIME & ETC.			CUST. ORDER NO.	

TERMS: BALANCE DUE UPON RECEIPT OF GOODS

DELY	PICK-UP	INSTAL	CASH	CHARGE
<input type="checkbox"/>				

QUANTITY	DESCRIPTION	FCS NUMBER	PRICE	AMOUNT
	Any Metroflo. Base New All Colors			\$5,104. <sup>00</sup>
	Metroflo. Parvail 6000 glue			\$550. <sup>00</sup>
	Any color Johnsonite Vinyl Base 4"			\$338. <sup>00</sup>
	1/4" Underlayment			\$1,440. <sup>00</sup>
	Installation (w/ Underlayment, tear up, Base + glue)			\$4,995. <sup>00</sup>
	Strip old VCT			\$150. <sup>00</sup>

REMARKS:

SUB-TOTAL	
SALES TAX	\$510. <sup>95</sup>
TOTAL	\$13,087. <sup>95</sup>
DEPOSIT	
BALANCE	

supervisor dhtp@gmail

Must be made within 30 days. Received by:  
 RETURNS - Subject to restocking charge.

**Payment Request**  
 Harris Township  
 Itasca County

13B.

Name: Becky Adams  
 Address: 20608 Crystal Springs LP

Date	Description	# Hours	Rate	Amount
2/5/2012	Board of Audit	fixed rate	\$60.00	\$60.00
2/12/2020	Regular Meeting	fixed rate	\$60.00	\$60.00
	Planning and Development Meeting	fixed rate	\$60.00	\$ -
<b>Additional Work:</b>				
SALARY	Treasurers salary - \$700 per month			
2/8/2020	emails, online claims, pay requests prepared, copies for clerk	0.5	\$ 700.00	\$ 350.00
2/8/2020	balance bank statement, update claims, caretaker questions on pay request, input feb claim, input feb payroll	1.5		
2/12/2020	process reimbursements, finish withholding disbursements, bill list prep, financial reports from CTAS	5		
2/12/2020	Process mail, process receipts, process and print postage check	2		
2/13/2020	notary signed papers with Peggy, sign check, look over clerk resumes	1		
2/13/2020	process online payments, post claims, post, payroll, print payment receipts	1		
2/19/2020	process PERA report and payment, start prepping bills for PD, print online bills	2		
		1.5		
1/31/2020	accounts for CTAS cleanup and reassign-prepping for Board of Audit (missed on previous pay request)	3	\$ 18.70	\$ 56.10
2/8/2020	Training with new treasurer (half of 3 hrs)	1.5	\$ 18.70	\$ 28.05
2/9/2020	Wells Fargo to CTAS comparisons on all checks, payments, receipts	2	\$ 18.70	\$ 37.40
2/13/2020	Continued - Wells Fargo to CTAS comparisons	2	\$ 18.70	\$ 37.40
2/15/2020	Compare Budget to Actual - CTAS to EXCEL	2	\$ 18.70	\$ 37.40
2/16/2020	Continue - Budget to Actual - CTAS to EXCEL, prep for meeting	3	\$ 18.70	\$ 56.10
2/17/2020	Update maintenance accounts, continue comparisons between CTAS and Excel, prepare financials for both CTAS and EXCEL, prepare Treasurer Summary report	4.5	\$ 18.70	\$ 84.15
2/18/2020	Board of Audit part II - prep and printing pre meeting, 1 hour for meeting, training post meeting	4	\$ 18.70	\$ 74.80
2/19/2020	Finish final report for W2, W3 to SSA and State of MN	1	\$ 18.70	\$ 18.70
		23	\$ 430.10	
			Total	\$ 840.10
			pera	
			fica	
			medi	
			fed	
			state	
			Net pay	
<b>Reimbursements:</b>				
	Copies and Postage -	\$ -		
	Mileage - .575*	\$ -		
	<i>Total reimbursements requested:</i>	\$ -		

Check amt: \_\_\_\_\_

I declare under the penalties of law that this account, claim or demand is just and correct and that no part of it has been paid. Minn. Stat. § 471.391, subd. 1.

Signature Becky Adams Date 2/20/2020



**Payment Request**

**Caretaker**

Harris Township

Itasca County

Name: Bryanna Vetsch

Address: 19153 Cardinal Dr.

55744

February 8, 2020- February 21, 2020

Date	Description	# Hours	Rate	Amount
Texts, calls				
2/8/2020	Call from Dennis, returned, left VM	0.25		\$3.25
2/8/2020	Text re 02/08 km	0.25		\$3.25
2/9/2020	Call from Peggy re tape and stained blinds	0.25	\$13.00	\$3.25
2/10/2020	Text re 02/08 deposit being kept and KM 02/29	0.25		\$3.25
2/10/2020	Call re 06/21 reserved	0.25	\$13.00	\$3.25
2/10/2020	Call from 2/22 re questions	0.25		\$3.25
2/10/2020	Call re May availability	0.25		\$3.25
2/10/2020	Text from 2/22 re Key meeting	0.25		\$3.25
2/10/2020	Call re availability	0.25		\$3.25
2/12/2020	Call re 04/18 reserved	0.25		\$3.25
2/12/2020	Call re 05/02 confirming reservation	0.25		\$3.25
2/13/2020	Call re March availability and questions	0.25		\$3.25
2/14/2020	Text re 05/12 reserved	0.25		\$3.25
2/14/2020	Call from 01/25 renter re deposit	0.25		\$3.25
2/15/2020	Call re March 7- considering	0.25		\$3.25
2/17/2020	Text re 2/29 KM reschedule	0.25		\$3.25
2/17/2020	Call re 2/25 KM reschedule	0.25		\$3.25
2/17/2020	Call re 01/25 deposit	0.25		\$3.25
2/17/2020	Call re 05/02 reserved	0.25		\$3.25
2/18/2020	Call from Peggy re board function and renter mixup	0.25		\$3.25
2/18/2020	Call to Vintage Car Club re reservations	0.25		\$3.25
2/19/2020	Call to 2/29 re KM: still waiting	0.25		\$3.25
2/19/2020	Text w Peggy re Flyway and duct tape	0.25		\$3.25
2/20/2020	Call to Flyway re 2020 reservations	0.5		\$6.50
2/21/2020	Call re 03/28 reserved	0.25		\$3.25
2/21/2020	Call re May availability	0.25		\$3.25
2/21/2020	Call 2/25 renter re double booking	0.25		\$3.25
2/21/2020	Call to Peggy re printer	0.25		\$3.25
2/21/2020	call re August 3 crystal park- left VM	0.25		\$3.25
2/21/2020	call re May 2- reserved	0.25		\$3.25
				\$100.75
		7.75		\$100.75

I declare under the penalties of law that this account, claim or demand is just and correct and that no part of it has been paid. Minn. Stat. § 471.391, subd. 1.

Bryanna Vetsch 12/19/19

Signature

Date

2/21/2020

**Payment Request**

**Caretaker**

Harris Township

Itasca County

Name: Bryanna Vetsch

Address: 19153 Cardinal Dr.

February 8, 2020- February 21, 2020

55744

Date	Description	# Hours	Rate	Amount
<b>Key meetings</b>				
<b>Cleaning:</b>				
2/8/2020	Tidying hall after board work session	0.25		\$3.25
2/8/2020	KM with 2/8 renter	0.25		\$3.25
2/10/2020	*Clean hall after 2/8: floors, carpets, kitchen cupboards	2	\$13.00	\$26.00
2/10/2020	KM with 2/22	0.25	\$13.00	\$3.25
2/13/2020	Tidy after board meeting	0.25		\$3.25
2/16/2020	Clean after 2/15 renter: floors, duct tape residue, highchairs/trashcans, kitchen cupboards	1.5		\$19.50
2/17/2020	KM with 2/23	0.25		\$3.25
2/17/2020	Waiting for 2/25 for KM: resched	0.25		\$3.25
2/17/2020	Scrubbing at duct tape on floors	0.25		\$3.25
2/21/2020	Removing duct tape from floors	0.25		\$3.25
2/21/2020	Cleaning after 2/18: floors, bathrooms, counters	1		\$13.00
2/21/2020	Paperwork: trouble with printer	1		\$13.00
				\$97.50
		7.5	\$13.00	\$97.50

I declare under the penalties of law that this account, claim or demand is just and correct and that no part of it has been paid. Minn. Stat. § 471.391, subd. 1.

Bryanna Vetsch 2/21/2020

\_\_\_\_\_  
Signature Date





**MINNESOTA LLC**

Manney's Shoppers  
 Mesabi Daily News, 218-741-5544  
 Hibbing Daily Tribune, 218-262-1011  
 Grand Rapids Herald Review, 218-326-6623  
 Walker Pilot Independent, 218-547-1000  
 Chisholm Tribune Press, 218-254-4432

**ADVERTISING STATEMENT/INVOICE**

1  Billing Period 01/2020		2  Advertiser/Client Name HARRIS TOWNSHIP			
23  Total Amount Due 38.85		*Unapplied Amount		3  Terms of Payment	
21  Current Net Amount Due 38.85	22  30 Days .00	60 Days .00		Over 90 Days .00	
4  Page Number 1	5  Billing Date 01/31/20	6  Billed Account Number 3017010 SHAFE.		7  Advertiser/Client Number 3017010	

8  Billed Account Name and Address HARRIS TOWNSHIP HARRIS SERVICE CTR/TREASURER 20876 WENDIGO PARK RD GRAND RAPIDS MN 55744		9  Remittance Address REMIT PAYMENT TO: APG Media of MN, LLC Regional Accounting Office PO Box 410 Ashland, WI 54806	
---	--	---	--

GO GREEN-Sign up for E-Statements, send an e-mail to AR@adamspg.com.

For advertising questions, contact your local newspaper listed above. For billing/payments, e-mail AR@adamspg.com or call 715-858-7330.

Please Return Upper Portion With Payment

10  Date	11  Reference	12 13 14  Description-Other Comments/Charges	15  SAU Size 16  Billed Units	17  Times Run 18  Rate	19  Gross Amount	20  Net Amount
		BALANCE FORWARD				653.15
01/14/20	269917	RAO PAYMENT				-307.15
	RP	CK# 19261				
01/27/20	271410	RAO PAYMENT				-653.15
	RP	CK# 19274				
01/05/20	323617	APPOINTED CLERK	3.0X 4.00	2		
	CLDIS	GRHR	12.00	14.00	346.00	346.00

RECEIVED  
2/10/2020

**Statement of Account - Aging of Past Due Amounts**

Due date: 02/15/20

21  Current Net Amount Due 38.85	22  30 Days 0.00	60 Days 0.00	Over 90 Days 0.00	*Unapplied Amount	23  Total Amount Due 38.85
-------------------------------------	---------------------	-----------------	----------------------	-------------------	-------------------------------

**APG Media of MN**

\* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

24  Invoice Number 01203017010	25  Advertiser Information 1  Billing Period 01/2020	6  Billed Account Number 3017010	7  Advertiser/Client Number 3017010	2  Advertiser/Client Name HARRIS TOWNSHIP
-----------------------------------	--	-------------------------------------	--	--



Visit centurylink.com

HARRIS TOWNSHIP

Bill Date: Feb 1, 2020  
Account Number: 218 Z01-0062 881

Balance Forward	New Charges	Total Amount Due	Due Date for New Charges
\$ .00	\$199.55	\$199.55	Auto Pay

### Account Summary

**Previous Balance**  
 Transferred Balance  
 Payment  
**Balance Forward**

199.59  
 199.59  
 \$ .00

*Thank you for your payment*

**New Charges**  
 CenturyLink  
**Total New Charges**

199.55  
 \$199.55

For questions, call:  
1-800-603-6000



**TOTAL PAID THROUGH AUTOMATIC PAYMENT** **\$199.55**

Payment will be taken from your checking/savings account approximately 18 days after your bill date.

Business needs change regularly. As a valued business customer, we want to work with you to provide a complete and cost effective solution for your business.

Call (888) 544-4495 today for a free account consultation with a dedicated business sales consultant.

For billing or technical questions, please call (877) 453-9407.

CenturyLink, P O Box 2956, Phoenix, AZ 85062-2956

Please fold, tear here and return this portion with your payment.



62202550 C3 RP 02 20200202 NNNNNNNN 0000757 0003



HARRIS TOWNSHIP  
20876 WENDIGO PARK RD  
GRAND RAPIDS MN 55744-4682

Bill Date: Feb 1, 2020  
Account No: 218 Z01-0062 881  
New Charges: \$199.55

**TOTAL AMOUNT DUE: \$199.55**

Payment made through CenturyLink Automatic Payment Plan.

CENTURYLINK  
P O BOX 2956  
PHOENIX, AZ 85062-2956



3352187101006220202020881200000000000000199554



HARRIS TOWNSHIP

Bill Date: Feb 1, 2020  
Account Number: 218 Z01-0062 881

For questions, call 1-800-603-6000

Summary Bill

Page 2

SUMMARY OF ACCOUNTS

ACCOUNT	ACCOUNT CODE	ORDER ACT.	TOTAL
218Z010062	881		.00
2183266190	657		83.66
2183270080	040		36.80
2183271864	419		42.29
2183275494	370		36.80

SUMMARY OF SERVICES

QUANTITY	SERVICES	CODE
1	CHOICE BUSINESS PRIME	PGOQT
1	Extended Area Service	EAJBE
1	3-Way Calling	ESC
1	Call Forwarding	ESM
3	MEAS BUSINESS NO ALLOWANCE	LMB
1	Non-Listed Service	NLT
1	Non-Published Service	NPU
1	Last Call Return	NSQ
1	Non-Telecom Svc Surcharge	NT1

SUMMARY OF TRANSFERRED BALANCE

ACCOUNT	AMOUNT
218 327-5494	36.80
218 327-1864	42.29
218 327-0080	36.84
218 326-6190	60.86
218 326-6190	22.80
<b>TOTAL TRANSFERRED BALANCE</b>	<b>199.59</b>



Harris Township

EMF

Payroll related services, please pay from this invoice.  
2281-142695 Account # 22810565

Invoice Date 2/11/2020  
Invoice Number 23592525

Page: 1 of 1

Harris Township  
G167 - Rink Attendant  
Clayton, Richard James  
2/09/2020 Regular Time 16.00 hours @ \$14.80 per hour  
Dumke, Nicholas Gerhard  
2/09/2020 Regular Time 21.75 hours @ \$14.80 per hour  
Reiser, Cole A  
2/09/2020 Regular Time 16.75 hours @ \$14.80 per hour  
Ritter, Michael Daniel  
2/09/2020 Regular Time 17.00 hours @ \$14.80 per hour

item	summary
	\$236.80
	\$321.90
	\$247.90
	\$251.60

Invoice Total \$1,058.20

For questions regarding your account, contact Duluth/Superior MN at (218) 624-4416

Express offers total client care, professional search, HR services and employment solutions at all levels.



Account Number	22810565
Invoice Number	23592525
Invoice Date	2/11/2020
Amount Due	\$1,058.20
Due Date	2/21/2020

Please make check payable to Express Services, Inc.

FIN: 840909680



2281

Harris Township  
ATTN: Treasurer  
20876 Wendigo Park Road  
Grand Rapids, MN 55744

Express Services, Inc.  
P.O. BOX 203901  
Dallas, TX 75320-3901



Please return this portion with your payment

000000023592525

000000000142695

00105820



Harris Township

EMF

Payroll related services, please pay from this invoice.  
2281-142695 Account # 22810565

Invoice Date 2/19/2020  
Invoice Number 23633807

Page: 1 of 1

	item	summary
Harris Township		
<b>G167 - Rink Attendant</b>		
Clayton, Richard James		
2/16/2020 Regular Time 16.00 hours @ \$14.80 per hour	\$236.80	
<b>Dumke, Nicholas Gerhard</b>		
2/16/2020 Regular Time 8.00 hours @ \$14.80 per hour	\$118.40	
<b>Reiser, Cole A</b>		
2/16/2020 Regular Time 12.00 hours @ \$14.80 per hour	\$177.60	
<b>Ritter, Michael Daniel</b>		
2/16/2020 Regular Time 4.00 hours @ \$14.80 per hour	\$59.20	
Job Subtotal: G167 - Rink Attendant		<b>\$592.00</b>
<b>G391 - Grounds Laborer</b>		
Schuler, Benjamin R		
2/16/2020 Regular Time 4.00 hours @ \$20.72 per hour	\$82.88	
Job Subtotal: G391 - Grounds Laborer		<b>\$82.88</b>
<b>Invoice Total</b>		<b>\$674.88</b>

For questions regarding your account, contact Duluth/Superior MN at (218) 624-4416

Express offers total client care, professional search, HR services and employment solutions at all levels.



Account Number	22810565
Invoice Number	23633807
Invoice Date	2/19/2020
Amount Due	\$674.88
Due Date	2/29/2020

Please make check payable to Express Services, Inc.

FIN: 840909680



2281

Harris Township  
ATTN: Treasurer  
20876 Wendigo Park Road  
Grand Rapids, MN 55744

Express Services, Inc.  
P.O. BOX 203901  
Dallas, TX 75320-3901



Please return this portion with your payment

000000023633807

000000000142695

00067488

2/8/2020

My Account | Manage your Billing



CONTACT US 24/7 480-505-8877

# Receipt

No 1630956630

**DATE:**

Feb 08, 2020, 7:44 PM

**CUSTOMER #:**

19097686

**BILL TO:**

Derrick Marttila  
20876 Wendigo Park Rd,  
Grand Rapids, Minnesota 55744,  
United States  
Harris Township  
+1.2182445247

**PAYMENT:**

Visa •••• 6443

	\$42.34
<b>Previous Balance</b>	
	\$42.34
<b>Received Payment</b>	
	(\$42.34)
<b>Balance Due (USD)</b>	
	<b>\$0.00</b>

Term	Product	Amount
2 yrs	.ORG Domain Renewal HARRISTOWNSHIPMN.ORG <sup>1</sup>	\$41.98
	<b>Subtotal</b>	
	Taxes	<b>\$41.98</b>
	Fees	\$0.00
		\$0.36
	<b>Total (USD)</b>	
		<b>\$42.34</b>

**REFERENCE**

Taxes	\$0.00
-------	--------

GoDaddy.com, LLC 14455 N. Hayden Rd., Suite 219, Scottsdale, Arizona 85260,	\$0.00
--	--------



L & M Supply, Inc.  
 P.O. Box 280  
 Grand Rapids, MN 55744-0000  
 \*\*\* STATEMENT OF ACCOUNT \*\*\*  
 PERIOD ENDING 1/31/20

ACCOUNT NUMBER: 1000003580

Payment Amount: \_\_\_\_\_

HARRIS TOWNSHIP  
 ATTN: TREASURER  
 20876 WENDIGO PARK ROAD  
 GRAND RAPIDS, MN 55744

Please return this portion with your payment.

DATE	TRANSACTION	CREDITS	CHARGES	BALANCE
1-06-2020	BALANCE FORWARD			36.45
1-27-2020	INVOICE #0001-9533801			40.43
	PAYMENT-THANK YOU	36.45	3.98	3.98

CURRENT	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	TOTAL AMOUNT DUE
3.98				3.98

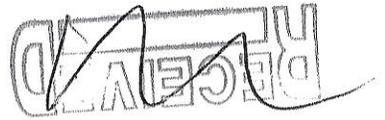
PLEASE REMIT PAYMENT  
 BY 2/25/20  
 TO

THANK YOU FOR  
 SHOPPING AT  
 L&M SUPPLY

L & M Supply, Inc.  
 P.O. Box 280  
 Grand Rapids, MN 55744-0000

218/326-9451

\*\*\*\*\*  
 \*PLEASE REFER ALL QUESTIONS CONCERNING\*  
 \*YOUR ACCOUNT TO OUR CORPORATE OFFICE:\*  
 \* P.O. Box 280 \*  
 \* Grand Rapids, MN 55744 \*  
 \* 218/326-9451 \*  
 \*\*\*\*\*







26039 Bear Ridge Drive  
Cohasset, MN 55721

A Trustworthy Energy Cooperative

Office hours: 8:00 a.m. to 4:30 p.m. Monday-Friday  
In case of an outage, phones answered 24 hours a day.

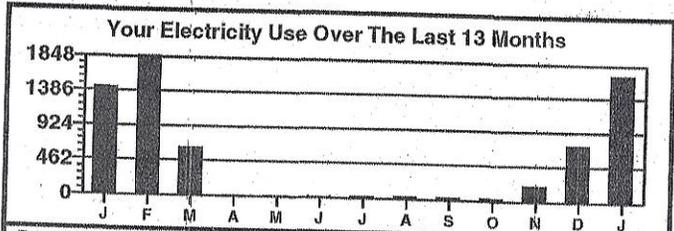
Office 1-800-421-9959  
Pay by Phone 1-888-222-6892 or  
visit us at www.lakecountrypower.coop

666 2 AB 0.416  
HARRIS TOWNSHIP  
ATTN: TREASURER  
20876 WENDIGO PARK RD  
GRAND RAPIDS MN 55744-4682

4 666  
C-5 P-9



YOUR DIRECTOR IS DANIEL W. KINGSLEY, DISTRICT 6.



Connect with your co-op at the district meetings. Co-op news, hot soup dinner and prizes. Watch for your mailed invitation and please RSVP.

ACTIVITY SINCE LAST BILL	AMOUNT
PREVIOUS BILL	145.98
PAYMENT 01/23/2020	-145.98
BALANCE FORWARD DUE IMMEDIATELY	0.00

CURRENT BILL INFORMATION									
RATE CODE	METER	DATES	METER READING PRES	MULTI-PREV	PLIER CODE	USAGE	DESCRIPTION		
40	20032435	02/01 -01/01	2677	980	1	1697	ENERGY CHARGE @ .123600	209.75	
30						80	SERVICE AVAILABILITY CHG: SEC LIGHT-200W HPS(QTY 1)	42.00	
TOTAL CHARGES THIS STATEMENT								265.75	

RECEIVED  
2/18/2020

METER READ AUTOMATICALLY

Account Number	Service Address	Phone Number	Bill Date	Due Date	Net Amount Due
500567550	WENDIGO WARMING HOUSE	(218) 327-8759	02/10/2020	02/29/2020	265.75

Please detach and return this portion with your payment.

Account No.: 500567550      Cycle: 01  
Due Date: 02/29/2020      Net Due: 265.75  
A 1.5% penalty may be applied if payment is not received by the Due Date.

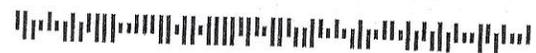
Your Phone Number: (218) 327-8759  
 Check box if your address or phone number has changed. Please enter changes on the back.

HARRIS TOWNSHIP  
ATTN: TREASURER  
20876 WENDIGO PARK RD  
GRAND RAPIDS MN 55744-4842

Lake Country Power  
8535 Park Ridge Drive  
Mountain Iron, MN 55768-2059



0500567550020110000265750000265753





Welcome HARRIS TOWNSHIP

Account Number 8384922380091722

### Account Profile

#### Billing Address

20876 WENDIGO PARK RD  
GRAND RAPIDS MN 557444682

#### Service Address

20876 WENDIGO PARK RD  
GRAND RAPIDS MN 557444682

#### Billing Preferences

You are currently not signed up for Auto BillPay

You are currently signed up for ECOBILLING

[Enroll Now](#)

[Edit](#)

### Billing and Statements

#### Balance Summary

Statement Balance as of 02/08/20 \$155.94  
Payment Due On 02/28/20

[Statement Details](#)

\*Current Balance \$155.94

Today's balance represents the present balance of your account but does not include services or adjustments added today.

#### Billing Summary

Last Payment Amount \$155.94  
Payment Received On 1/23/2020

### About Us

Mediacom Business delivers Internet, Phone and TV services to businesses of all sizes. With a coast-to-coast fiber network, we offer anchor institutions bandwidth and connectivity with speeds of 1 Gigabit and beyond. Mediacom has invested more than \$1 billion over the past four years to operate, expand, and upgrade its robust broadband infrastructure that serves businesses in some 1,500 communities across 22 states.

### Location and Contacts

1 Mediacom Way  
Mediacom Park, NY 10918  
Phone: 1-800-479-2070  
Email: [info@mediacomcc.com](mailto:info@mediacomcc.com)  
Web: [www.mediacombusiness.com](http://www.mediacombusiness.com)

### Questions?

Contact us any time. Inquiries will be answered within 24 hours.

### Discover More

- [News](#)
- [Mediacom Business Blog](#)
- [Partner Program](#)
- [Residential Link](#)

# in f

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[Business Acceptable Use Policy](#) | [Business General Terms](#)

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# I N V O I C E



**MARTIN'S SNOWPLOW  
AND EQUIPMENT**  
105 East US 2  
Cohasset, MN 55721  
Phone #: (218)999-0770  
Fax #: (218)999-5704

PHONE #: (218)244-5247  
CELL #:  
FAX #:  
P.O.#:  
TERMS: **Net 10th EOM**  
SALES ORDER#: **3632**  
SALES TYPE: **Work Order**  
CP: **DanM**  
SALES REP: **DanM**

DATE: **1/17/2020 9:43:02 AM**  
INVOICE #: **7439**  
CUSTOMER#: **100751**  
LOCATION: **1**  
DELIVERY:  
PICK UP:  
TAG #:  
TECH: **RonB**

**BILL TO 100751**

HARRIS TOWNSHIP  
20876 WENDIGO PARK RD  
GRAND RAPIDS, MN 55744

**SHIP TO**

HARRIS TOWNSHIP  
GRAND RAPIDS, MN 55744

YEAR	MFR	MODEL NUMBER	DESCRIPTION	VIN/SERIAL #	MILAGE / PURCH

1: Job 1 Tech: RonB [ ]

MFR	PRODUCT NUMBER	DESCRIPTION	SOLD	B/O	PRICE	NET	TOTAL
BUY	16120820	CUTTING EDGE 40inx 6.0in x .500	2	0	\$137.64	\$137.64	\$275.28
BUY	16120840	CUTTING EDGE VXDS CTR 11.18x 6.0 x .500	1	0	\$59.07	\$59.07	\$59.07
BUY	16120850	CUTTING EDGE VXPS CTR 11.18x 6.0 x .500	1	0	\$59.07	\$59.07	\$59.07
BUY	16120114	HDW KIT, CUTTING EDGE,	1	0	\$14.31	\$14.31	\$14.31
<b>Parts Job 1:</b>						<b>\$407.73</b>	
LABOR	DESCRIPTION		HRS		RATE	AMOUNT	TOTAL
GEN-01	LABOR		0.5		\$92.50		\$46.25
<b>Hours Job 1:</b>			<b>0.5</b>			<b>Labor Job 1:</b>	<b>\$46.25</b>
<b>Subtotal Job 1:</b>						<b>\$453.98</b>	

No returns on electrical or special order items. There may be a 20% restocking fee imposed on returned items. All returns must be accompanied by the original receipt and be made within 30 days. Thank you for your business!

<b>TOTAL PARTS:</b>	<b>\$407.73</b>
<b>TOTAL LABOR:</b>	<b>\$46.25</b>
<b>TOTAL EXTRAS:</b>	<b>\$0.00</b>
<b>SUBTOTAL:</b>	<b>\$453.98</b>
<b>TAX:</b>	<b>\$0.00</b>
<b>INVOICE TOTAL:</b>	<b>\$453.98</b>
<b>AMOUNT DUE:</b>	<b>\$453.98</b>

*[Handwritten Signature]*

Picked Up By: \_\_\_\_\_

# PORTABLE JOHN

P. O. BOX 490  
HIBBING, MN 55746-0490

(218) 262-4576

DULUTH: 1-218-733-1377

TOLL FREE: 1-800-370-4576



FEBRUARY 10, 2020

INVOICE #: 106563

**BILL TO:**

HARRIS TOWNSHIP (BL)  
20876 WENDIGO PARK ROAD

**UNIT LOCATION**

LANDINGS - MISHAWAKA, LAPLANT, TROO  
MISHAWAKA RD, LAPLANT RD, SUNNY BEACH R

GRAND RAPIDS MN 55744

GRAND RAPIDS, MN

CUSTOMER P.O. #

**SERVICE DATES**

JOB #

1/13/2020 - 2/9/2020

		UNITS RENTED	
CONTRACT AGREEMENT (1):	43255	1-REG	\$53.50
CONTRACT AGREEMENT (2):	43254	1-REG	\$53.50
CONTRACT AGREEMENT (3):	43256	1-REG	\$53.50
CONTRACT AGREEMENT (4):			\$0.00
CONTRACT AGREEMENT (5):			\$0.00
DELIVERY CHARGE:			\$0.00
WINTER SERVICE CHARGE:			\$48.00
SALES TAX:			\$0.00
DAMAGE WAIVER (Non-Taxable):			\$0.00
DEBIT ADJUSTMENT:			\$0.00
CREDIT ADJUSTMENT:			\$0.00



**TOTAL AMOUNT DUE: \$208.50**

**COMMENTS:**

TAX EXEMPT / RENTAL AND SERVICE PRO-  
RATED FOR 25 DAYS

*Thank You*

We at Portable John appreciate your business

*Please return this portion with payment to Portable John.*

HARRIS TOWNSHIP (BL)

FEBRUARY 10, 2020

INVOICE #: 106563

DUE MARCH 2, 2020

TOTAL AMOUNT DUE: \$208.50

AMOUNT ENCLOSED: \$ \_\_\_\_\_

\* We do accept Visa and Mastercard, please call 800-370-4576 to pay by credit card. Thank you!  
For electronic invoices, please provide email address: \_\_\_\_\_

**PORTABLE JOHN**

P. O. BOX 490  
HIBBING, MN 55746-0490

(218) 262-4576  
DULUTH: 1-218-733-1377  
TOLL FREE: 1-800-370-4576



**FEBRUARY 10, 2020**

**INVOICE #: 106564**

**BILL TO:**  
HARRIS TOWNSHIP (CP)  
20876 WENDIGO PARK ROAD

**UNIT LOCATION**  
CEMETERY, RIVER ROAD  
CRYSTAL PARK, CRYSTAL SPRINGS ROAD  
WENDIGO PARK, SUNNY BEACH ROAD  
GRAND RAPIDS, MN

GRAND RAPIDS MN 55744

CUSTOMER P.O. #

SERVICE DATES

JOB #

1/13/2020 - 2/9/2020

**UNITS RENTED**

CONTRACT AGREEMENT (1):	41655	1-HDCP	\$85.00
CONTRACT AGREEMENT (2):	41656	1-HDCP	\$85.00
CONTRACT AGREEMENT (3):	41657	1-HDCP	\$85.00
CONTRACT AGREEMENT (4):			\$0.00
CONTRACT AGREEMENT (5):			\$0.00
DELIVERY CHARGE:			\$0.00
WINTER SERVICE CHARGE:			\$48.00
SALES TAX:			\$0.00
DAMAGE WAIVER (Non-Taxable):			\$0.00
DEBIT ADJUSTMENT:			\$0.00
CREDIT ADJUSTMENT:			\$0.00



**TOTAL AMOUNT DUE: \$303.00**

**COMMENTS:**

TAX EXEMPT

*Thank You*

We at Portable John appreciate your business

*Please return this portion with payment to Portable John.*

HARRIS TOWNSHIP (CP)

DUE MARCH 2, 2020

FEBRUARY 10, 2020

TOTAL AMOUNT DUE: \$303.00

INVOICE #: 106564

AMOUNT ENCLOSED: \$ \_\_\_\_\_

*\* We do accept Visa and Mastercard, please call 800-370-4576 to pay by credit card. Thank you!  
For electronic invoices, please provide email address: \_\_\_\_\_*

# PORTABLE JOHN

P.O. BOX 490  
Hibbing, MN 55746-0490

(218) 262-4576  
Duluth (218) 733-1377  
Toll Free 1-800-370-4576

Order Date 1/16/20  
Delivery Date 1/16/20  
Effective Contract Date 1/16/20  
Pick Up Date  
LOS Date

## CONTRACT AGREEMENT # 43255

### BILLING INFORMATION

Name: Harris Township  
Address 20876 Wendigo Park Rd  
City Grand Rapids State MN Zip 55744  
Phone # 218-326-6190 Ext. \_\_\_\_\_ Fax # \_\_\_\_\_  
Contact Dennis Kortekas

### SERVICE LOCATION INFORMATION

Name Boat Landing - Mishawaka  
Address Mishawaka Road  
City Grand Rapids State MN  
Phone # C/PH: 218-256-6160 Ext. \_\_\_\_\_ Fax \_\_\_\_\_  
Contact Dennis Kortekaas  
Remarks From Pokegama Avenue, go S on Hwy 169 (1.7mi), R on Mishawaka Road (.9mi) to boat landing.

### MONTHLY SERVICE & RENTAL RATES

Description	Qty	Rental & Svc Rate	Service Rate	Service / Wk	Sub Total
Hand Sanitizer	1	\$n/c	\$		\$
Regular Unit	1	60.00		1	60.00
Add'l Service					
Handicap Unit (Reg)					
Handicap Unit (ADA)					
Add'l Service					
Hook Unit					
Add'l Service					
Handwash Station					
Add'l Service					
Urinal Can					
Mr. Insider					
RC/RV					
Tank					
Heater					
Damage Waiver @\$8					
Winter Svc Chg 16	1	(Nov thru March)			16.00
Delivery/SU @ \$30		(1-time only chg)			
Tray \$10					

QTY	FREQ.	SERIAL #
1	1	R/U
1	1	H/S

SPECIAL	QUANTITY	PRICE EACH	TOTAL
Hand Sanitizer			
Regular Unit			
Deluxe Unit			
Handicap Unit (Reg)			
Handicap Unit (ADA)			
Handwash Station			
Special Clean			
Tank Pumping			

TOTAL AMOUNT TAXABLE: \$ \_\_\_\_\_ X \_\_\_\_\_ % = \$ \_\_\_\_\_

GRAND TOTAL: **\$76.00**

Sub Total \$  
Sales Tax  
Grand Total \_\_\_\_\_

If damage waiver is declined, customer accepts full responsibility for damage on theft on equipment rented from PORTABLE JOHN.

(SIGNATURE) \_\_\_\_\_

TERMS: NET 10 DAYS

PORTABLE JOHN

BY/ TITLE Talia Sandys, CEO & Travis Carpenter, COO

*Thank You*

*We Appreciate Your Business*

P.O. Number \_\_\_\_\_

JOB Number \_\_\_\_\_

This contract is a legally binding contract on the part of both PORTABLE JOHN and the customer with the terms and conditions on the reverse side.

BY (SIGNATURE) X \_\_\_\_\_

TITLE \_\_\_\_\_

# PORTABLE JOHN

P.O. BOX 490  
Hibbing, MN 55746-0490

(218) 262-4576  
Duluth (218) 733-1377  
Toll Free 1-800-370-4576

Order Date 1/16/20  
Delivery Date 1/16/20  
Effective Contract Date 1/16/20  
Pick Up Date  
LOS Date

## CONTRACT AGREEMENT # 43254

### BILLING INFORMATION

Name: Harris Township  
Address 20876 Wendigo Park Rd  
City Grand Rapids State MN Zip 55744  
Phone # 218-326-6190 Ext. \_\_\_\_\_ Fax # \_\_\_\_\_  
Contact Dennis Kortekas

### SERVICE LOCATION INFORMATION

Name Boat Landing - LaPlant  
Address LaPlant Road  
City Grand Rapids State MN  
Phone #C/PH: 218-256-6160 Ext. \_\_\_\_\_ Fax \_\_\_\_\_  
Contact Dennis Kortekaas  
Remarks From Pokegama Avenue, go S on Hwy 169 (4.1mi), L on LaPlant Road (1.5mi) to boat landing on L.

### MONTHLY SERVICE & RENTAL RATES

Description	Qty	Rental & Svc Rate	Service Rate	Service / Wk	Sub Total
Hand Sanitizer	1	\$n/c	\$		\$
Regular Unit	1	60.00		1	60.00
Add'l Service					
Handicap Unit (Reg)					
Handicap Unit (ADA)					
Add'l Service					
Hook Unit					
Add'l Service					
Handwash Station					
Add'l Service					
Urinal Can					
Mr. Insider					
RC/RV					
Tank					
Heater					
Damage Waiver @\$8					
Winter Svc Chg 16	1	(Nov thru March)			16.00
Delivery/SU @ \$30		(1-time only chg)			
Tray		\$10			

QTY	FREQ.	SERIAL #
1	1	R/U
1	1	H/S

SPECIAL	QUANTITY	PRICE EACH	TOTAL
Hand Sanitizer			
Regular Unit			
Deluxe Unit			
Handicap Unit (Reg)			
Handicap Unit (ADA)			
Handwash Station			
Special Clean			
Tank Pumping			

Sub Total \$  
Sales Tax  
Grand Total \_\_\_\_\_

TOTAL AMOUNT TAXABLE: \$ \_\_\_\_\_ X \_\_\_\_\_ % = \$ \_\_\_\_\_

GRAND TOTAL: **\$76.00**

If damage waiver is declined, customer accepts full responsibility for damage on theft on equipment rented from PORTABLE JOHN.

(SIGNATURE)

TERMS: NET 10 DAYS

PORTABLE JOHN

BY/ TITLE Talia Sandys, CEO & Travis Carpenter, COO

*Thank You*

*We Appreciate Your Business*

P.O. Number \_\_\_\_\_

JOB Number \_\_\_\_\_

This contract is a legally binding contract on the part of both PORTABLE JOHN and the customer with the terms and conditions on the reverse side.

BY (SIGNATURE) X \_\_\_\_\_

TITLE \_\_\_\_\_

# PORTABLE JOHN

(218) 262-4576  
 Duluth (218) 733-1377  
 Toll Free 1-800-370-4576

P.O. BOX 490  
 Hibbing, MN 55746-0490

Order Date 1/16/20  
 Delivery Date 1/16/20  
 Effective Contract Date 1/16/20  
 Pick Up Date  
 LOS Date

## CONTRACT AGREEMENT # 43256

### BILLING INFORMATION

Name: Harris Township  
 Address 20876 Wendigo Park Rd  
 City Grand Rapids State MN Zip 55744  
 Phone # 218-326-6190 Ext. \_\_\_\_\_ Fax # \_\_\_\_\_  
 Contact Dennis Kortekas

### SERVICE LOCATION INFORMATION

Name Boat Landing - Trooptown  
 Address Sunny Beach Road  
 City Grand Rapids State MN  
 Phone # C/PH: 218-256-6160 Ext. \_\_\_\_\_ Fax \_\_\_\_\_  
 Contact Dennis Kortekaas  
 Remarks From Pokegama Avenue, go S on Hwy 169 (1.9mi), L on Harristown Road (.3mi), R on Sunny Beach Road (5mi) to boat landing..

### MONTHLY SERVICE & RENTAL RATES

Description	Qty	Rental & Svc Rate	Service Rate	Service / Wk	Sub Total
Hand Sanitizer	1	\$n/c	\$		\$
Regular Unit	1	60.00		1	60.00
Add'l Service					
Handicap Unit (Reg)					
Handicap Unit (ADA)					
Add'l Service					
Hook Unit					
Add'l Service					
Handwash Station					
Add'l Service					
Urinal Can					
Mr. Insider					
RC/RV					
Tank					
Heater					
Damage Waiver @\$8					
Winter Svc Chg 16	1	(Nov thru March)			16.00
Delivery/SU @ \$30		(1-time only chg)			
Tray		\$10			

QTY	FREQ.	SERIAL #
1	1	R/U
1	1	H/S

SPECIAL	QUANTITY	PRICE EACH	TOTAL
Hand Sanitizer			
Regular Unit			
Deluxe Unit			
Handicap Unit (Reg)			
Handicap Unit (ADA)			
Handwash Station			
Special Clean			
Tank Pumping			

TOTAL AMOUNT TAXABLE: \$ \_\_\_\_\_ X \_\_\_\_\_ % = \$ \_\_\_\_\_

GRAND TOTAL: **\$76.00**

Sub Total \$  
 Sales Tax  
 Grand Total \_\_\_\_\_

If damage waiver is declined, customer accepts full responsibility for damage on theft on equipment rented from PORTABLE JOHN.

(SIGNATURE)

TERMS: NET 10 DAYS

PORTABLE JOHN

BY/ TITLE Talia Sandys, CEO & Travis Carpenter, COO

*Thank You*

*We Appreciate Your Business*

P.O. Number

JOB Number

This contract is a legally binding contract on the part of both PORTABLE JOHN and the customer with the terms and conditions on the reverse side.

BY (SIGNATURE) X \_\_\_\_\_

TITLE \_\_\_\_\_

# treasure bay PRINTING

806 NE 4th Street • Grand Rapids, MN 55744  
 218-326-3466 • FAX: 218-326-1539  
 www.treasurebayprinting.com

## INVOICE

INVOICE NUMBER	INVOICE DATE
271425	02/12/2002

BILL TO:	HARRIS TOWNSHIP Attn.: PEGGY 20076 WENDIGO PARK RD GRAND RAPIDS, MN 55744-	SHIP TO:	Same

2-12 LM

TERMS	CUSTOMER'S PHONE	CUSTOMER CONTACT	PURCHASE ORDER #	CUSTOMER SERVICE REP.
NET 30	218-326-1531	PEGGY		JUAN

QUANTITY	DESCRIPTION	
2	Re: PLATE/NAME: NANCY/CHAIRMAN Engrv. PLATE/NAME, BLACK WHITE CORE, MATCH TYPE TAPE BACK. (REMOVE PLATE FROM BLOCK IF PROVIDED) PLATE=7.5" x 1.5" (REMOVE PLATE FROM BLOCK) NO ROUTED WOOD BLOCK 8.5" NEEDED THIS TIME	33.00
1st Tax ID # EXEMP		

A finance charge of 1.5% (18% annual rate) is added to all amounts due over 30 days from invoice date.  
 Make checks payable to: Treasure Bay Printing. - Payment due upon receipt.



SHIP VIA	SUB-TOTAL	TAX RATE %	TAX	FREIGHT CHARGES	DEPOSIT	TOTAL
CALL	33.00					\$ 33.00

Please Pay From This Invoice

All Claims must be made within 10 days of receipt of merchandise.

RECEIVED BY \_\_\_\_\_



PO BOX 489  
NEWARK, NJ 07101-0489

Manage Your Account <a href="http://www.vzw.com/mybusinessaccount">www.vzw.com/mybusinessaccount</a>	Account Number 986510508-00001	Date Due 03/04/20
Change your address at <a href="http://sso.verizonenterprise.com">http://sso.verizonenterprise.com</a>	Invoice Number 9848322571	



HARRIS SERVICE CENTER  
ATTN: TREASURER  
20876 WENDIGO PARK RD  
GRAND RAPIDS, MN 55744-4682

00053404  
S302

### Quick Bill Summary

Jan 13 – Feb 12

Previous Balance <i>(see back for details)</i>	\$153.66
Payment – Thank You	-\$154.59
<b>Credit Balance</b>	<b>-\$93</b>
Monthly Charges	\$144.21
Usage and Purchase Charges	
Voice	\$0.00
Messaging	\$0.00
Data	\$0.00
Surcharges and Other Charges & Credits	\$6.39
Taxes, Governmental Surcharges & Fees	\$3.06
<b>Total Current Charges</b>	<b>\$153.66</b>

**Total Charges Due by March 04, 2020**

**\$152.73**

RECEIVED  
2/21/2020

Pay from phone #PMT (#768)	Pay on the Web At <a href="http://vzw.com/mybusinessaccount">vzw.com/mybusinessaccount</a>	Questions: 1.800.922.0204 or *611 from your phone
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HARRIS SERVICE CENTER  
ATTN: TREASURER  
20876 WENDIGO PARK RD  
GRAND RAPIDS, MN 55744-4682

Bill Date February 12, 2020  
Account Number 986510508-00001  
Invoice Number 9848322571

**Total Amount Due by March 04, 2020**

Make check payable to Verizon Wireless.  
Please return this remit slip with payment.

**\$152.73**

\$    .

P.O. BOX 25505  
LEHIGH VALLEY, PA 18002-5505



98483225710109865105080000100000015366000000152739

# INVOICE

Mail Payments to:  
Xerox Financial Services  
P.O. Box 202882  
Dallas, TX 75320-2882

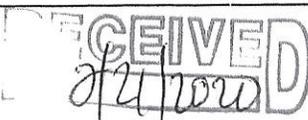
**Questions? Contact Us:**  
**Invoicing: 844-733-9280**  
[xfscustomer@jdrsolutions.com](mailto:xfscustomer@jdrsolutions.com)  
**Equipment Protection: 866-223-6383**

Harris Township  
20876 WENGIGO PARK ROAD  
GRAND RAPIDS, MN 55744



<b>Invoice Number:</b> 1963909	<b>Due Date:</b> 02/24/2020
<b>Invoice Date:</b> 02/04/2020	<b>Past Due Amount:</b> \$0.00
	<b>Total Due Amount:</b> \$229.77

<b>Contract Number: 020-0068340-001</b>				<b>Months Remaining: 38</b>	
Billing Period	Due Date	Description	Charge	Sales Tax	Amount including tax
01/24/2020 - 02/23/2020	02/24/2020	Minimum Lease Payment	\$37.99	\$2.61	\$40.60
12/24/2019 - 01/23/2020	02/24/2020	Color Impressions	\$125.40	\$8.62	\$134.02
12/24/2019 - 01/23/2020	02/24/2020	Black Impressions	\$51.60	\$3.55	\$55.15
<b>Sub Total:</b>					<b>\$229.77</b>



Detach here and return coupon with payment

Please make check payable to: Xerox Financial Services

Amount Enclosed: \$

<b>INVOICE NUMBER:</b>	1963909
<b>Invoice Date:</b>	02/04/2020
<b>Contract Number:</b>	020-0068340-001
<b>Due Date:</b>	02/24/2020
<b>Amount Due:</b>	\$229.77

Xerox Financial Services  
P.O. Box 202882  
Dallas, TX 75320-2882



Harris Township  
20876 WENGIGO PARK ROAD  
GRAND RAPIDS, MN 55744

01963909 0200068340001 068340 0000022977 8