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

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

PLANNING AND DEVELOPMENT MEETING
March 25, 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 February 26, 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
   B. Enbridge

5. **Consent Agenda**
   A. Itasca County Zoning Land Use Permit #200011

6. **Roads**
   A. SEH/J
   B. Roads/J
   C. Wagon Wheel Court Road/J
   D. ROW Permits/K

7. **Recreation**
   A. Park and Cemetery Inspection Report for February 2020/P
   B. Trails Task Force/M
   C. Portable Johns/M

8. **Correspondence**
   A. Network Collaborative Minutes of February 26, 2020
   B. Township Association Minutes of February 10, 2020

9. **Town Hall:**
   A. Resignation of Caretaker/K
   B. Town Hall Report for February 2020/P
   C. Renting of the Town Hall/P
   D. Town Hall Painting/J

10. **Maintenance**
    A. Schedule Work Session re: Maintenance

11. Old Business

A. Advantage Security System and Fire Alarm/K
B. Update on Stony Point/K
C. Stewart Sound System/K

12. New Business

A. 2020 Town Government Manual/P
B. Schedule Work Session Re: Policies/K
C. Records Retention/Digitize/P
D. Schedule Closed Work Session re; Security/K
E. Covid-19 Resolution #2020-013 Conducting Open Meetings/K
F. Donation Requests from March 10, 2020 Annual Meeting/P
   1. City of Grand Rapids/Fireworks
   2. Itasca County Agricultural Association/Fair Board
   3. Itasca County Historical Society
   4. First Call for Help
   5. Support Within Reach

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

April 8, 2020	Regular Meeting	7:30 pm Town Hall
April 2, 2020	P and D Meeting	7:30 pm Town Hall
April 30, 2020	Board of Appeal & Equalization	9:00 am Town Hall

16. Adjourn

Prepared by: _____
Peggy Clayton, Supervisor

Signed by: D'd by K Haubrich Email 03/31/2020
Ken Haubrich, Chair

Ken Haubrich
28677 Norberg Drive
Grand Rapids, MN 55744
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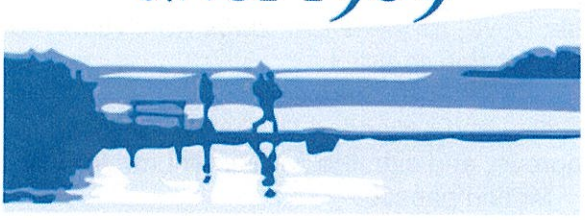

NEIGHBORS, SHORES & MORE

2A.

Mission Statement:
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www.harristownshipmn.org

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

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

Pledge of Allegiance – The Pledge of Allegiance to the Flag was conducted, and the Mission Statement was read.

Approve the Minutes
P and D Meeting January 22, 2020:
A motion was made by Supervisor Kortekaas and seconded by Supervisor Clayton to approve the minutes of the January 22, 2020 P and D Meeting. Motion passed.

Work Session re: Board of Audit February 18, 2020:
A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the February 18, 2020 Board of Audit Minutes. Motion passed.

Work Session re: Roads, Service Center, Annual Meeting Report, Drug Testing/Employee Handbook, and Purchasing February 18, 2020:
A motion was made by Supervisor Schack and seconded by Supervisor Kortekaas to approved the February 18, 2020 Roads, Service Center, Annual Meeting Report, Drug Testing/Employee Handbook, and Purchasing Minutes. Motion passed.

Additions and Corrections:
There were no additions or corrections to the agenda.

Business from the Floor:
There was no business from the floor, as Mike Stephan/Americana Lodges, was not able to attend.

Consent Agenda:
There was no items on the Consent Agenda.

Roads
Road Update:
Supervisor Kelley reported that roads are looking good. Supervisor Kelley requested board approval to obtain estimates from SEH regarding the 2020 Road Projects (Nordberg, Tolerick, and Sunny Lane).

A motion was made by Supervisor Kortekaas and seconded by Supervisor Clayton to authorize Supervisor Kelley to obtain estimates from SEH for 2020 Road Projects (Nordberg, Tolerick, and Sunny Lane). Motion passed.

5-Year Road Plan:
Supervisor Kelley reviewed the updated township 5 year road plan. (2020-2025)
A motion was made by Supervisor Clayton and seconded by Supervisor Schack to approve the 2020 5 year road plan. Motion passed.

Annual Snowplow Contract:
Chair Haubrich reviewed the 2020-2021 Annual Snowplow Contract Renewal between Itasca County and Harris Township. Attachment A, which signifies township roads plowed by the county, shall be updated to remove both Sunset Lane and Sunset Drive, as these two roads were removed in 2019. It was noted that there is no increase in snowplow rates for this contract.

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to remove Sunset Lane and Sunset Drive from Attachment A, approve, and sign the Agreement for work on Township Roads, between Itasca County and Harris Township. Motion passed.

Recreation:
Park and Cemetery Inspection Report for January 2020.

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve the Park and Cemetery Inspection Report for January 2020. Motion passed.

Trails Task Force:
Supervisor Schack gave an update on the last Trails Task Force Meeting. Trails are in good shape! Membership in some of the surrounding snowmobile clubs is declining. Driftskippers is holding strong, while Swampsiders is very low. The task force is working on getting the younger generation(s) involved.

Correspondence:
There was no correspondence.

Town Hall:
Town Hall Report for January 2020:

A motion was made by Supervisor Kortekaas and seconded by Supervisor Kelley to approve the Town Hall Report for January 2020. Motion passed.

Maintenance:
There was no maintenance report..

Old Business
Clerk Cellphone:
Treasurer Kopacek reported that Verizon is offering "no charge" for the purchase of an IPhone 8, to replace the current Clerk IPhone 5 cellphone.

A motion was made by Supervisor Kortekaas and seconded by Supervisor Kelley to purchase the IPhone 8 for the Clerk. Motion passed.

Treasurer Kopacek will proceed with the purchase, and obtain and sign the necessary paperwork for this model phone.

Town Hall Floor Quotes:
Supervisor Kelley reviewed the two hall floor quotes: Dorholt, and Floor to Ceiling. Discussion followed on the types of flooring provided, as it relates to upkeep, etc. Dorholt had suggested carpeting in front of the entrance to alleviate salt, sand, etc.

After further discussion, a motion was made by Supervisor Kortekaas and seconded by Supervisor Kelley to table this item to the March 11, 2020 Regular Board Meeting. Motion passed.

New Business
Fire Alarm System:
Chair Haubrich requested this item be tabled to the March 24, 2020 P and D Meeting.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to table the Fire Alarm System to the March 25, 2020 P and D Meeting. Motion passed.

Schedule March Work Session re: CTAS:
A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to schedule a Work Session re: CTAS for Tuesday, March 24, 2020 at 5:00 pm at the town hall. Motion passed. (Work Session will be posted)

Advantage Security System:
Chair Haubrich discussed updating the security system at the Service Center.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to table Advantage Security System to the March 25, 2020 P and D Meeting. Motion carried.

Bills:
A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to approve the February 26, 2020 Claims #19320-19331, and EFTs 0226201-0226205, in the amount of $6,420.84. Motion passed.

Public Input:
Chair Haubrich read a thank you email from Bob Olson/Harbor Heights Road regarding the township installing a street light on the corner of Harbor Heights Road. The board acknowledged this thank you!

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 24, 2020	Work Session re: CTAS	5:00 pm Town Hall
March 25, 2020	P and D Meeting	7:30 pm Town Hall

Adjournment:
There being no further business to come before the Board, a motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to adjourn the meeting at 8:08 pm. Motion passed.

Submitted by:_____
Peggy Clayton, Supervisor

Signed by:_____
Ken Haubrich, Chair

Harris

Zoning / Land Use Itasca County Land Use Permit # 200011, UID # 127912

Itasca County Courthouse
123 NE 4th Street
Grand Rapids, MN 55744
(218) 327-2857

5A.

Parcel Information

Parcel Information:

PID	Owner Name	Owner Address	Township Name	Lake Name	Lake Class	Sec/Twp/Range	Zoning Type	Property Address	Acres	Legal Description
19-610-0191	MARSH, JEREMY & BREA J	9 LEAF WING DRIVE NORTH OAKS MN 55127	HARRIS TWP	POKEGAMA	GD	S:23 T:54 R:25	RURAL RESIDENTIAL	29727 SUNNY BEACH RD GRAND RAPIDS MN 55744	0.78	LT 19 WENDIGO BAY

River Class:

Phone Number: (218) 244 - 8773

Applicant / Agent Information

Contractor Name and License:

Contact Name	Business	License
Dale Geisler	Geisler Construction Inc	5697

Name: Geisler

Property Information

Ownership Description:	Private	Access Road Name:	Sunny Beach Road
Is septic compliant?	Yes	Road Class:	County / Township Rd

Structure Information

Existing Use:	Residential	Proposed Use:	Dwelling/Deck/Garage
Accessory Structure:		Maximum building height:	35'
Number of bedrooms:	3	Well type:	Unknown
Pressurized Water:	Yes	Building Dimensions:	28' X 73' House 28' X 39' Attached Garage
Current septic status:	In Compliance		

Permit Fee

Permit application fee: Single Family Dwelling - Dwelling/Deck/Garage $187

Permit Comments

After The Fact:	No	Resort:	No
Shoreline Mitigation Required:	No	Comments:	Two story house with a basement and an attached garage. SSTS is in compliance until 5/13/2020. House will exceed the lake setback.
Application Received Date:	01/30/2020	Issued Date:	01/30/2020
Issued By:	Walker Maasch		

RECEIVED 3/10/2020

Terms

Road Setback

Centerline 68'
Right-of-Way 35'

Side Yard Setback

Accessory 10'
Dwelling 15'

Rear Yard Setback

Accessory 10'
Dwelling 30'

Riparian Setback

Structure 75'

Impervious Surface

20% of parcel
Property owner can increase the coverage allowed by 5% if erosion control and stormwater management conform to the shoreline vegetative buffer standards.

Elevation of Lowest Floor

3'

Bluff Setback

30' from the top of a bluff

Other

Contact SWCD at (218)326-0017 if constructing in any wetlands. If construction activity will result in the disturbance of one acre or more, need to obtain Storm Water Permit thru MPCA at 1-800-657-3804 prior to construction. *Electrical Inspector contact Steve Bartlett at 218-591-1616.* New or upgrading driveways; township road contact your township and county road contact County Engineer Office at 218-327-2853.

Disclaimer

I have read the above minimum requirements and hereby acknowledge that I understand and will comply with them. Permit is valid for 12 months to start construction. Permit authorized by Environmental Services Department.

Approvals

Approval	Signature	Date
#1 Approved By		1/30/20

Walter Maasch 1/30/20

6A

From: Bob Beaver bbeaver@sehinc.com
Subject: SEH and Braun Proposals for March 25 Meeting
Date: Mar 17, 2020 at 3:46:53 PM
To: harristownshipclerk@gmail.com
Cc: supervisordhtp@gmail.com

Peggy and Jim -

Attached are three proposals for you meeting packet.

The first is a proposal from SEH for 2020 Misc Services. This is for small activities directed by the Township that are not under a larger project. An example would be when a supervisor contacts SEH to review a drainage issue within the Township. We would use the Misc. Services Project to invoice the Township. We have executed these Misc. Services Projects in the past. There is no cost to set up the project. Executing the agreement gets both parties organized and set up when an issue comes up that requires assistance from SEH.

The second is a proposal from SEH for the design and bidding services for the 2020 Road Improvements Project. The roads included in the project this year are the following; Tolerick Drive, Sunny Lane and Norberg Drive. I have reviewed the three roads and have a clear understanding of the project. The proposal is set up with a not to exceed hourly fee.

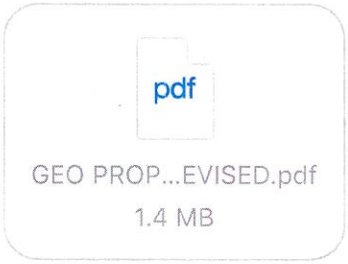
The third is a proposal from Braun Intertec for the four soil borings. I worked with Braun to determine the locations for the borings. With the Township's approval on the 25th of March, they plan on completing the borings on the week of March 30th.

The supporting information attached to the SEH proposals are SEH standard documents that the Township has approved on previous projects. Please let me know if you have any questions or require further information.

Bob Beaver, PE (MN)
Sr. Project Manager I Principal
SEH
21 NE 5th Street, Suite 200, Grand Rapids, MN 55744
218.322.4502 direct
218.259.5018 cell
888.908.8166 fax

sehinc.com

Building a Better World for All of Us ®



Agreement for Professional Services

This Agreement is effective as of March 25, 2020, between Harris Township (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: Harris Township 2020 Miscellaneous Services.

Client's Authorized Representative: Ken Haubrich – Board Chair
Address: 21998 Airport Road
Grand Rapids, MN 55744
Telephone: 218.327.1351 **email:** supervisorahtp@gmail.com

Project Manager: Bob Beaver, PE (MN)
Address: 21 NE 5th Street, Suite 200
Grand Rapids, MN 55744
Telephone: 218.322.4502 **email:** bbeaver@sehinc.com

Scope of Services: The Basic Services to be provided by Consultant as set forth herein are provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 07.14.16), which is incorporated by reference herein and subject to Exhibits attached to this Agreement.

Miscellaneous Services: Services will be provided for small items that require only a few hours to complete. Some examples of these services would include; cost estimates, site visits to review drainage issues, easement review and layout and CAD drawings. These activities would be defined as requested by the Township.

Schedule: Schedule to be determine by client at time of requested service.

Payment: A retainer in the amount of $0 will be paid in advance of Consultant starting work and will be applied to the final invoice(s).

Task 1 – Miscellaneous Services - An hourly place holder fee of $2,500 will be used to set up Task 1

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

Other Terms and Conditions: Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None

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Short Elliott Hendrickson Inc.	**Harris Township**
By:	By:
Bob Beaver, PE	
Title: Client Service Manager / Principal	Title:

General Conditions of the Agreement for Professional Services

SECTION I – SERVICES OF CONSULTANT

A. General

1. Consultant agrees to perform professional services as set forth in the Agreement for Professional Services or Supplemental Letter Agreement ("Basic Services"). Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder.

B. Schedule

1. Unless specific periods of time or dates for providing services are specified, Consultant's obligation to render services hereunder will be for a period which may reasonably be required for the completion of said services.
2. If Client has requested changes in the scope, extent, or character of the Project or the services to be provided by Consultant, the time of performance and compensation for Consultant's services shall be adjusted equitably. The Client agrees that Consultant is not responsible for damages arising directly or indirectly from delays beyond Consultant's control. If the delays resulting from such causes increase the cost or the time required by Consultant to perform its services in accordance with professional skill and care, then Consultant shall be entitled to a equitable adjustment in schedule and compensation.

C. Additional Services

1. If Consultant determines that any services it has been directed or requested to perform are beyond the scope as set forth in the Agreement or that, due to changed conditions or changes in the method or manner of administration of the Project, Consultant's effort required to perform its services under this Agreement exceeds the stated fee for Basic Services, then Consultant shall promptly notify the Client regarding the need for additional services. Upon notification and in the absence of a written objection, Consultant shall be entitled to additional compensation for the additional services, and to an extension of time for completion of additional services absent written objection by Client.
2. Additional services shall be billed in accord with agreed upon rates, or if not addressed, then at Consultant's standard rates.

D. Suspension and Termination

1. If Consultant's services are delayed or suspended in whole or in part by Client, or if Consultant's services are delayed by actions or inactions of others for more than 60 days through no fault of Consultant, then Consultant shall be entitled to either terminate its agreement upon 7 days written notice or, at its option, accept an equitable adjustment of rates and amounts of compensation provided for elsewhere in this Agreement to reflect reasonable costs incurred by Consultant.
2. This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.
3. This Agreement may be terminated by either party upon thirty days' written notice without cause. All provisions of this Agreement allocating responsibility or liability between the Client and Consultant shall survive the completion of the services hereunder and/or the termination of this Agreement.
4. In the event of termination, Consultant shall be compensated for services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses.

SECTION II – CLIENT RESPONSIBILITIES

A. General

1. The Client shall, in proper time and sequence and where appropriate to the Project, at no expense to Consultant, provide full information as to Client's requirements for the services provided by Consultant and access to all public and private lands required for Consultant to perform its services.
2. The Consultant is not a municipal advisor and therefore Client shall provide its own legal, accounting, financial and insurance counseling and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant's services, including but not limited to, previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning, deed and other land use restrictions; as-built drawings, electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.
3. Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant's services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide services in a timely manner.
4. Client shall require all utilities with facilities within the Client's Project site to locate and mark said utilities upon request, relocate and/or protect said utilities as determined necessary to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant's reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.
5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose.

SECTION III – PAYMENTS

A. Invoices

1. Undisputed portions of invoices are due and payable within 30 days. Client must notify Consultant in writing of any disputed items within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) for invoices 30 days past due. Consultant reserves the right to retain Instruments of Service until all invoices are paid in full. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of withholding services or Instruments of Service until all invoices are paid in full. Consultant shall be entitled to recover all reasonable costs and disbursements, including reasonable attorney's fees, incurred in connection with collecting amounts owed by Client.
2. Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.
3. Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices without the necessity of any mediation proceedings.

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Task 1 – Miscellaneous Services - An hourly place holder fee of $2,500 will be used to set up Task 1

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

Other Terms and Conditions: Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None

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Short Elliott Hendrickson Inc.	**Harris Township**
By:	By:
Bob Beaver, PE	
Title: Client Service Manager / Principal	Title:

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B. Schedule

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2. If Client has requested changes in the scope, extent, or character of the Project or the services to be provided by Consultant, the time of performance and compensation for Consultant's services shall be adjusted equitably. The Client agrees that Consultant is not responsible for damages arising directly or indirectly from delays beyond Consultant's control. If the delays resulting from such causes increase the cost or the time required by Consultant to perform its services in accordance with professional skill and care, then Consultant shall be entitled to a equitable adjustment in schedule and compensation.

C. Additional Services

1. If Consultant determines that any services it has been directed or requested to perform are beyond the scope as set forth in the Agreement or that, due to changed conditions or changes in the method or manner of administration of the Project, Consultant's effort required to perform its services under this Agreement exceeds the stated fee for Basic Services, then Consultant shall promptly notify the Client regarding the need for additional services. Upon notification and in the absence of a written objection, Consultant shall be entitled to additional compensation for the additional services, and to an extension of time for completion of additional services absent written objection by Client.
2. Additional services shall be billed in accord with agreed upon rates, or if not addressed, then at Consultant's standard rates.

D. Suspension and Termination

1. If Consultant's services are delayed or suspended in whole or in part by Client, or if Consultant's services are delayed by actions or inactions of others for more than 60 days through no fault of Consultant, then Consultant shall be entitled to either terminate its agreement upon 7 days written notice or, at its option, accept an equitable adjustment of rates and amounts of compensation provided for elsewhere in this Agreement to reflect reasonable costs incurred by Consultant.
2. This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.
3. This Agreement may be terminated by either party upon thirty days' written notice without cause. All provisions of this Agreement allocating responsibility or liability between the Client and Consultant shall survive the completion of the services hereunder and/or the termination of this Agreement.
4. In the event of termination, Consultant shall be compensated for services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses.

SECTION II – CLIENT RESPONSIBILITIES

A. General

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2. The Consultant is not a municipal advisor and therefore Client shall provide its own legal, accounting, financial and insurance counseling and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant's services, including but not limited to, previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning, deed and other land use restrictions; as-built drawings, electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.
3. Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant's services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide services in a timely manner.
4. Client shall require all utilities with facilities within the Client's Project site to locate and mark said utilities upon request, relocate and/or protect said utilities as determined necessary to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant's reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.
5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose.

SECTION III – PAYMENTS

A. Invoices

1. Undisputed portions of invoices are due and payable within 30 days. Client must notify Consultant in writing of any disputed items within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) for invoices 30 days past due. Consultant reserves the right to retain Instruments of Service until all invoices are paid in full. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of withholding services or Instruments of Service until all invoices are paid in full. Consultant shall be entitled to recover all reasonable costs and disbursements, including reasonable attorney's fees, incurred in connection with collecting amounts owed by Client.
2. Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.
3. Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices without the necessity of any mediation proceedings.

SECTION IV – GENERAL CONSIDERATIONS

A. Standards of Performance

1. The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily exercised by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with its services.
2. Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with its construction contract or the construction documents prepared by Consultant. Client acknowledges Consultant will not direct, supervise or control the work of construction contractors or their subcontractors at the site or otherwise. Consultant shall have no authority over or responsibility for the contractor's acts or omissions, nor for its means, methods or procedures of construction. Consultant's services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety or furnishing or performing any of the Contractor's work.
3. If requested in the scope of a Supplemental Letter Agreement, then Consultant may provide an Opinion of Probable Construction Cost. Consultant's Opinions of Probable Construction Cost provided for herein are to be made on the basis of Consultant's experience and qualifications and represent Consultant's best judgment as a professional generally familiar with the industry. However, since Consultant has no control over the cost of labor, materials, equipment or service furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that proposals, bids or actual construction cost will not vary from Opinions of Construction Cost prepared by Consultant. If Client wishes greater assurance as to probable Construction Cost, Client shall employ an independent cost estimator or negotiate additional services and fees with Consultant.

B. Indemnity for Environmental Issues

1. Consultant is not a user, generator, handler, operator, arranger, storer, transporter or disposer of hazardous or toxic substances, therefore the Client agrees to hold harmless, indemnify and defend Consultant and Consultant's officers, directors, subconsultant(s), employees and agents from and against any and all claims, losses, damages, liability and costs, including but not limited to costs of defense, arising out of or in any way connected with, the presence, discharge, release, or escape of hazardous or toxic substances, pollutants or contaminants of any kind at the site.

C. Limitations on Consultant's Liability

1. The Client hereby agrees that to the fullest extent permitted by law, Consultant's total liability to the Client for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including, but not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not exceed five hundred thousand dollars ($500,000). In the event Client desires limits of liability in excess of those provided in this paragraph, Client shall advise Consultant in writing and agree that Consultant's fee shall increase by 1% for each additional five hundred thousand dollars of liability limits, up to a maximum limit of liability of five million dollars ($5,000,000).
2. Neither Party shall be liable to the other for consequential damages, including, without limitation, lost rentals, increased rental expenses, loss of use, loss of income, lost profit, financing, business and reputation and for loss of management or employee productivity, incurred by one another or their subsidiaries or successors, regardless of whether such damages are foreseeable and are caused by breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them.
3. It is intended by the parties to this Agreement that Consultant's services shall not subject Consultant's employees, officers or directors to any personal legal exposure for the risks associated with this Agreement. The Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against Consultant, and not against any of Consultant's individual employees, officers or directors, and Client knowingly waives all such claims against Consultant individual employees, officers or directors.

D. Assignment

1. Neither party to this Agreement shall transfer, sublet or assign any rights under, or interests in, this Agreement or claims based on this Agreement without the prior written consent of the other party. Any assignment in violation of this subsection shall be null and void.

SECTION V – DISPUTE RESOLUTION

A. Mediation

1. Any dispute between Client and Consultant arising out of or relating to this Agreement or services provided under this Agreement, (except for unpaid invoices which are governed by Section III), shall be submitted to nonbinding mediation as a precondition to litigation unless the parties mutually agree otherwise. Mediation shall occur within 60 days of a written demand for mediation unless Consultant and Client mutually agree otherwise.

B. Litigation – Choice of Venue and Jurisdiction

1. Any dispute not settled through mediation shall be settled through litigation in the state where the Project at issue is located.

SECTION VI – INTELLECTUAL PROPERTY

A. Proprietary Information

1. All documents, including reports, drawings, calculations, specifications, CADD materials, computers software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Service ("Instruments of Service") and Consultant retains all ownership interests in Instruments of Service, including all available copyrights.
2. Consultant shall retain all of its rights in its proprietary information including, without limitation, its methodologies and methods of analysis, ideas, concepts, expressions, inventions, know how, methods, techniques, skills, knowledge and experience possessed by Consultant prior to, or acquired by Consultant during, the performance of this Agreement and the same shall not be deemed to be Work Product or Work for Hire and Consultant shall not be restricted in any way with respect thereto.

B. Client Use of Instruments of Service

1. Provided that Consultant has been paid in full for its services, Client shall have the right in the form of a license to use Instruments of Service resulting from Consultant's efforts on the Project. Consultant shall retain full rights to electronic data and the drawings, specifications, including those in electronic form, prepared by Consultant and its subconsultants and the right to reuse component information contained in them in the normal course of Consultant's professional activities. Consultant shall be deemed to be the author of such Instruments of Service, electronic data or documents, and shall be given appropriate credit in any public display of such Instruments of Service.
2. Records requests or requests for additional copies of Instruments of Services outside of the scope of services are available to Client subject to Consultant's current rate schedule.

C. Reuse of Documents

1. All Instruments of Service prepared by Consultant pursuant to this Agreement are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other Project. Any reuse of the Instruments of Service without written consent or adaptation by Consultant for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to Consultant; and the Client shall release Consultant from all claims arising from such use. Client shall also defend, indemnify and hold harmless Consultant from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting from reuse of Consultant documents without written consent.

Exhibit A-1
to Agreement for Professional Services
Between Harris Township (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated March 17, 2020

Payments to Consultant for Services and Expenses
Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment. The hourly rates are attached and included with Exhibit A-1.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services and shall be paid for as described in this Agreement but instead are reimbursable expenses required in addition to hourly charges for services:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

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SEH

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

2020 Grand Rapids Office Hourly Rate Schedule

(Rates Effective 1/1/20 to 12/31/20)

CIVIL

Principal	$165.00
Senior Professional Engineer	$150.00
Professional Engineer	$125.00
Staff Engineer (EIT)	$100.00
Senior Professional Land Surveyor	$150.00
Professional Land Surveyor	$125.00
Lead Technician	$100.00
Senior Technician	$ 90.00
Technician	$ 75.00
Senior Administrative Assistant	$ 70.00
Administrative Assistant	$ 60.00
Senior Survey Crew Chief	$100.00
Survey Crew Chief	$ 90.00
Survey Assistant	$ 55.00

Reimbursable expenses

Mileage	Current IRS rate/mile
Global Positioning System (GPS)	$30.00/hour
Robotic Total Station	$30.00/hour
ATV	$100.00/day
Full Size Reproductions	$5.00/sheet
Sub consultants	10% administrative markup

SPECIALTY SERVICES

Billing rates provided upon request of specific specialty services. SEH provides a broad range of services such as:

- ✓ Architecture and Landscape Architecture
- ✓ Transportation
- ✓ Water and Wastewater Treatment
- ✓ Water Resources/Environmental
- ✓ Community and Economic Development

Agreement for Professional Services

This Agreement is effective as of March 25, 2020, between Harris Township (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: Harris Township 2020 Road Improvements.

Client's Authorized Representative: Ken Haubrich – Board Chair
Address: 21998 Airport Road
Grand Rapids, MN 55744
Telephone: 218.327.1351 **email:** supervisorahtp@gmail.com

Project Manager: Bob Beaver, PE (MN)
Address: 21 NE 5th Street, Suite 200
Grand Rapids, MN 55744
Telephone: 218.322.4502 **email:** bbeaver@sehinc.com

Scope of Services: The Basic Services to be provided by Consultant as set forth herein are provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 07.14.16), which is incorporated by reference herein and subject to Exhibits attached to this Agreement.

Design and Bidding Services: Services will be provided as described in detail in the SEH letter to Harris Township, dated March 17, 2020 for the design and bidding services for the 2020 Road Improvements project. The roads included in the project are Tolerick Drive, Sunny Lane and Norberg Drive.

Schedule: The following schedule is proposed for the project:

Final Design Complete	April 8, 2020
Township Authorizes Advertisement	April 8, 2020
Township awards the project	May 13, 2020
Substantial Completion	August 15, 2020

Payment: SEH will complete the tasks identified in the Scope of Services on an hourly basis for a not to exceed amount of $16,100. The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

Other Terms and Conditions: Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None

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Short Elliott Hendrickson Inc.

By:
Bob Beaver, PE
Title: Client Service Manager / Principal

Harris Township

By: _____
Title: _____

Exhibit A-1
to Agreement for Professional Services
Between Harris Township (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated March 17, 2020

Payments to Consultant for Services and Expenses
Using the Hourly Basis Option

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- ✓ Architecture and Landscape Architecture
- ✓ Transportation
- ✓ Water and Wastewater Treatment
- ✓ Water Resources/Environmental
- ✓ Community and Economic Development

BRAUN INTERTEC
The Science You Build On.

Braun Intertec Corporation
3404 15th Avenue East, Suite 9
Hibbing, MN 55746

Phone: 218.263.8869
Fax: 218.263.6700
Web: braunintertec.com

March 13, 2020

Proposal QTB116726

Harris Township
20876 Wendigo Park Road
Grand Rapids, MN 55744

Re: Proposal for a Geotechnical Evaluation
Proposed Harris Township 2020 Road Improvement Projects
Tolerick Road and Sunny Lane
Harris Township, South of Grand Rapids, Minnesota

Braun Intertec Corporation respectfully submits this proposal to complete a geotechnical evaluation for the proposed Harris Township 2020 Road Improvement Projects.

Our Understanding of Project

Per Bob Beaver, PE, Senior Project Manager, Principal, Short Elliott Hendrickson, Inc., the project will include the proposed reconstruction of segments of Tolerick Road and Sunny Lane.

Purpose

The purpose of our geotechnical evaluation will be to characterize subsurface geologic conditions at selected exploration locations and evaluate their impact on the proposed design and reconstruction of segments of Tolerick Road and Sunny Lane.

Scope of Services

The following tasks are proposed to help achieve the stated purpose. If unfavorable or unforeseen conditions are encountered at any point during the completion of the tasks that lead us to recommend an expanded scope of services, we will contact you to discuss the conditions before resuming work.

Site Access, Staking and Utility Clearance

We understand that the desired exploration locations are along existing roadways so that they are accessible to a truck-mounted drill rig. We, therefore, are not including tree clearing, debris or obstruction removal, grading of navigable paths, or snow plowing.

We will stake prospective subsurface exploration locations by measuring dimensions from building or other nearby site features with a cloth tape at approximate right angles from those references. If exploration locations are critical to the development of earthwork or the plans and specifications, we request that you authorize our use of GPS (Global Positioning System) technology to perform the staking.

Depending on access requirements, ground conditions or potential utility conflicts, our field crew may alter the exploration locations from those proposed to facilitate accessibility.

Prior to drilling or excavating, we will contact Gopher State One Call and arrange for notification to the appropriate utility vendors to mark and clear the exploration locations of public underground utilities. You, or your authorized representative, are responsible to notify us before we begin our work of the presence and location of any underground objects or private utilities that are not the responsibility of public agencies.

Penetration Test Borings

As requested, we will drill 4 standard penetration test borings for the proposed road reconstructions; 2 borings along Tolerick Road and 2 borings along Sunny Lane. The borings will be extended to a nominal depth of 5 feet. We will perform standard penetration tests at 2 1/2-foot vertical intervals to the termination depths of the borings.

If the borings encounter groundwater, we will record the observed depth on the boring logs.

If we do not penetrate existing fill, organic materials or other structurally unfavorable soils above the intended boring termination depths, we will extend the borings to obtain at least 5 feet of penetration into more competent materials at greater depths. The additional information will help evaluate such issues as excavation depth, consolidation settlement, and foundation alternatives, among others. If we identify a need for deeper (or additional) borings, we will contact you prior to increasing our total estimated drilled footage and submit a Change Order summarizing the anticipated additional effort and the associated cost, for your review and authorization.

MDH Environmental Wells

Since our planned exploration will be less than 15 feet in depth, the Minnesota Department of Health (MDH) will not require that we complete any notifications or sealing records. If we extend any of the borings to a depth of 15 feet or greater, the MDH requires that we seal the boreholes and complete a Sealing Record. If 25 feet or greater, MDH also requires us to complete a Sealing Notification Form. If the Record or Form are required, we will contact you to discuss the additional fees and sealing requirements.

Borehole Abandonment

Minnesota Well Code requires sealing environmental wells that are 15 feet deep or deeper. Based on our proposed subsurface characterization depths, we currently do not anticipate having to seal any of the borings.

Upon backfilling or sealing boreholes, we will fill holes in pavements with a temporary patch.

Unless you direct us otherwise, we intend to thin-spread the cuttings around the boreholes. If we cannot thin-spread cuttings, we will put them in a container left on site. We can provide off-site disposal of the cuttings for an additional fee.

Over time, subsidence of borehole backfill may occur, requiring releveling of surface grades or replacing bituminous or concrete patches. We are not assuming responsibility for re-leveling or re-patching subsequent to initial backfilling and patching long term.

Our drilling activities may also impact the vegetation and may rut the surface to access boring locations. Restoration of vegetation and turf is not part of our scope of services.

Sample Review and Laboratory Testing

We will return recovered samples to our laboratory, where a geotechnical engineer will visually classify and log them. To help classify the materials encountered and estimate their engineering properties, we anticipate performing 4 moisture content tests and 4 mechanical analyses (through a #200 sieve only). We will adjust the actual number and type of tests based on the results of our borings.

Reporting

We will use data obtained from the borings and laboratory tests to evaluate the subsurface profile and groundwater conditions, perform engineering analyses related to pavement design and performance and prepare a report, including:

- A sketch showing project components, limits, and exploration locations.
- Logs of the Borings describing the materials encountered and presenting the results of our groundwater measurements and laboratory tests.
- A summary of the subsurface profile and groundwater conditions.

- Discussion identifying the site conditions that will impact pavement design and performance, qualifying the nature of their impact, and outlining alternatives for mitigating their impact.

- Discussion regarding the reuse of on-site materials during construction and the impact of groundwater on construction.

- Recommendations for preparing pavement subgrades, including excavation support, if applicable, and the selection, placement and compaction of excavation backfill and other structural fill.

- Recommendations for the design of pavements.

We will only submit an electronic copy of our report to you unless you request otherwise. At your request, we can also send the report to additional project team members.

Schedule

We anticipate performing our work according to the following schedule:

- *Drill rig mobilization* – within about 4 weeks following receipt of written authorization

- *Field exploration* – 1 day on site to complete the work

- *Classification and Laboratory Testing* – within 1 week after completion of field exploration

- *Report submittal* – within about 2 weeks of completion of field exploration

If we cannot complete our proposed scope of services according to this schedule due to circumstances beyond our control, we may need to revise this proposal prior to completing the remaining tasks.

Fees

We will furnish the services described in this proposal for a lump sum fee of **$4,573**.

Our work may extend over several invoicing periods. As such, we will submit partial progress invoices for work we perform during each invoicing period.

Additional Services

If we must extend borings beyond their intended termination depths, or perform additional borings, we will charge for the additional drilling at a rate of $25 per foot, including all associated fees for drilling, materials and engineering.

General Remarks

We will be happy to meet with you to discuss our proposed scope of services further and clarify the various scope components.

We appreciate the opportunity to present this proposal to you. Please sign and return a copy to us in its entirety.

We based the proposed fee on the scope of services described and the assumptions that you will authorize our services within 30 days and that others will not delay us beyond our proposed schedule.

We include the Braun Intertec General Conditions, which provide additional terms and are a part of our agreement.

To have questions answered or schedule a time to meet and discuss our approach to this project further, please contact Mark at 218.259.5500.

Sincerely,

BRAUN INTERTEC CORPORATION

Mark W. Gothard, PE
Senior Engineer

Joseph C. Butler, PE
Senior Engineer

Attachments:
General Conditions (1/1/18)

c: Bob Beaver, PE, Senior Project Manager, Principal, Short Elliott Hendrickson, Inc.

The proposal is accepted, and you are authorized to proceed.

Authorizer's Firm

Authorizer's Signature

Authorizer's Name (please print or type)

Authorizer's Title

Date

General Conditions

BRAUN INTERTEC

Section 1: Agreement

1.1 Our agreement with you consists of these General Conditions and the accompanying written proposal or authorization ("Agreement"). This Agreement is the entire agreement between you and us. It supersedes prior agreements. It may be modified only in a writing signed by us, making specific reference to the provision modified.

1.2 The words "you," "we," "us," and "our" include officers, employees, and subcontractors.

1.3 In the event you use a purchase order or other documentation to authorize our scope of work ("Services"), any conflicting or additional terms are not part of this Agreement. Directing us to start work prior to execution of this Agreement constitutes your acceptance. If, however, mutually acceptable terms cannot be established, we have the right to terminate this Agreement without liability to you or others, and you will compensate us for fees earned and expenses incurred up to the time of termination.

Section 2: Our Responsibilities

2.1 We will provide Services specifically described in this Agreement. You agree that we are not responsible for services that are not expressly included in this Agreement. Unless otherwise agreed in writing, our findings, opinions, and recommendations will be provided to you in writing. You agree not to rely on oral findings, opinions, or recommendations without our written approval.

2.2 In performing our professional services, we will use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of our profession practicing in the same locality. If you direct us to deviate from our recommended procedures, you agree to hold us harmless from claims, damages, and expenses arising out of your direction. If during the one year period following completion of Services it is determined that the above standards have not been met and you have promptly notified us in writing of such failure, we will perform, at our cost, such corrective services as may be necessary, within the original scope in this Agreement, to remedy such deficiency. Remedies set forth in this section constitute your sole and exclusive recourse with respect to the performance or quality of Services.

2.3 We will reference our field observations and sampling to available reference points, but we will not survey, set, or check the accuracy of those points unless we accept that duty in writing. Locations of field observations or sampling described in our report or shown on our sketches are based on information provided by others or estimates made by our personnel. You agree that such dimensions, depths, or elevations are approximations unless specifically stated otherwise in the report. You accept the inherent risk that samples or observations may not be representative of things not sampled or seen and further that site conditions may vary over distance or change over time.

2.4 Our duties do not include supervising or directing your representatives or contractors or commenting on, overseeing, or providing the means and methods of their services unless expressly set forth in this Agreement. We will not be responsible for the failure of your contractors, and the providing of Services will not relieve others of their responsibilities to you or to others.

2.5 We will provide a health and safety program for our employees, but we will not be responsible for contractor, owner, project, or site health or safety.

2.6 You will provide, at no cost to us, appropriate site safety measures as to work areas to be observed or inspected by us. Our employees are authorized by you to refuse to work under conditions that may be unsafe.

2.7 Unless a fixed fee is indicated, our price is an estimate of our project costs and expenses based on information available to us and our experience and knowledge. Such estimates are an exercise of our professional judgment and are not guaranteed or warranted. Actual costs may vary. You should allow a contingency in addition to estimated costs.

Section 3: Your Responsibilities

3.1 You will provide us with prior environmental, geotechnical and other reports, specifications, plans, and information to which you have access about the site. You agree to provide us with all plans, changes in plans, and new information as to site conditions until we have completed Services.

3.2 You will provide access to the site. In the performance of Services some site damage is normal even when due care is exercised. We will use reasonable care to minimize damage to the site. We have not included the cost of restoration of damage in the estimated charges.

3.3 You agree to provide us, in a timely manner, with information that you have regarding buried objects at the site. We will not be responsible for locating buried objects at the site. *You agree to hold us harmless, defend, and indemnify us from claims, damages, losses, penalties and expenses (including attorney fees) involving buried objects that were not properly marked or identified or of which you had knowledge but did not timely call to our attention or correctly show on the plans you or others furnished to us.*

3.4 You will notify us of any knowledge or suspicion of the presence of hazardous or dangerous materials present on any work site or in a sample provided to us. You agree to provide us with information in your possession or control relating to such materials or samples. If we observe or suspect the presence of contaminants not anticipated in this Agreement, we may terminate Services without liability to you or to others, and you will compensate us for fees earned and expenses incurred up to the time of termination.

3.5 Neither this Agreement nor the providing of Services will operate to make us an owner, operator, generator, transporter, treater, storer, or a disposal facility within the meaning of the Resource Conservation Recovery Act, as amended, or within the meaning of any other law governing the handling, treatment, storage, or disposal of hazardous substances. *You agree to hold us harmless, defend, and indemnify us from any damages, claims, damages, penalties or losses resulting from the storage, removal, hauling or disposal of such substances.*

3.6 Monitoring wells are your property, and you are responsible for their permitting, maintenance, and abandonment unless expressly set forth otherwise in this Agreement.

3.7 You agree to make all disclosures required by law. In the event you do not own the project site, you acknowledge that it is your duty to inform the owner of the discovery or release of contaminants at the site. *You agree to hold us harmless, defend, and indemnify us from claims, damages, penalties, or losses and expenses, including attorney fees, related to failures to make disclosures, disclosures made by us that are required by law, and from claims related to the informing or failure to inform the site owner of the discovery of contaminants.*

Section 4: Reports and Records

4.1 Unless you request otherwise, we will provide our report in an electronic format.

4.2 Our reports, notes, calculations, and other documents and our computer software and data are instruments of our service to you, and they remain our property. We hereby grant you a license to use the reports and related information we provide only for the related project and for the purposes disclosed to us. You may not transfer our reports to others or use them for a purpose for which they were not prepared without our written approval. *You agree to indemnify, defend, and hold us harmless from claims, damages, losses, and expenses, including attorney fees, arising out of such a transfer or use.*

4.3 If you do not pay for Services in full as agreed, we may retain work not yet delivered to you and you agree to return to us all of our work that is in your possession or under your control.

4.4 Samples and field data remaining after tests are conducted and field and laboratory equipment that cannot be adequately cleansed of contaminants are and continue to be your property. They may be discarded or returned to you, at our discretion, unless within 15 days of the report date you give us written direction to store or transfer the materials at your expense.

4.5 Electronic data, reports, photographs, samples, and other materials provided by you or others may be discarded or returned to you, at our discretion, unless within 15 days of the report date you give us written direction to store or transfer the materials at your expense.

Section 5: Compensation

5.1 You will pay for Services as stated in this Agreement. If such payment references our Schedule of Charges, the invoicing will be based upon the most current schedule. An estimated amount is not a firm figure. You agree to pay all sales taxes and other taxes based on your payment of our compensation. Our performance is subject to credit approval and payment of any specified retainer.

5.2 You will notify us of billing disputes within 15 days. You will pay undisputed portions of invoices upon receipt. You agree to pay interest on unpaid balances beginning 30 days after invoice dates at the rate of 1.5% per month, or at the maximum rate allowed by law.

5.3 If you direct us to invoice a third party, we may do so, but you agree to be responsible for our compensation unless the third party is creditworthy (in our sole opinion) and provides written acceptance of all terms of this Agreement.

5.4 Your obligation to pay for Services under this Agreement is not contingent on your ability to obtain financing, governmental or regulatory agency approval, permits, final adjudication of any lawsuit, your successful completion of any project, receipt of payment from a third party, or any other event. No retainage will be withheld.

5.5 If you do not pay us in accordance with this Agreement, you agree to reimburse all costs and expenses for collection of the moneys invoiced, including but not limited to attorney fees and staff time.

5.6 You agree to compensate us in accordance with our Schedule of Charges if we are asked or required to respond to legal process arising out of a proceeding related to the project and as to which we are not a party.

5.7 If we are delayed by factors beyond our control, or if project conditions or the scope or amount of work changes, or if changed labor conditions result in increased costs, decreased efficiency, or delays, or if the standards or methods change, we will give you timely notice, the schedule will be extended for each day of delay, and we will be compensated for costs and expenses incurred in accordance with our Schedule of Charges.

5.8 If you fail to pay us in accordance with this Agreement, we may consider the default a total breach of this Agreement and, at our option, terminate our duties without liability to you or to others, and you will compensate us for fees earned and expenses incurred up to the time of termination.

5.9 In consideration of our providing insurance to cover claims made by you, you hereby waive any right to offset fees otherwise due us.

Section 6: Disputes, Damage, and Risk Allocation

6.1 Each of us will exercise good faith efforts to resolve disputes without litigation. Such efforts will include, but not be limited to, a meeting(s) attended by each party's representative(s) empowered to resolve the dispute. Before either of us commences an action against the other, disputes (except collections) will be submitted to mediation.

6.2 ***Notwithstanding anything to the contrary in this Agreement, neither party hereto shall be responsible or held liable to the other for punitive, indirect, incidental, or consequential damages, or liability for loss of use, loss of business opportunity, loss of profit or revenue, loss of product or output, or business interruption.***

6.3 You and we agree that any action in relation to an alleged breach of our standard of care or this Agreement shall be commenced within one year of the date of the breach or of the date of substantial completion of Services, whichever is earlier, without regard to the date the breach is discovered. Any action not brought within that one year time period shall be barred, without regard to any other limitations period set forth by law or statute. We will not be liable unless you have notified us within 30 days of the date of such breach and unless you have given us an opportunity to investigate and to recommend ways of mitigating damages. You agree not to make a claim against us unless you have provided us at least 30 days prior to the institution of any legal proceeding against us with a written certificate executed by an appropriately licensed professional specifying and certifying each and every act or omission that you contend constitutes a violation of the standard of care governing our professional services. Should you fail to meet the conditions above, you agree to fully release us from any liability for such allegation.

6.4 ***For you to obtain the benefit of a fee which includes a reasonable allowance for risks, you agree that our aggregate liability for all claims will not exceed the fee paid for Services or $50,000, whichever is greater. If you are unwilling to accept this allocation of risk, we will increase our aggregate liability to $100,000 provided that, within 10 days of the date of this Agreement, you provide payment in an amount that will increase our fees by 10%, but not less than $500, to compensate us for the greater risk undertaken.*** This increased fee is not the purchase of insurance.

6.5 ***You agree to indemnify us from all liability to others in excess of the risk allocation stated herein and to insure this obligation. In addition, all indemnities and limitations of liability set forth in this Agreement apply however the same may arise, whether in contract, tort, statute, equity or other theory of law, including, but not limited to, the breach of any legal duty or the fault, negligence, or strict liability of either party.***

6.6 This Agreement shall be governed, construed, and enforced in accordance with the laws of the state in which our servicing office is located, without regard to its conflict of laws rules. The laws of the state of our servicing office will govern all disputes, and all claims shall be heard in the state or federal courts for that state. Each of us waives trial by jury.

6.7 No officer or employee acting within the scope of employment shall have individual liability for his or her acts or omissions, and you agree not to make a claim against individual officers or employees.

Section 7: General Indemnification

7.1 *We will indemnify and hold you harmless from and against demands, damages, and expenses of others to the comparative extent they are caused by our negligent acts or omissions or those negligent acts or omissions of persons for whom we are legally responsible. You will indemnify and hold us harmless from and against demands, damages, and expenses of others to the comparative extent they are caused by your negligent acts or omissions or those negligent acts or omissions of persons for whom you are legally responsible.*

7.2 To the extent it may be necessary to indemnify either of us under Section 7.1, you and we expressly waive, in favor of the other only, any immunity or exemption from liability that exists under any worker compensation law.

7.3 You agree to indemnify us against losses and costs arising out of claims of patent or copyright infringement as to any process or system that is specified or selected by you or by others on your behalf.

Section 8: Miscellaneous Provisions

8.1 We will provide a certificate of insurance to you upon request. Any claim as an Additional Insured shall be limited to losses caused by our negligence.

8.2 You and we, for ourselves and our insurers, waive all claims and rights of subrogation for losses arising out of causes of loss covered by our respective insurance policies.

8.3 Neither of us will assign or transfer any interest, any claim, any cause of action, or any right against the other. Neither of us will assign or otherwise transfer or encumber any proceeds or expected proceeds or compensation from the project or project claims to any third person, whether directly or as collateral or otherwise.

8.4 This Agreement may be terminated early only in writing. You will compensate us for fees earned for performance completed and expenses incurred up to the time of termination.

8.5 If any provision of this Agreement is held invalid or unenforceable, then such provision will be modified to reflect the parties' intention. All remaining provisions of this Agreement shall remain in full force and effect.

8.6 No waiver of any right or privilege of either party will occur upon such party's failure to insist on performance of any term, condition, or instruction, or failure to exercise any right or privilege or its waiver of any breach.

6C.

From: DAVID SMITH davmar71@sbcglobal.net
Subject: Standing water Wagon Wheel Court Road
Date: Mar 19, 2020 at 8:46:33 AM
To: supervisorahtp@gmail.com, supervisorbhtp@gmail.com, supervisorchtp@gmail.com, supervisordhtp@gmail.com, supervisorehtp@gmail.com, harristownshipclerk@gmail.com

Hello,

I'm writing to address an issue that township maintenance on Wagon Wheel Court Road has created on my property to the north of Wagon Wheel Court Road in Harris Township.

Township 54N Range 25W Section 30 - NW NE LYG E OF HWY 169 & LYG NLY OF BLANDIN PAPER CO ACCESS RD LESS N 300FT

I have owned the property N. of Wagon Wheel Court Road 40+ years. I purchased the property from Gary and JoAnn Lemke. When I moved to that location Wagon Wheel Court Road did not even exist. Access to "Indian Village".. what is now Wagon Wheel Mobile home park was over a road that went past the old " Cat Shack" dealership that sits where the Drift Skippers clubhouse now resides. The road into the mobile home court was added, I believe, in 1976/1977. I don't know when maintenance was taken over my Harris Township.

A few years ago when I was living in the Chicago area, several inches of class 5 were added to the driving surface of Wagon Wheel Court Road from where township maintenance ends (park entrance) to where the road splits at the entrance to the Drift Skippers clubhouse. The manage of the mobile park told me 4 inches were added due to the poor condition of the road surface and "mud". Since that time.. and especially the last few years, the added height of the class 5 fill created a dam trapping water (on the north side of the road) that previously ran or seeped through or across the road to the natural flowage southward. I have seen the Harris Township gravel reports notes mentioning the pooled water in the "ditches". This area previously would have a little water in the spring.. but never standing water. There is now water standing even in my mowed grass area that previously would run off.

I believe a culvert is needed under Wagon Wheel Court Rd. to restore the natural flowage of water and alleviate the conditions that created this unnatural wet area.

I have attached a picture in my yard where water is standing. There's a driveway with a culvert to an old home (long gone) .. this drains to the area that is flooded by the added height of Wagon Wheel Court Rd.

Is there a formal process to request the township rectify issue they created when they "built a dam" that is flooding my property?

Sincerely
David Smith
613A NW 1st Ave Unit 312
Grand Rapids MN 55744

davmar71@sbcglobal.net

Property
33456 Wagon Wheel Court Road
Grand Rapids MN 55744

Tap to Download
IMG_20191...124619.jpg
4.3 MB

6D.

From: Richter, Becky L Becky.Richter@centurylink.com
Subject: FW: COVID-19 Impact
Date: Mar 18, 2020 at 1:55:42 PM
To: Richter, Becky L Becky.Richter@centurylink.com

Hello,

I am reaching out for information which will help CenturyLink plan in the event an Emergency is declared and Public Offices are shut down. Could you please respond with answers to the questions below.

Are you still accepting right-of-way utility permit applications?

If you are accepting emergency permit applications only:
What is considered an emergency?
If CenturyLink has an outage that affects customers and we need to excavate, is that considered an emergency?
Who do we contact and how?

Are will able to continue to place our facilities on already approved permits?

Thank you,

Becky Richter
CenturyLink
Field Operations - Central
Coordinator 2
(651) 312-5431
(763) 506-9666 (fax)

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.

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.

Gmail

Harris Township Clerk <harristownshipclerk@gmail.com>

Permit

2 messages

Brown, Jane <jane.brown@telcomconstruction.com>
To: beckymadams@gmail.com
Cc: harristownshipclerk@gmail.com

Mon, Mar 16, 2020 at 4:08 PM

Hi,
My name is Jane Brown and I work for Telcom Construction and my company will be working in your area.
Do I need to apply for a permit to work in your right of way?
If yes, could you please email a copy of the application?
Is there a permit fee?

--
Jane Brown
Permit Clerk
Telcom Construction LLC
Direct Phone: (320) 365-0086
Fax Number: (320) 558-9386
Jane.brown@Telcomconstruction.com

This email message, and any documents which may accompany it, contain information which is intended for use only by the intended recipient(s), and may contain information that is privileged and/or confidential. If you are not the intended recipient of this message you are hereby notified that any review, disclosure, dissemination, distribution, copy or other use of this message or its attachments is strictly prohibited. If you have received this message in error, please notify the sender by reply email, delete the email from your computer and destroy all copies of the communication and any attachments.

Harris Clerk <harristownshipclerk@gmail.com>
To: "Brown, Jane" <jane.brown@telcomconstruction.com>

Wed, Mar 18, 2020 at 6:00 PM

Hi Jane. I will place this on our board agenda for March 25 and will get back to you on March 26

Thank you.... Peggy

Best Regards,

Harris Township Clerk

Sent from my iPhone
[Quoted text hidden]

7A.

PARK/CEMETERY INSPECTIONS: by Supervisor Clayton

	DATE	CEMETERY	WENDIGO	CRYSTAL SPRINGS
CEMETERY:				
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				

PARKS (CONTINUED):	DATE 5/6/2020	CEMETERY	WENDIGO	CRYSTAL SPRINGS
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				Booze Cans Sitting by Pump - TRASH outside garbage Bin
ICE RINK/WARMING SHACK				
OUTHOUSE:				
CLEAN/CALL NEEDED TO VENDOR?				

OVERALL COMMENTS:

* Ice looks good at both rinks
* Crystal - Picked up empty booze bottles on parking lot, Picked up TRASH. Ice could use squeegee - light dusting.
* Windigo - ice looks good.

PARK/CEMETERY INSPECTIONS: by Supervisor Clayton

CEMETERY:

GRASS CUT:

GRASS TRIMMED:

ANY TRASH?

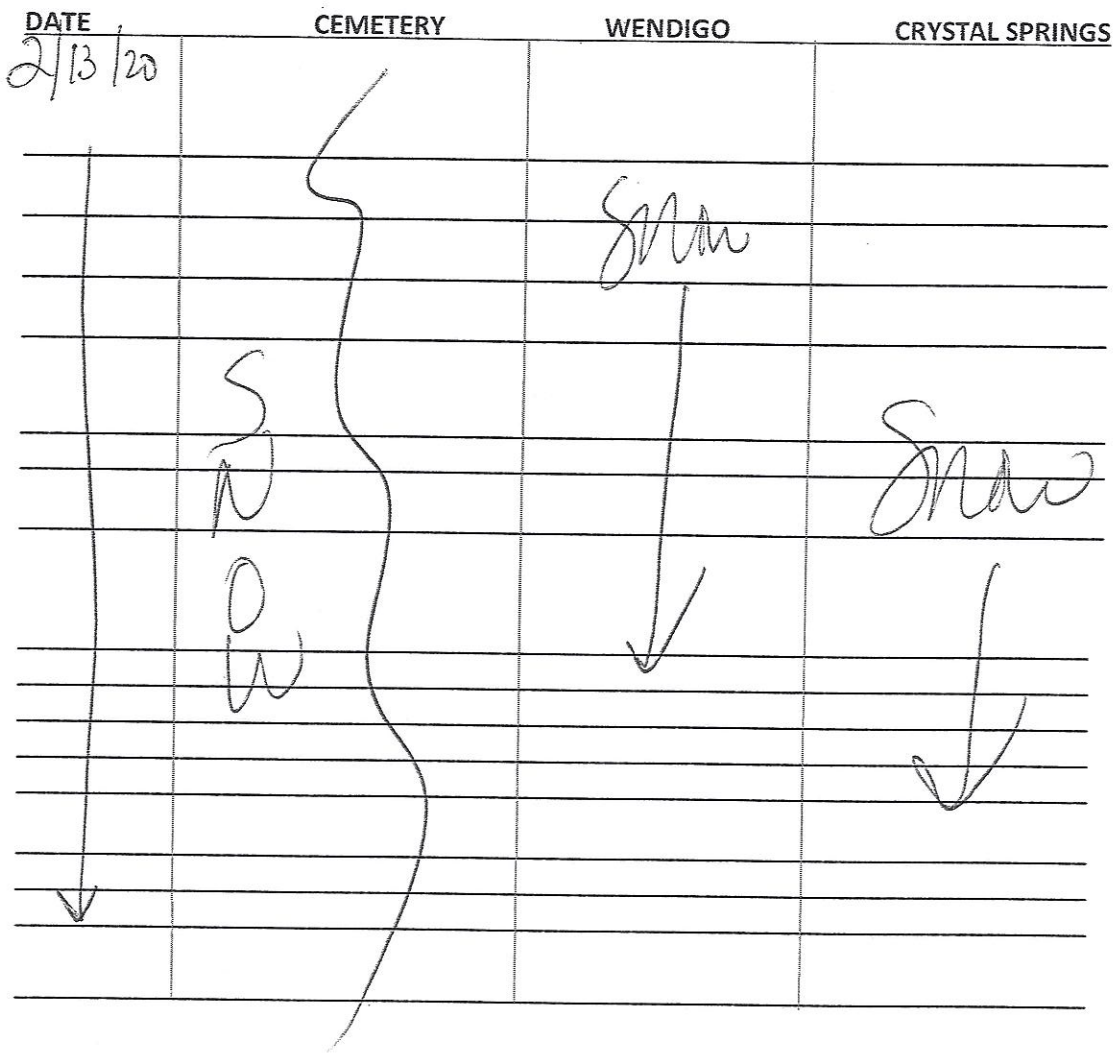
ANY VANDALISM?

EXCESSIVE WATER STANDING/
ANY AREAS OF CONCERN

PARKS:

VOLLEYBALL COURT:
- NETS
- POSTS
- COURT
- GRASS CUT/TRIMMED

TENNIS COURT:
- NET
- POSTS
- COURT
- GRASS CUT/TRIMMED



	DATE	CEMETERY	WENDIGO	CRYSTAL SPRINGS
PARKS (CONTINUED):	2/13/20			
BASEBALL FIELD:				
SHAPE/ANY REPAIR NEEDED			Snow	
GRASS CUT/TRIMMED				
BASKETBALL AREA:				Snow
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:

Cold weather!

Wendigo - Rinks closed today & also on the 12th
ice looks good - a few were skating during
Crystal - gets a lot of sun & rink steel in decent shape
But warm weather / cold weather not good for
ice

PARK/CEMETERY INSPECTIONS: by Supervisor Clayton

CEMETERY:

GRASS CUT:

GRASS TRIMMED:

ANY TRASH?

ANY VANDALISM?

EXCESSIVE WATER STANDING/ ANY AREAS OF CONCERN

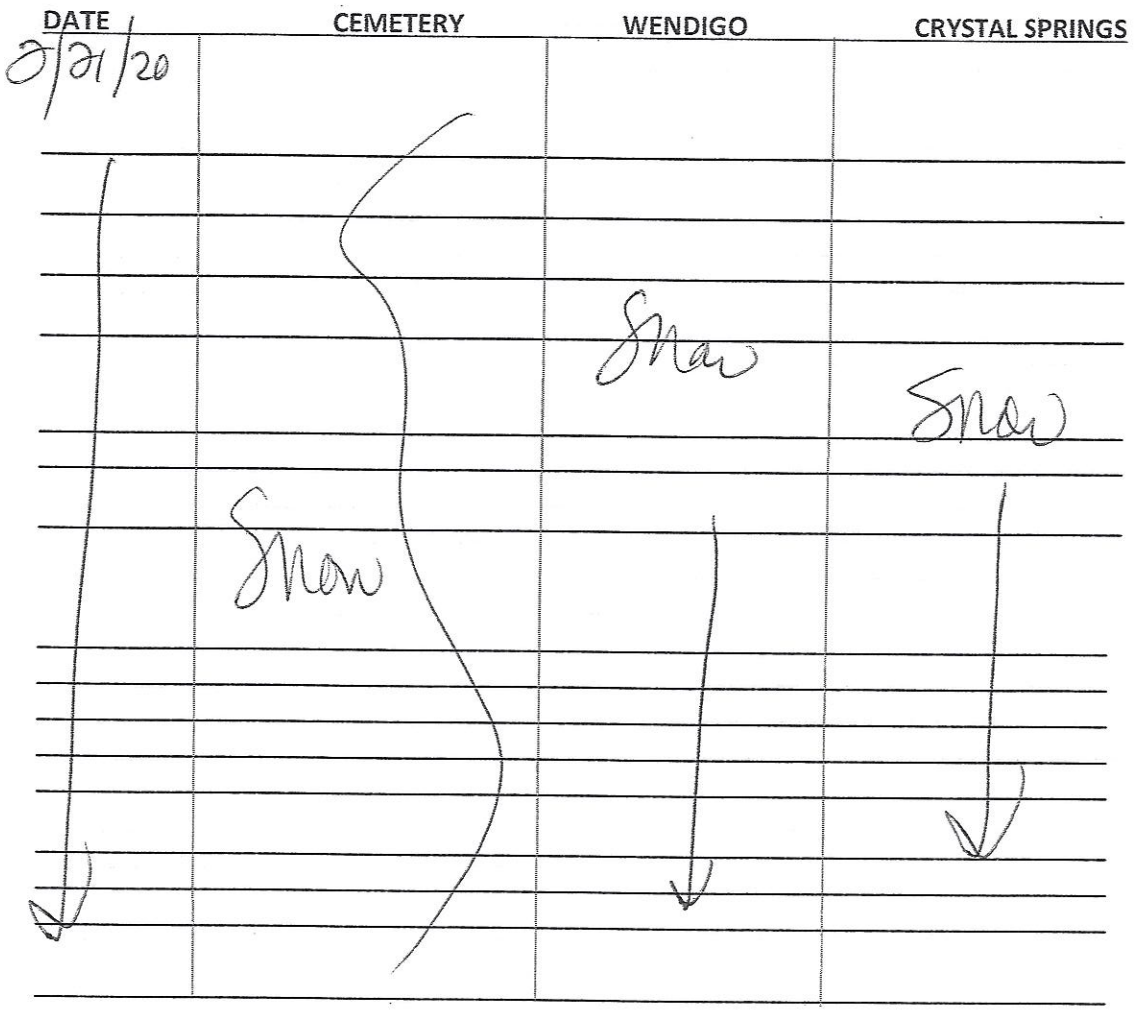
PARKS:

VOLLEYBALL COURT:

- NETS
- POSTS
- COURT
- GRASS CUT/TRIMMED

TENNIS COURT:

- NET
- POSTS
- COURT
- GRASS CUT/TRIMMED



	DATE	CEMETERY	WENDIGO	CRYSTAL SPRINGS
PARKS (CONTINUED):	2/21/2020			
BASEBALL FIELD:				
SHAPE/ANY REPAIR NEEDED		N/A		
GRASS CUT/TRIMMED	↓		Snow	Snow
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: Warm weather coming } Wendigo - Ice good! Crystal = Ice still good!

PARK/CEMETERY INSPECTIONS: by Supervisor Clayton

	DATE	CEMETERY	WENDIGO	CRYSTAL SPRINGS
CEMETERY:				
GRASS CUT:	2/29/20			
GRASS TRIMMED:		Simon	Simon	Simon
ANY TRASH?		Mutty	Mutty	Mutty
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				

	DATE	CEMETERY	WENDIGO	CRYSTAL SPRINGS
PARKS (CONTINUED):	2/29/2020			
BASEBALL FIELD:				
SHAPE/ANY REPAIR NEEDED			Snow	
GRASS CUT/TRIMMED		N/A		Snow
BASKETBALL AREA:				
NET				
PICNIC AREA:				
TABLES/BENCHES				
TRASH				
PLAYGROUND AREA:				
SWINGS				
SLIDES				
TRASH				
ANYTHING BROKEN				
HORSESHOE COURT				
TRASH				
PARKING LOT:			Rinks open	Rinks Skate open
TRASH				
ICE RINK/WARMING SHACK				
OUTHOUSE:				
CLEAN/CALL NEEDED TO VENDOR?				

OVERALL COMMENTS: Wendigo - Ice Bitter Shape this time in Feb than 2019 Crystal - Suffering the "Sun" so ice is soft!

8A.

Networking Opportunities Team Meeting

Networking to improve efficiency, maintain service levels and save money while preserving our individual community identities

February 26, 2020

The next meeting will be March 25, 2020 at Timberlake Lodge from 11-1, lunch included.

Present: Peggy Clayton (Harris), Terry Snyder (Itasca County), Lilah Crowe (Arbo), Mike Baltus (Spang), Joe Abeyta (LaPrairie) and Mary Jo Wimmer, Coordinator.

Open Market

Itasca County

- Mining discussions continue, Magnetation plant 4 is the only one not sold yet. It will sell in the middle of March.
- Have conducted 28 town hall meetings on jail options. The County Board will vote on March 17 on a building plan. They will decide later how to pay for the new jail. If sales tax option is chosen that will go on a referendum for the fall election.

LaPrairie

- Received a grant from IRRR for water and sewer projects
- Had a utility trailer stolen and are looking into security systems
- Just renewed their County contract for snow removal
- Now have a building inspector

Harris Township

- They are having their annual report printed for distribution
- Still have not hired a township clerk
- Are updating their 5 year road plan, 2020-2021 will be dedicated to Sunny Beach Road
- Are looking at updating alarm system at cemetery and adding security system at town hall.
- Moving forward with an annex of Stony Point Road

Arbo Township

- Have a possibility of purchasing neighboring property which would allow consideration of a new township hall building in the future. This will be discussed at the annual meeting.

Spang Township

- Preparing for annual meeting.
- Getting a variety of quotes for road maintenance

8B.

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

ITASCA COUNTY TOWNSHIP ASSOCIATION MEETING

Monday 10 February 2020

President Mike Baltus opened the meeting at 7:00 PM.
The Pledge of Allegiance was recited.

Lloyd Adams motioned and Ken Haubrich seconded to accept the minutes with corrections. Motion carried.

Treasurer's Report: Roberta Truempler

Savings:	$ 10,437.85
Checking:	$ 6,171.76
Claims: February payroll	$ 295.53
MAT	$ 5,501.68

Dick Lacher motioned and Lloyd Adams seconded to accept the Treasurer's report. Motion carried.

RENO'S REPORT:
MAT update came today. There are grants for Fire Department and EMS. These are also on the website. Primary elections are on Tuesday 3 March. Annual Township meetings are on Tuesday 10 March...The Spring Course will be held on 2 April at Sugar Lake Lodge. L&R meeting will be 22-23 April. Volunteer drivers have to have commercial license and are paid 14 cents per mile. Township Leadership Course to be held in Burnsville on 16 April, and Legal Seminar in Aitkin on 15 February.

COMMISSIONER'S REPORT:
Burl Ives:

New grant signed for Herb Brandson ATV trail going from Scenic Pines to Nashwauk. Meetings about the new jail are being held in the townships. The court has contracted three attorneys at $75.00 per hour

OLD BUSINESS:

Communications: None

Committees:

WPIC: Dick Lacher –

ARDC: Larry Salmela –
911 User Radio Board: Pat Hill –None
ATP: Gary Johnson –
L&R: Peggy Clayton – Meeting in

April

NEW BUSINESS:
The annual meeting will be held at Blackberry Township Hall on Monday 13 April. Registration starts at 5 PM and will costs $20.00 per person. Entertainment will be a comedian.

The Historical Society is asking for a $1.00 per person in the townships.
New projects are County Schools to be featured this year and Native stories before 1850.

PROGRAM:
Commissioners Terry Snyder and Burl Ives discussed building of the new jail. The present jail was built in 1983. The Department of Corrections has changed rules from earlier years which are stricter now.
They presented the "orange" plan (building on present site) and the "green plan" (building off site). If the jail is build outside the city, we would lose the county seat.
How to pay for new jail - ? bonding or sales tax. 40 % of 45,000 people in Itasca county pay taxes. Commercial properties pay twice as much as individuals. Trying to do a sales tax of 1% to pay for bonding. Have to have state approval first, then it goes on a referendum to the voters in November.
There are about 28 sessions set up at townships with the commissioners in the county. Attend one of these meetings for further information.

Richard Lacher motioned and Gary Nelson seconded to adjourn the meeting. The meeting was adjourned at 8:40 PM. The next meeting will be held on Monday 9 March 2020.

Respectfully submitted,

Pat Hill, Secretary

From: vetschbry vetschbry@gmail.com
Subject: Resignation
Date: Mar 20, 2020 at 5:58:24 PM
To: Clayton Peggy mplfc54@gmail.com, Ken Haubrich supervisorahtp@gmail.com, Township Harris supervisorchtp@gmail.com

9A.

Dear Peggy and Ken,

It has been an absolute pleasure working with the both of you in serving the Harris Township this past year. My employment with y'all has given me opportunities to grow in my customer service skills, book work knowledge, and given me insight in the incredibly vast amount of work it takes to manage a community on the front lines and behind the scenes. I have loved serving the township, and hope to find something similar in the future.

Writing this letter was not easy for me, and neither is this email, but I hope y'all can understand. Things have gotten very hard for me this year; even more so now with Covid-19 as I've lost all of my work outside of the township. Although things were tight for me financially, I had help and a great support system, but that is lost now too. The virus is in Grand Rapids now, my baby's babysitters are self-isolated, as are the rest of my immediate family who are in poor health. I have no one to turn too, and am making immediate plans to move south to Oklahoma to stay with my Dad. This is sudden to y'all, I'm sure, but something I've been planning on doing by the end of this year, since Garrett's father has found work in another state.

I hope you can understand and sympathize with my predicament, and perhaps even give me the grace of terminating my employment sooner, should there be word of a travel ban between states. The virus and restrictions upon us will only get worse, I expect.

I've left an official letter of resignation in the Chair folder in the office.

My deepest apologies,
Bryanna Vetsch

Chairman 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

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

March 25, 2020

Bryanna Vetsch
Harris Town Caretaker
Grand Rapids, MN 55744

Dear Bryanna:

We are in receipt of your letter of resignation dated March 20, 2020 from your position as Harris Town Hall Caretaker.

We truly appreciate all you have done for Harris Township and for the constituents who you have met through renting the hall over the past 1+ years. You have shown true compassion for everyone you have worked with, and your cleaning skills exemplify your dedication to your work. The Board is very appreciative your dedication to the Caretaker position.

We understand the hardships that have come upon you over the past few months, and more so, now with the loss of work, surrounding COVID-19.

We are accepting your resignation effective March 24, 2020. Please feel free to reach out to the Board for further references. We wish you well in your future endeavors. Safe travels to you and Garrett!

Best Wishes!

Sincerely,

Ken Haubrich
Chair, Harris Town Board

Peggy Clayton
Caretaker Supervisor

/plc

9B

Harris Township Monthly Hall Report

Caretaker: Bryanna Vetsch Date: February 2020

1) Cleaning, Key meetings: 19.5 hrs
2) Texts, calls, supplies, miscellaneous duties/work: 20.75 hrs.

(Inspections, maintenance, non-routine work, Board Meeting Functions)

Notes:

Total (all hours worked): 40.25 hrs

Rentals:

1) Residents: 7

No charge/discounted ONLY by board approval 2

Notes:

-02/06 Political function during election year- no charge
-02/25 Political function during election year- no charge

2) Non-residents: 2

Discounted ONLY by board approval 0

Notes:

3) Board functions, (meetings, scheduled, elections): 5

Total: 14

Deposits Retained: 1

Reason: Mopping and Vacuuming

Total Money Collected: $475

Month: February 2020

RENTER REGISTER

R/NR	DATE	RENTER	FUNCTION	CHECK #	RENTAL AMOUNT
R	1-Feb	Devonna Petz	Baby Shower	4256	$50
R	2-Feb	Melissa Eiden	Baby Shower	3245	50
R	6-Feb	Craig Nelson	Political Meeting	no charge	$0.00
NR	8-Feb	Kirsten Kujala*	Birthday	5385	$150.00
R	15-Feb	Jolene Soltis	Wedding	cash	$50.00
R	22-Feb	Breanna Freolich	Birthday	cash	$50.00
NR	23-Feb	Carol Dimatteo	Baby Shower	7266	$100.00
R	25-Feb	Flyway	Meeting	8149	$25.00
R	25-Feb	Cyndi Martin	Politcal Meeting	no charge	$0.00
					$475.00

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. MS 471.391,Subd 1:

CARETAKER

Bryanna Vetsch 3/6/2020

11A.

ADVANTAGE systems group Since 1970
Grand Rapids, MN 55744
(218) 326-5753

Proposal

Proposal No.	**2006366**
Proposal Date	2/26/20
SalesPerson	Dave
Site Contact	
Telephone	218-492-4181
Fax Number	

Prepared For
HARRIS TOWNSHIP
3190 AIRPORT ROAD
GRAND RAPIDS, MN 55744

Job Site
HARRIS TOWNSHIP
3190 AIRPORT ROAD
GRAND RAPIDS, MN 55744

Introduction

Thank you for allowing us to quote you on your security system needs.

Advantage Systems Group has quietly grown into the largest, most experienced locally owned security systems provider in our area.

Advantage Systems Group has been in the alarm and low voltage industry since 1970. Our proven local stability is the same management for over 20 years and owning our office building at 1216 Ogden Avenue for 15 years. We also have offices in the Twin Ports and the Twin Cities areas.

Key features about us that benefit our customers are:

Experience - Advantage Systems Group employees average 12 ½ years in the security industry. True peace of mind is building a trusted relationship with not only your security company but also having long term familiar technicians work with your most sensitive security issues.

Knowledge - Advantage Systems Group has an aggressive continuing education program for our employees; our technicians are factory trained and nationally certified. Proper training allows us to provide quality installations and efficient service at the right price.

Stability - Advantage Systems Group has been successfully providing quality security solutions to the Northland since 1970. Our goal is to establish long term relationships with our customers and employees.

Reliability - Advantage Systems Group is a factory authorized direct distributor of security & camera systems along with ID badging, card access, and fire alarms. All product lines used by Advantage Systems Group are shop tested for effectiveness and reliability before being offered to our customers.

Let us help keep our local economy strong and provide you the quality system and local service you deserve.

Please call (218) 326-5753 with any questions that arise or to move forward on this proposal.

ADVANTAGE systems group Since 1970
Grand Rapids, MN 55744
(218) 326-5753

Proposal

Proposal No. 2006366
Proposal Date 2/26/20
SalesPerson Dave
Site Contact
Telephone 218-492-4181
Fax Number

Prepared For
HARRIS TOWNSHIP
3190 AIRPORT ROAD
GRAND RAPIDS, MN 55744

Job Site
HARRIS TOWNSHIP
3190 AIRPORT ROAD
GRAND RAPIDS, MN 55744

Proposed Items

Qty	Description	Part Number	Location

CEMETERY
Remove and replace the existing security system with a cellular based system as listed below.

1.00	DMP Control Panel	XT30DM-G
1.00	DMP Cell Module XT LTE AT&T	263LTE-A
1.00	DMP Keypad No Zone	7060-W
1.00	DMP Cell Extension Cable 25'	381-25
2.00	Motion Sensor - Cold Weather	DET ISC-CDL1-W
1.00	Cable, Ends, Ties, Etc..	LAB - MISC.
1.00	Installation & Labor	LAB - INSTALL

Recurring Charges

Description	Amount	Frequency	Tax	Total
CELLULAR SECURITY SYSTEM MONITORING	37.50	Monthly	Y	40.08
BASIC ARM/DISARM APP	0.00	Monthly	Y	0.00

ADVANTAGE systems group Since 1970
Grand Rapids, MN 55744
(218) 326-5753

Proposal

Proposal No. 2006366
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GRAND RAPIDS, MN 55744

Pricing

We propose to furnish the proposed items under the terms listed within this proposal

Total Parts And Labor	967.00
Sales Tax	66.48
Total Job Price	1,033.48

Payment Schedule

Signed Contract	516.74
Start Of Job	
75% Completion	
Job Completed	516.74

Terms And Conditions

Upon acceptance of this proposal, the purchaser agrees to the separate agreement or terms and conditions. ASG will do its best to provide a system that meets purchasers expectations. It is understood that no guarantees are implied. Warranties will be provided under the length in the separate contract. Please return a copy with an original, authorized signature. Once received and signed by an authorized ASG representative, it will be binding.

This proposal may be withdrawn by us if not accepted within 90 Days

Please sign on first line below to indicate your authorized acceptance of this proposal and personal guarantee of its payment. An authorized ASG represenative will then sign on the second line and return a

Signature (Title) Date Signed

Signature (Title) Date Signed

Fwd: FW: harris township

1 message

Harris Township <supervisorahtp@gmail.com> Sun, Mar 1, 2020 at 1:25 PM
To: Harris Township Clerk <harristownshipclerk@gmail.com>

Ken Haubrich
Supervisor A
Harris Township Board of Supervisors

---------- Forwarded message ---------
From: **Charlie Lehman** <clehman@advantagesystemsgroup.com>
Date: Sun, Mar 1, 2020 at 6:38 AM
Subject: FW: harris township
To: supervisorahtp@gmail.com <supervisorahtp@gmail.com>

Hi ken, here are the proposals. If you have any questions give me a call.

Thanks

charlie

From: Scott Eastman <seastman@advantagesystemsgroup.com>
Sent: Wednesday, February 26, 2020 4:24 PM
To: Charlie Lehman <clehman@advantagesystemsgroup.com>
Subject: RE: harris township

Proposals attached

From: Charlie Lehman
Sent: Wednesday, February 12, 2020 4:21 PM
To: Sonja Hoyt; Scott Eastman
Subject: harris township

Cemetery

1-xt30

1-263lte-a

1-7060w

1-25 foot cell cable

2-cold weather hardwired motions

Service garage

Minnesota Association Townships (https://mntownships.org/)

12A

MAT ORDER FORM

Back to Home (https://mntownships.org/)

(https://mntownships.org/about-mat/mat-order-form/)

MAT Products Order Form

The 2020 Township Manuals are now available.

peggy

clayton

Your Township

Your County

Shipping Address

City

State

Zipcode

Your phone number

Your e-mail

- 1 year subscription to MN Township Insider ($15.00) (automatically distributed to member twp officials)
- 2020 Township Manual ($10.00)
- Current Township Calendar Issue ($5.00) - NOTE: Each Town Board Member received one.
- Township DVD: "Foundation of Democracy (2013)": (DVD) ($10.00)
- Association Lapel Pin ($3.00)
- MAT Cap ($7.00)
- Noxious Weed Book ($10.00+shipping)
- MATIT Safety Vest ($15.00)
- MATIT Padfolio ($20.00)
- Certificate of Award "_____ years of service" ($3.00)
- Certificate of Award "many years of service" ($3.00)

Privacy - Terms

Please put in the notes if you would like more than one of an item:

Enter Qty if necessary

Submit Order Now

Product Images

(https://mntownships.org/wp-content/uploads/2017/12/cert-blank-years.jpg)

Call for Town Hall Photos

If you would like to have your town hall featured on the MAT website, please submit a photo to the MAT office, PO Box 267, St. Michael, MN 55376 or e-mail (mailto:ssaloum@mntownships.org) it to MAT.

View Town Hall Photos (mn-town-hall-photos)

MAT Contact Information

(800) 228-0296 (tel:18002280296)
info@mntownships.org (mailto:info@mntownships.org)
FAX (763) 497-3361

Disclaimer:

Site Menu

About MAT (https://mntownships.org/about-mat/)
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Information Library (https://mntownships.org/information-library/)
Insurance (https://mntownships.org/matit-self-insurance/)
Legislative (https://mntownships.org/legislative-updates/)
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Privacy • Terms

From: Lucinda Messman lmessman@mntownships.org
Subject: RE: Contact form submission - MAT website
Date: Dec 3, 2019 at 5:33:30 PM
To: harristownshipclerk@gmail.com

12C.

Amanda

As far as electronic records, Arcasearch is a partner with MAT. They do a nice job getting old records archived in an electronic format.

Day to day electronic records - there is no single option/partnership MAT recommends. There are many options. Many townships just start by getting records into electronic format by picking a date and moving forward. It may be scanning everything or something to be sure all records are digital. Then consider how backups will work and make sure they are completed. As time presents itself, moving backwards through the records then occurs.

Keep in mind - if you have adopted records retention, it will let you know what records can be disposed of and what is permanent.

I know this isn't the most helpful, but it is what I have available. The other recommendation is to check with other clerks and see what they are using - that is going to be the most helpful. Your county unit is a great place to start as they know who is in the area and who can provide tech support as you move into new equipment.

Lucinda Messman
Minnesota Association of Townships
Trainer
763-360-3962

-----Original Message-----
From: Information <information@mntownships.org>
Sent: Tuesday, December 3, 2019 1:06 PM
To: Information <information@mntownships.org>
Subject: Contact form submission - MAT website

From: Amanda Schultz<harristownshipclerk@gmail.com>

First name: Amanda
Last name: Schultz
Township: Harris Township
County: Itasca County
Phone: 218-244-1811

Message/Question: Does MAT have any suggestions for electronic records management? Harris Township hasn't really gone down that road yet, with the exception of what information is available on their website, meaning there are A LOT of paper records. Thank you!

--
This e-mail was sent from a contact form on mntownships.org (http://mntownships.org)

From: General Code/ICC Community Development
cms@generalcode.com
Subject: The time to digitize is now!
Date: Feb 20, 2020 at 12:47:44 PM
To: harristownshipclerk@gmail.com

Click here if you are having trouble viewing this message.

The Time to Digitize is Now, Too Much History Has Been Lost Already.

**click the image above to visit our dedicated webpage*

You want to safeguard your community's history, we want to save you time, and taxpayers want to know money is being used wisely.

Enter the Laserfiche Cloud Express system from General Code.

We give you the tools to digitize records which will eliminate manual filing, hours of searching through dusty records and the need for storage space.

Our pre-built system comes complete with a file folder structure, templates and automated filing. It also features some of the best search functionality available to help you find what you need in an instant. It only takes a few hours of training and you're ready to go, secure in the

knowledge our expert support is on standby when you need us.

Interested in seeing this Solution in action?

Sign Up for a Free Webinar February 25th!

Click Here to Reserve Your Spot!

GENERAL CODE

ICC COMMUNITY DEVELOPMENT SOLUTIONS

https://cms.generalcode.com/express/
Click here to unsubscribe or to change your Subscription Preferences.

12E.

RESOLUTION #2020-013
RESOLUTION ESTABLISHING THE ABILITY CONDUCT OPEN MEETINGS BY TELEPHONE

WHEREAS, on March 13, 2020, Minnesota Governor Tim Walz issued Executive Order 20-01, "Declaring a Peacetime Emergency and Coordinating Minnesota's Strategy to Protect Minnesotans from COVID-19," declaring a peacetime emergency under Minn. Stat. § 12.31, subd. 2.

WHEREAS, the Center for Disease Control has labeled COVID-19 as a pandemic illness.

WHEREAS, COVID-19 poses a risk to the health, welfare, and safety of the public.

WHEREAS, the Minnesota Department of Health has issued guidelines and recommendations to slow the spread of COVID-19 that include limiting social interaction.

WHEREAS, the Township provides important services related to transportation, public safety, economic development, education, and protection of property.

WHEREAS, Minn. Stat. § 13D.021 permits open meetings to be conducted through teleconferencing if:

1. the presiding officer for the governing body finds it not practical or prudent to meet in person because of a health pandemic or an emergency declared under Minn. Stat. Ch. 12;
2. all members of the body participating in the meeting, wherever their physical location, can hear one another and hear all testimony and discussion;
3. members of the public presents at the regular meeting location can hear all discussion, testimony, and votes of the public body, unless attendance at the meeting is not feasible due to health pandemic or emergency declaration;
4. at least one member of the body, chief legal counsel, or chief administrative officer is present at the regular meeting location, unless unfeasible due to health pandemic or emergency declaration; and
5. all votes of the body are conducted by roll call so each member's vote can be identified and recorded.

WHEREAS, IF the Harris Township Chairperson finds it is not practical or prudent to hold Township Board meetings in person because of pandemic and public health emergency.

WHEREAS, IF the Harris Township Board finds that public attendance at a meeting is not feasible due to health pandemic and public health emergency and the Township Board will not have any supervisors present at the regular meeting location.

Now Therefore, Be It Resolved, that the Town Board of Harris Township, Itasca County, Minnesota, will conduct meetings through teleconferencing so long as a health pandemic exists or an emergency is declared under Minn. Stat. Ch. 12.

		Yes	No	Other
Supervisor	_____	____	_____	_____
Supervisor	_____	____	_____	_____
Supervisor	_____	____	_____	_____
Supervisor	_____	____	_____	_____
Supervisor	_____	____	_____	_____

Adopted this _____ day of _____, 20____.

BY THE BOARD

_____
Town Chair

Attested by: _____
Town Supervisor

NEWS DETAIL

Back to Home (https://mntownships.org/)

MAT Staff March 20, 2020

COVID-19 (Coronavirus) and Operating the Township

Townships can expect to be impacted by the COVID-19 virus and the efforts now underway to slow the spread of the illness. This article addresses how townships may hold board meetings during the public health emergency, planning for operations during the emergency, protections for employees subject to quarantine, and additional information on COVID-19.

On March 13, 2020, Governor Tim Walz declared a public health emergency related to the COVID-19 infectious disease and directed the Minnesota Department of Health to issue guidance on how to prevent and manage the spread of COVID-19. The latest information from MDH can be found here: https://www.health.state.mn.us/diseases/coronavirus/index.html (https://www.health.state.mn.us/diseases/coronavirus/index.html) . Recommendations from MDH are changing daily, so please check this site frequently.

As of March 20, the MDH guidelines allow meetings with limited attendance and social distancing of at least 6 feet between individuals. While in-person meetings are possible under these guidelines, townships may be more cautious and use the video or telephone meetings described below to eliminate the need for in-person meetings. Townships are encouraged to adopt these measures, if possible.

Townships should follow the MDH guidelines and coordinate with their county's emergency response officials for other local resources and restrictions.

Board Meetings: Townships may continue to hold regular board meetings within the framework provided in MDH's guidelines, above. However, township boards may limit board meetings as desired, and may implement either videoconferencing or teleconferencing as allowed by the Open Meeting Law to hold their meetings. Notice of meetings by video-conference or teleconference should be posted usual. Townships using either method should ensure they take excellent minutes of their proceedings and may consider audio recording these meetings. If possible, the township should allow members of the public to join the video or teleconference.

Reduce Room Minnesota Association Townships (https://mntownships.org/) nships may implement room capacity limits to comply with the social distancing recommendation that people maintain 6 feet of distance from others. Just as a room capacity for fire protection may be observed and imposed, a reduced room capacity may be imposed to maintain the recommended social distance.

Public Hearings: Townships should work with their township attorney if any public hearing is required. Because the Board must hear from the public at a public hearing, the Board may need to make special arrangements to accommodate all comments.

Video Conferencing: Townships may use video conferencing for any meeting under the circumstances described in Minn. Stat. § 13D.02. The circumstances include:

1. All members of the township board participating in the meeting can see and hear each other and all discussion and testimony from others participating in the meeting;
2. The public attending at the regular meeting location can see and hear all members of the body;
3. At least one member of the board is present at the regular meeting location;
4. Each location at which a member is present is accessible by the public.

Often, the most difficult aspect of videoconferencing is getting the technology to work well and to project the video and audio to the public, if there is an audience at the meeting. Townships that do not typically have an audience attend their meetings may find this method effective to hold meetings without physical interaction among board members.

While there are many reputable videoconferencing services, MAT staff has successfully used or heard positive things about the following services:

- Zoom: https://zoom.us/ (https://zoom.us/) . Offers at least one free videoconferencing plan with some limits on the number of participants and meeting length. Other low-cost plans are available with fewer restrictions.
- 8×8: https://www.8×8.com/products/video-conferencing (https://www.8x8.com/products/video-conferencing) . Offers free and low-cost video and teleconferencing options.
- Google Hangouts: https://gsuite.google.com/products/meet/ (https://gsuite.google.com/products/meet/) . Offers free video chat for up to 150 people.

Teleconferencing: The town board may hold a meeting by teleconference if there is a public health pandemic or emergency declared under Minnesota Statutes chapter 12. Minn. Stat. §13D.021 allows telephone meetings if:

1. The township chairperson decides an in-person meeting or interactive television meeting is not practical or prudent because of a health pandemic or an emergency declared under Minnesota Statutes chapter 12;
2. All township board members participating in the meeting can hear all other participants;
3. All members of the public at the regular meeting location can hear all discussion and testimony and votes of the town board's members, unless attendance at the meeting is not feasible because of health pandemic or emergency declaration;
4. At least one member of the town board is physically present at the regular meeting location, unless unfeasible because of health pandemic or emergency; and
5. All votes are conducted by roll call so each member's vote can be identified and recorded.

COVID-19 has been labeled a pandemic illness by the Centers for Disease Control (CDC) and the Governor has declared a public health emergency under Minnesota Statutes Chapter 12. As such, township boards may choose to use teleconferencing for their meetings during the public health emergency.

A sample resolution enacting teleconference meetings during this can be found at https://mntownships.org/information-library/ (https://mntownships.org/download/5517/) or as document number ES2000 in the information library.

Employees & Quarantine: Township employees showing signs of illness should stay home to avoid passing COVID-19 to anyone else. The township may not discharge, discipline, threaten, or penalize any employee, or discriminated in the work conditions of the employee because the employee has been in quarantine or has been responsible for the care of a person in quarantine. Minn. Stat. § 144.4196 (tel:144.4196).

Townships may require employees to use any available sick or paid time off during their time of illness or quarantine. The township is not required to pay employees who are unavailable to work and have exhausted their paid leave. However, the town board may choose to offer additional paid leave or other accommodation to those employees. MDH has encouraged employers to be generous, understanding, and flexible in allowing employees to remain home for illness and to care for those who are ill.

Delegate Duties and Authorities: To accommodate fewer meetings and possibly absent supervisors, town boards should: (1) identify the essential operations that must continue each month; (2) delegate authorities and boundaries to individual supervisors, officers, or employees to manage those operations between meetings; (3) to the extent possible, provide individual spending authority to managers up to a certain limit for expenses that cannot wait for a board meeting; (4) establish procedures and permissions for officers and employees to work remotely; (5) consider any extended leave policies and reasonable accommodations that may be needed as employees become ill, are quarantined, or must care for other individuals; and (6) prepare for backup services to be provided by other employees, officers, neighboring townships or governments, or secondary contractors.

Signatures on Checks: Townships may arrange for checks to be signed or send by only one officer if certain processes and protections are followed. Minn. Stat. 367.18 says that claims audited and approved by the town board, and countersigned by the clerk, become a check on the township's account once signed by the treasurer. Based on this statute, townships usually require the signatures of the chairperson, clerk, and

treasurer for a check to be valid. This statute describes one method by which a township check or payment can be issued but it is not the only method of paying claims.

One option is to use electronic funds transfers (EFT), which is allowed by Minn. Stat. 471.38. An EFT does not have three signatures on the check, and instead relies on the town board approving a claim, the chairperson, clerk, and treasurer signing or indicating their approval on the claim form or in the township board minutes. Additional guidance on the use of EFT can be found here: https://www.auditor.state.mn.us/default.aspx?page=20090724.031 (https://www.auditor.state.mn.us/default.aspx?page=20090724.031) .

A second option is for townships to arrange for their checks to be signed by only one officer if: (1) the township board has audited and approved the claim; (2) the clerk has indicated his or her approval that the board took the action indicated; (3) the treasurer indicates there is money available in the township's account to pay the claims; (4) the board has delegated the authority to issue the check; and (5) each of these elements are document in the township board minutes.

Last, townships should remember that payroll can be processed without a board meeting based on the authority described in Minn. Stat. 471.38, subd. 2, if the employees' rates of pay have been set in advance.

Closure of Some Township Amenities: Pursuant the Governor's Executive Orders in place right now, township recreational facilities, senior and youth centers, performance centers, fitness centers, or other recreational facilities are to be closed to the public. The Township Hall or administrative offices may be open to the public to maintain services provided by the township, but MDH's guidelines should be observed as township's continue to serve the community.

More Information: Some useful links and information can be found at the following websites:

Centers for Disease Control & Prevention: https://www.cdc.gov/coronavirus/2019-ncov/index.html (https://www.cdc.gov/coronavirus/2019-ncov/index.html)

CDC's Facts About COVID-19: https://www.cdc.gov/coronavirus/2019-ncov/about/share-facts.html (https://www.cdc.gov/coronavirus/2019-ncov/about/share-facts.html)

Minnesota Department of Health COVID-19 Guidance: https://www.health.state.mn.us/diseases/coronavirus/index.html (https://www.health.state.mn.us/diseases/coronavirus/index.html)

Share This:

(http://www.facebook.com/sharer.php?u=https://mntownships.org/news/covid-19-coronavirus-and-operating-the-township/)

Call for Town Hall Photos

If you would like to have your town hall featured on the MAT website, please submit a photo to the MAT office, PO Box 267, St. Michael, MN 55376 or (mailto:ssaloum@mntownships.org) it to MAT.

(mn-town-hall-photos)

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Contact Us (https://mntownships.org/contact-us/)

Home (https://mntownships.org/)

Information Library (https://mntownships.org/information-library/)

Insurance (https://mntownships.org/matit-self-insurance/)

Legislative (https://mntownships.org/legislative-updates/)

Resource Links

MAT Contact Information

(800) 228-0296 (tel:18002280296)

info@mntownships.org
(mailto:info@mntownships.org)
FAX: (763) 497-3361

(https://mntownships.org/links/)

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Website Design Developed By AE2S Communications (https://ae2scommunications.com)

From: Dale Anderson danderson@ci.grand-rapids.mn.us
Subject: RE: Fireworks
Date: Jan 30, 2020 at 1:31:36 PM
To: Harris Township supervisorchtp@gmail.com

F1

Peggy,

The City of Grand Rapids would like to thank you for your past support of our 4th of July Fireworks Show. We received an incredible amount of compliments on last year's show, which prompted us to hire the same company to perform the display again this year. Last year you graciously donated $4,125.00 towards the event. With no increase in cost, would Harris Township consider the same donation again this year? Feel free to contact me with any questions or concerns. I look forward to your reply.

Best regards,

Dale Anderson
Director of Parks & Recreation
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN, 55744-2662
Office: 218-326-2500
Mobile: 218-259-4485

From: Harris Township <supervisorchtp@gmail.com>
Sent: Wednesday, January 29, 2020 7:26 PM
To: Dale Anderson <danderson@ci.grand-rapids.mn.us>
Subject: Re: Fireworks

Hi Dale, can you give me information on fireworks for 2020? I don't recall seeing an email sent to either myself, or our clerk email.

Please advise....thanks, Peggy

Sent from my iPad

On Jul 24, 2019, at 11:27 AM, Dale Anderson <danderson@ci.grand-rapids.mn.us> wrote:

Peggy,

Please share the attached Memo with your Board…I've also mailed a copy.

F2

ITASCA COUNTY AGRICULTURAL ASSOCIATION
Board of Directors
1336 Fairgrounds Road
Grand Rapids, MN 55744

TO: Residents of Harris Township

Last Year's Donation: $ 1000

RE: Donation of funds to the Itasca Cty. Agricultural Association is permitted under MN Statute 38.12

With the start of a new year, we at the Itasca County Agricultural Association Fair Board are beginning to plan for the 128th annual Itasca County Fair which will be held August 19-23, 2020. As a part of this process, we are planning several improvement projects around the Fairgrounds. Some of the projects we are looking forward to this year include the building of a retaining wall in the food booth area, replacing the floor in the DAV/VFW Bingo building, and painting of the restroom facilities across from the Trailhead Building.

The Fair Board is looking for your support to complete some of this year's projects. We understand that finances can be difficult for townships, especially in our rural area. We would appreciate any monetary amount that you feel you could contribute. In the past, we have received contributions in amounts varying from $50 to $1,000. Looking back at 2019, the Fairgrounds saw the installation of wash racks near the horse barns, addition of a water spigot in the campground, and refurbishing of the announcer's stand near the horse arena. These improvements were made possible in part by the contributions of townships and organizations.

The funds raised during the fair are used for year round operational expenses. This includes grounds upkeep, insurance costs, advertising to increase grounds usage, enhancing visitor experiences, and other financial obligations. Additional expenses specific to the Fair include the costs of judges, ribbons, educational programs, and the premiums paid to open class competitors and 4H participants.

I would appreciate the opportunity to hear from you in order to answer any questions you may have regarding these projects or the Itasca County Fair. I'd also like to invite you as residents of Harris Township and Itasca County, to provide comments and feedback, either positive or negative, in order to help us continue to improve the experience of visitors to the Fairgrounds. Also remember that you are welcome to attend any of the public meetings of the Itasca County Agricultural Association Fair Board to offer suggestions or express concerns. Those meetings are held on the first Wednesday of each month at the Trailhead Building at the fairgrounds.

Respectfully,

Marge Kelley

Marge Kelley, Vice President
Itasca County Fair Board
218-259-2884 Icfair1336@gmail.com

RECEIVED
1/31/2020

ITASCA COUNTY
HISTORICAL SOCIETY

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

F3

January 25, 2020

Board of Directors:

Representing all Five Commission Districts

President
Bruce Aiton

Vice-President
Andy Nintzel

Treasurer
Sue Kujala

Secretary
Richard Lacher

Directors
Barb Adams
Randy Bragonier
Jean Harkins
Jim Uzelac
Leona Litchke
Roberta Truempler
Wesley Sisson

To: Township Supervisors, Officers and Residents

Regarding: Township donation to the Itasca County Historical Society (ICHS)

In 1895 Iron Range and Trout Lake Townships organized and both will be celebrating their Quasquicentennial (125th) this year. History is founded primarily on sources maintained and preserved at the local level. We hope that each of these townships will tell their story this year!

The Itasca Veterans Project was graciously supported by numerous townships both by collecting information and financially. If you haven't been in to see this exhibit, we are open daily 9 to 5 and Saturday 10 to 4 and admission is always free.

We are again asking the townships of Itasca County to put in their budgets up to $1.00 per person for the Itasca County Historical Society. Our genealogy and history is emphatically our story, and we need your assistance in order to make preservation of the past a truly collective endeavor.

While it is important to preserve history, it is equally important that it be disseminated to the public. We work hard to meet our mission of connecting people to the history of Itasca County. Stop in some time and see, hear, and investigate your history with us.

Sincerely yours,

Lilah J. Crowe

Lilah J. Crowe

P.S. Township officers and volunteers are welcome to come in and use the ICHS research center computers to do trainings that MAT offers online. We have 12 computers available and people to assist for online training.

An understanding of the past is essential to a coherent view of the world. A society that has forgotten its past is no different than a man with amnesia; history is our collective memory.

Itasca County Historical Society
would like to THANK these
2019 Township Contributors

ARBO

BALSAM

BEARVILLE

BIGFORK

BLACKBERRY

BOWSTRING

CARPENTER

DEER RIVER

FEELEY

GRATTAN

HARRIS

KINGHURST

LAWRENCE

LONE PINE

MORSE

NASHWAUK

SAGO

SPLITHAND

WABANA

WAWINA

WILDWOOD

WIRT

We appreciate and thank you again
for your support!

ITASCA COUNTY	2010 POPULATION CENSUS
TOWNSHIP	POPULATION
Alvwood	42
Arbo	867
Ardenhurst	164
Balsam	550
Bearville	205
Bigfork	321
Blackberry	880
Bowstring	230
Carpenter	179
Deer River	704
Feeley	306
Good Hope	99
Goodland	466
Grattan	44
Greenway	1939
Harris	3253
Iron Range	649
Kinghurst	106
Lake Jessie	303
Lawrence	438
Liberty	62
Lone Pine	410
Marcell	467
Max	142
Moose Park	68
Morse	615
Nashwauk	1681
Nore	57
Oteneagen	310
Pomroy	39
Sago	176
Sand Lake	146
Spang	264
Splithand	250
Squaw Lake	107
Stokes	230
Third River	50
Trout Lake	1087
Wabana	537
Wawina	77
Wildwood	193
Wirt	105

138.051 COUNTY HISTORICAL SOCIETIES.

The county board of any county, or the governing body of any municipal corporation, school district or public library therein, is hereby authorized and empowered to set apart and furnish a suitable room or space in the courthouse of the county, or in any of its municipal, school or library buildings, as the case may be, for the purposes and use of the historical society of such county, and to furnish light and heat therefor, or the county board may in its discretion construct or otherwise provide and furnish other suitable housing in the county for such purposes and use.

History:

(5670-11) 1929 c 324 s 1; 1957 c 394 s 1
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138.052 TAX LEVY.

The county board of any county is authorized and empowered to appropriate, out of the revenue fund of such county or out of the proceeds from a special tax levy upon all the taxable property in the county, such sum as it may deem advisable, to be paid to the historical society of such county, to be used for the promotion of historical work within the borders thereof, and for the collection, preservation and publication of historical material, and to disseminate historical information of the county, and in general to defray the expense of carrying on the historical work in such county; provided that no county board is authorized to appropriate any funds for the benefit of any county historical society unless such society shall be affiliated with and approved by the Minnesota Historical Society.

History:

1957 c 394 s 2
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138.053 COUNTY HISTORICAL SOCIETY; TAX LEVY; CITIES OR TOWNS.

The governing body of any home rule charter or statutory city or town may annually appropriate from its general fund an amount not to exceed 0.02418 percent of estimated market value, derived from ad valorem taxes on property or other revenues, to be paid to the historical society of its respective county to be used for the promotion of historical work and to aid in defraying the expenses of carrying on the historical work in the county. No city or town may appropriate any funds for the benefit of any historical society unless the society is affiliated with and approved by the Minnesota Historical Society.

History:

1963 c 129 s 1; 1973 c 123 art 5 s 7; 1973 c 773 s 1; 1983 c 315 s 1; 1988 c 719 art 5 s 84; 1989 c 277 art 4 s 11; 1994 c 505 art 3 s 4; 2008 c 158 s 1; 2013 c 143 art 14 s 16
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CONTRACT FOR HEALTH, SOCIAL, OR RECREATIONAL SERVICES

Minn. Stat. § 365.10, subd. 14

WHEREAS, Harris Township, Itasca County, Minnesota (hereinafter "Town") is authorized under Minn. Stat. § 365.10, subd. 14 to contract with nonprofit organizations for up to $10,000 a year for health, social, and recreational services if authorized by the town electors and the Town Board considers the services to be in the public interest and good for the town;

WHEREAS, Itasca County Historical Society (hereinafter "Organization") is a nonprofit organization that has the capability to provide health, social, or recreational services to those within Town;

WHEREAS, at the annual Town meeting held on March 10, 2020, the Town electors voted to authorize Town to expend up to $3,253.00 to contract for services from the Organization;

WHEREAS, the amount authorized to be expended on the contract with Organization does not cause Town to exceed the $10,000 cumulative limit that can be expended under Minn. Stat. § 365.10, subd. 14 in a year; and

WHEREAS, the Town Board of Supervisors considers the services delivered by Organization to be in the public interest and good for Town;

NOW, THEREFORE, in consideration of the mutual promises made herein and for other valuable consideration the receipt of which is hereby acknowledged, Town and Organization agree as follows:

1. **Services Provided.** Organization agrees to provide or make available the following services to those living within Town: Facilities for Research & Documentation of Historical & Genealogical information, photos and artifacts about and within Itasca County.

2. **Term.** This Agreement shall be in effect for one year from the date of execution indicated below unless a different term is set forth here:

3. **Cost.** Town agrees to pay Organization a lump sum total of $ 3,253.00 for the services it is to provide under this Agreement.

4. **Indemnification, Hold Harmless, and Defend.** Any and all claims that arise or may arise against Organization, it agents, servants, or employees as a consequence of any act or omission on the part of the Organization or its agents, servants, or employees while engaged in the performance of the Agreement shall in no way be the obligation or responsibility of Town. Organization shall indemnify, hold harmless, and defend Town, its officers, agents, and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney fees which Town, its officers, agents, or employees may hereafter sustain,

incur, or be required to pay, arising out of or by reason of any act or omission of Organization, its agents, servants or employee, in the execution, performance, or failure to adequately perform Organization's obligations pursuant to this Agreement. Nothing in this Agreement shall constitute a waiver by Town of any statutory limits or immunities from liability.

5. **Independent Contractor**. Organization acknowledges and agrees that it is an independent contractor and that nothing herein shall be construed to create the relationship of employer and employee between Town and Organization or of any obligations or commitments beyond the terms of this Agreement.

6. **Modification & Termination**. Any alterations, variations, modifications, or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing, and signed by Town and Organization. Town may terminate this Agreement, with or without cause, upon 30 days written notice.

7. **Legal Compliance**. Organization shall abide by all federal, state, or local laws, statutes, ordinances, rules, and regulations now in effect or hereinafter adopted pertaining to this Agreement or to the facilities, programs, and staff for which Organization is responsible. Organization shall procure, at Organization's expense, all permits, licenses, or other rights required for the provision of the services contemplated by this Agreement.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement on the _____ day of _____, 20____.

Town

_____ Township

By: _____
Signature of Chairperson

Date: _____

Attest: _____
Town Clerk

Organization

By: Lilah Crowe Executive Director
Print Name and Title

_____
Signature

Date: _____

F4

First Call
INFORMATION AND REFERRAL
CALL 2-1-1 / 218-326-8565 / 1-800-442-8565

January 21, 2020

Harris Township
c/o City Clerk
20876 Wendigo Park Rd.
Grand Rapids, MN 55744

Dear Harris Township:

My name is Cre Larson and I am the Executive Director of First Call for Help /2-1-1 which is the designated Information and Referral Center for your entire community/county. We have found that **urgent needs and/or crisis does not just occur Monday-Friday 8:00 to 4:30** so we are available 24 hours a day, 7 days a week to help connect each of the residents of your township to resources that meet their needs. We have a data base of 14,000 resources that residents may access that range from where a local AA meeting is, where the closest animal shelter is located, what services are available to keep elders in their home and avoid nursing facilities, how do I access local transportation, where do I apply for heat assistance, where is the closest food shelf, where do I go for free tax services, etc.

In 2019 we served 12,598 callers through our 2-1-1 HUB. We registered 7,268 calls and 5,748 referrals provided for your area (Data collected by Zip Code 55744), which includes your township in 2019. We **DO NOT** have, nor have we ever had, any eligibility requirements for our callers! Every call important to us and is answered quickly with live staff on the phone to meet your needs.

First Call does not receive any state or federal funding so your local support is vital to us! Our operating funds come directly from Granting foundations like Blandin, county support, support from local Cities, Townships, and private donations. Donations account for 20% of our overall budget.

Last year individual "townships" financial support ranged from $100.00 to $500.00 and we are looking forward to partnering with you in 2020.

If you have any questions or would like to schedule a presentation, please feel free to call me at 326-8565 (or 1-800-442-8565).

Thank you in advance for your consideration
Sincerely,

Cre Larson

Cre Larson
Executive Director

CONTRACT FOR HEALTH, SOCIAL, OR RECREATIONAL SERVICES

Minn. Stat. 365.10, subd. 14

WHEREAS, HARRIS Township, Itasca County, Minnesota (hereinafter "Town") is authorized under Minn. Stat. 365.10, subd. 14 to contract with nonprofit organizations for up to $10,000 a year for health, social, and recreational services if authorized by the town electors and the Town Board considers the services to be in the public interest and good for the town;

WHEREAS, The Support Within Reach (hereinafter "Organization") is a nonprofit organization that has the capability to provide health, social, or recreational services to those within Town;

WHEREAS, at the annual Town meeting held on _____, the Town electors voted to authorize Town to expend up to _____ to contract for services from the Organization;

WHEREAS, the amount authorized to be expended on the contract with Organization does not cause Town to exceed the $10,000 cumulative limit that can be expended under Minn. Stat. 365.10, subd. 14 in a year; and

WHEREAS, the Town Board of Supervisors considers the services delivered by Organization to be in the public interest and good for Town;

NOW, THEREFORE, in consideration of the mutual promise made herein and for other valuable consideration the receipt of which is hereby acknowledged, Town and Organization agree as follows:

1. **Services Provided.** Organization agrees to provide or make available the following services to those living within Town:

   Support Within Reach provides sexual violence support services and prevention education programming. The mission is to reduce the impact and harm of sexual violence on the individuals and families in the community.

2. **Term.** This agreement shall be in effect for one year from the date of execution indicated below unless a different term is set forth here:

3. **Cost.** Town agrees to pay Organization a lump sum total of $_____ for the services it is to provide under this Agreement.

4. **Indemnification.** Hold Harmless, and Defend. Any and all claims that arise or may arise against Organization, its agents, servants, or employees as a consequence of any act or omission on the part of the Organization or its agents, servants, or employees while engaged in the performance of the Agreement shall in no way be the obligation or responsibility of Town. Organization shall indemnify, hold harmless, and defend Town, its officers, agents, and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney fees which Town, its officers, agents, or employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or omission of Organization, its agents, servants or employee, in the execution, performance, or failure to adequately perform Organization's obligations pursuant to this Agreement. Nothing in this Agreement shall constitute a waiver by Town of any statutory limits or immunities from liability.

5. **Independent Contractor.** Organization acknowledges and agrees that it is an independent contractor and that nothing herein shall be construed to create the relationship of employer and employee between Town and Organization or of any obligations or commitments beyond the terms of this Agreement.

6. **Modification & Termination.** Any alterations, variations, modifications, or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing, and

signed by Town and Organization. Town may terminate this Agreement, with or without cause, upon 30 days written notice.

7. **Legal Compliance.** Organization shall abide by all federal, state, or local laws, statutes, ordinances, rules, and regulations now in effect or hereinafter adopted pertaining to this Agreement or to the facilities, programs, and staff for which Organization is responsible. Organization shall procure, at Organizations expense, all permits, licenses, or other rights required for the provision of the services contemplated by this Agreement.

IN WITNESS WHEREOF, the parties hereto have duly executed the Agreement on the _____ day of _____, 2020.

Town

_____ Township

By: _____
Signature of Chairperson

Date: _____

Attest: _____
Town Clerk

Organization

By: _____
(Print Name and Title)

_____
Signature

Date: 01/27/2020

Please return completed contract to:
Caroline Larson, Executive Director
Support Within Reach
1510 Bemidji Ave. N. Ste. 13
Bemidji, MN 56601

SUPPORT within Reach
Sexual Violence Resource Center

Offices located in Aitkin, Bagley, Bemidji,
Grand Rapids, Park Rapids, and Walker.

F5

9 Willow LN
Grand Rapids, MN 55744
218-326-5008
1-866-747-5008

www.supportwithinreach.org

January 27, 2020

RECEIVED
2/19/2020

Dear Township Clerk,

I am writing to you today to ask for your township's assistance to provide sexual violence support services and prevention education programming in Itasca County. Support Within Reach (SWR) is a private, non-profit sexual violence resource organization founded in 1977 to serve the distinct needs of sexual violence victims. Our mission is to reduce the impact and harm of sexual violence in the communities we serve. We have two offices in Itasca County – our primary office located in Grand Rapids and an office located on the campus of Itasca Community College. Staff and volunteers can be reached 24 hours a day, free, and confidentially 365 days a year.

I would like to share with you the impact that SWR made in Itasca County last year alone.

- During 2019, SWR had a total of 721 contacts related to sexual violence in Itasca County, 113 of these were new client contacts and 608 were ongoing client contacts.
- These clients received a total of 4,552 service types such as our 24-hour crisis line, basic one-to-one peer counseling, follow-up support, filing of protective orders, information/referral, medical advocacy, law enforcement advocacy, prosecution advocacy, and support groups.
- SWR provides all of these confidential services *free of charge* to women, children, and men of all ages who have been affected by sexual violence.
- During 2019, SWR also provided 174 prevention education presentations in Itasca County to over 2,462 participants.

Please help Support Within Reach to continue to provide for our community's needs. Enclosed you will find a copy of Minnesota Statute 365.10, Subd. 14, governing the option of township boards to contract for Health, Social, or Recreational services that are in the public interest of township residents, along with a Minnesota Township contract for such services. Should your township vote to designate funds to Support Within Reach, simply fill in the pre-signed contract and mail SWR a copy.

If you are interested in having a Support Within Reach staff person attend a township meeting in order to briefly share more information about our organization, we would be happy to arrange that. I welcome any questions you may have and appreciate your support.

Sincerely yours,

Caroline Larson
Executive Director
Enclosures

CONTRACT FOR HEALTH, SOCIAL, OR RECREATIONAL SERVICES

Minn. Stat. § 365.10 subd. 14

WHEREAS, HARRIS Township, ITASCA County, Minnesota (hereinafter "Town") is authorized under Minn. Stat. § 365.10, subd. 14 to contract with nonprofit organizations for up to $10,000 a year for health, social, and recreation services if authorized by the town electors and the Town Board considers the services to be in the public interest and good for the town;

WHEREAS, _____ (hereinafter "Organization") is a nonprofit organization that has the capability to provide health, social, or recreational services to those within Town;

WHEREAS, at the annual Town meeting held on March 10, 2020, the Town electors voted to authorize Town to expend up to $1,000.00 to contract for services from the Organization;

WHEREAS, The amount authorized to be expended on the contract with Organization does not cause Town to exceed the $10,000 cumulative limit that can be expended under Minn. Stat. §365.10, subd. 14 in a year; and

WHEREAS, the Town Board fo Supervisors considers the services delivered by Organization to be in the public interest and good for Town;

NOW, THEREFORE, in consideration of the mutual promises made herein and for other valuable consideration the receipt of which is hereby acknowledged, Town and Organization agree as follow:

1. **Services Provided.** Organization agrees to provide or make available the following services to those living within Town:

To provide free, confidential and nonjudgmental crisis intervention, active listening, and information and referral services 24 hours a day, 365 days a year, to the residents and agencies within your Township area.

2. **Term.** This Agreement shall be in effect for one year from the date of execution indicated below unless a different term is set forth here:
3. **Cost.** Town agrees to pay Organization a lump sum total of $1,000.00 for the services it is to provide under this Agreement.
4. **Indemnification, Hold Harmless, and Defend.** Any and all claims that arise or may arise against Organization, it agents, servants, or its agents, servants, or employees while engaged in the performance of the Agreement shall in no way be the obligation or responsibility of Town. Organization shall indemnify, hold harmless, and defend Town, its officers, agents, and employees against any and all liability, loss, costs, damages,

expenses, claims or actions, including attorney fees which Town, its officers, agents, or employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or omission of Organization, its agents, servants or employee, in the execution, performance, or failure to adequately perform Organization's obligations pursuant to this Agreement. Nothing in this Agreement shall constitute a waiver by Town of any statutory limits or immunities from liability.

5. **Independent Contractor.** Organization acknowledges and agrees that it is an independent contractor and that nothing herein shall be construed to create the relationship of employer and employee between Town and Organization or of any obligations or commitments beyond the terms of this Agreement.
6. **Modifications & Termination.** Any alterations, variations, modifications, or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing, and signed by Town and Organization. Town may terminate this Agreement, with or without cause, upon 30 days written notice.
7. **Legal Compliance.** Organization shall abide by all federal, state, or local laws, statutes, ordinances, rules, and regulations now in effect ro hereinafter adopted partatining to this Agreement or to the facilities, programs, and staff for which Organization is responsible. Organization shall procure, at Organization's expense, all permits, licenses, or other rights required for the provision for the services contemplated by this Agreement. IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement on the

_____day of_____, 20_____.

Township Information

_____ Township

By:_____
Signature of Chairperson

Date:_____

Attest:_____
(Town Clerk)

Organization Information:

By:_____
Print Name and Title

_____
Signature

Date:_____

Office of the Revisor of Statutes

2019 Minnesota Statutes

Authenticate PDF

365.10 ANNUAL TOWN MEETING; POWERS OF ELECTORS.

Subdivision 1. **Powers listed here.** The electors of a town, at their annual town meeting, may do what is in this section.

Subd. 1a. **Pounds, poundmasters.** The electors may (1) decide the locations of pounds, (2) set the number of poundmasters, and (3) discontinue a pound.

Subd. 2. [Repealed, 1999 c 132 s 46]

Subd. 3. **Animals at large.** The electors may make orders and bylaws on restraining horses, cattle, sheep, swine, and other domestic animals from going at large on roads. They may also make orders and bylaws on the impounding of domestic animals going at large and fix penalties for violations of the orders and bylaws.

Subd. 4. **Roads, bridges, other expenses.** The electors may vote money to repair and build roads and bridges. They may also vote as much money as they consider expedient for the good of the town for other town expenses, including the building and maintenance of docks and breakwaters.

Subd. 5. **Adjoining town's roads.** The electors may direct that a certain amount of the road tax be spent on the roads of an adjoining town. The spending must be for the good of the town and under the control of the town board.

Subd. 6. **Build town building.** The electors may let the town board buy or build a town hall or other building for the use of the town. The electors must decide the amount of money to be raised for that purpose. Once the town gets a site for a town hall the site must not be changed for another site, except by a vote choosing a new site. To get a new site two-thirds of those voting on the question must vote for it.

Subd. 7. **Buy town cemetery.** The electors may let the town board vote to buy grounds for a town cemetery. The electors may limit the price to be paid for the cemetery and may vote a tax to pay for it.

Subd. 8. **Buy, beautify park.** The electors may let the town board, by itself or with other towns, buy grounds for a public park and may limit the price to be paid for the grounds. The electors may let the town, alone or with the other towns, care for, improve, and beautify the parks. The electors may vote a tax to pay for what they allow under this subdivision.

Subd. 9. **Community halls.** The electors may vote money to help build community halls. The community halls may be built by farm bureaus, farmers clubs, or other like organizations.

Subd. 10. **Tax for dump.** The electors may vote a tax to buy and maintain a public dump.

Subd. 11. **Abandoned town roads.** The electors may let the town board, by resolution, determine whether to open or maintain town roads or town cartways under the jurisdiction of the town board upon which no maintenance or construction has been conducted for 25 years or more. For purposes of this subdivision, section 163.16 does not apply to town roads described in this subdivision. This subdivision does not limit the right of town voters or land owners to petition to establish a cartway under section 164.08.

Subd. 12. **Fund town celebration, recognition of service.** The electors may set an amount of money and let the town board spend it to commemorate an event of historical significance to the town, to recognize volunteers, service efforts, and retiring town officers, or to host or support a community celebration.

Subd. 13. **Control dogs, cats.** The electors may let the town board pass an ordinance for licensing dogs and cats and regulating their presence, keeping, and running at large in the town.

Subd. 14. **Health, social, recreational services.** The electors may let the town board contract with nonprofit organizations for not more than $10,000 per year of health, social, and recreational services. To do so, the town board must consider the services to be in the public interest and good for the town.

Subd. 15. **Refuse, household waste.** The electors may let the town board find a way to collect and get rid of household waste and other refuse. The way must be consistent with other law.

Subd. 16. **Cemetery perpetual care.** The electors may let the town board set up a perpetual care program to administer and maintain a cemetery in the town. The town board must first decide that it has enough money available from burial plot sales, gifts, and private assistance to administer and maintain the cemetery. Cemetery administration may include the sale of burial plots and the supervision of burials. The town may accept gifts of money and other help from individuals to set up the perpetual care program.

Subd. 17. **Other activities.** (a) To grant the town board authority to provide for a specific activity that is within any of the following categories:

(1) the government and good order of the town,

(2) the suppression of vice and immorality,

(3) the prevention of crime,

(4) the protection of public and private property,

(5) the benefit of residence, trade, and commerce,

(6) the promotion of health, safety, order, and convenience, and

(7) the general welfare.

(b) Authority under this subdivision may be exercised by ordinances that the board deems expedient and that are consistent with the Constitution and laws of the United States and this state.

Subd. 18. **Capital reserve fund.** The electors may authorize creation of a capital reserve fund and designate its use for any lawful purpose.

History: *(1002) RL s 625; 1909 c 350 s 1; 1913 c 14 s 1; 1921 c 246 s 1; 1925 c 158 s 1; 1953 c 70 s 1; 1967 c 95 s 1; 1978 c 497 s 1; 1981 c 77 s 2; 1984 c 536 s 1; 1984 c 562 s 12; 1985 c 169 s 7; 1986 c 327 s 1; 1986 c 333 s 1; 1987 c 90 s 1; 1987 c 229 art 8 s 1; 1999 c 113 s 1; 2001 c 11 s 1; 2008 c 166 s 1,2*

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13A.

Harris Township
Pay Request

Name: Derrick Marttila
Address: 37147 Woodland Dr.
Cohasset MN, 55721

	General	Equipment	Road/Bridge	Cemetery	Recreation	Buildings/Grounds	TOTAL
Date	100	200	300	400	500	600	
19-Mar	1	1	2.5	0.5		3	8
20-Mar	2	3	1.5	0.5		1	8
							0
							0
							0
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							0
							0
							0
							0
							0

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.

Derrick Marttila   3/20/20
Signature   Date

Approved: Ken Haubrich Date: 3/20/20

Payment Request
Harris Township
Itasca County

Name: Becky Adams
Address: 20608 Crystal Spr Loop
Grand Rapids, MN

Date	Description	# Hours	Rate	Amount
3/10/2020	Annual Meeting (Treasurer required to be present)	fixed rate	$ 60.00	$ 60.00
3/11/2020	Regular Board Meeting	fixed rate	$ 60.00	$ 60.00
	Regular Meeting	fixed rate	$ 60.00	
Additional Work:				
3/4/2020	Matching accounts between CTAS and Excel - object codes	2	$ 18.70	$ 37.40
3/5/2020	Audit info training and handoff of all materials to Nancy	0.5	$ 18.70	$ 9.35
3/11/2020	Training before and after regular meeting	1.5	$ 18.70	$ 28.05
3/19/2020	Matching accounts between CTAS and Excel - accounts, object codes, fund accounts	2.5	$ 19.70	$ 49.25
	Total hours	**6.5**		
			Total	**$ 244.05**
			pera	
			fica	
			medi	
			fed	
			state	
Reimbursements:			Net pay	
	Other Expenses			
	Total reimbursements requested:	$ -		

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.

Becky Adams
Signature

3/20/2020
Date

Payment Request

Caretaker

Harris Township
Itasca County

Name: Bryanna Vetsch
Address: 19153 Cardinal Dr.
55744

March 7, 2020- March 20, 2020

Date	Description	# Hours	Rate	Amount
Texts, calls				
3/8/20	Call from renter re: vacuum	0.25		$3.25
3/8/20	Text with Peggy re water heater install	0.25		$3.25
3/9/20	Call to 02/15 re pick up deposit	0.25	$13.00	$3.25
3/9/20	Talk with Ken re Vintage Car Club/ floors	0.25		$3.25
3/9/20	Call 02/22 pick up deposit	0.25	$13.00	$3.25
3/9/20	Text W/Peggy re Annual Meeting	0.25		$3.25
3/9/20	Text to Ken/Peggy re: Vintage	0.25		$3.25
3/9/20	Call to Vintage re plans for renting	0.25		$3.25
3/10/20	Call re05/16- reserved	0.25		$3.25
3/10/20	Call re 03/18- interested	0.25		$3.25
3/10/20	Call to Peggy re 03/18 interest	0.25		$3.25
3/10	Call to constituent re 03/18 reserved	0.25		$3.25
3/10/20	Call from 03/18 re change in time-NA	0.25		$3.25
3/10/20	Text from Peggy re: cleaning hall after meeting	0.25		$3.25
3/11/20	Call from 03/18 confirming cancelation	0.25		$3.25
3/11/20	Text to 02/22 re pick up deposit	0.25		$3.25
3/11/20	Call re 08/08- reserved	0.25		$3.25
3/11/20	Text from Ken re: water heater install	0.25		$3.25
3/11/20	Text re: 03/28-NA	0.25		$3.25
3/12/20	Text re paycheck signauters	0.25		$3.25
3/13/20	Text confirming time frame for 08/08	0.25		$3.25
3/13/20	Call from Peggy re cleaning standards	0.25		$3.25
3/13/20	Text with Peggy re cleaning supplies/TP	0.25		$3.25
3/14/20	Call from renter-locked out	0.25		$3.25
3/14/20	Call from 03/22- canceled	0.25		$3.25
3/14/20	Call to Peggy re mop	0.25		$3.25
3/15/20	Call from 03/28- canceled	0.25		$3.25
3/16/20	Calls with 03/15 renter re: sunglasses	0.25		$3.25
3/16/20	Text with Peggy re cleaning stuff	0.25		$3.25
3/16/20	Call with Peggy re comfort with cleaning	0.25		$3.25
3/17/20	Call to 03/21- canceled	0.25		$3.25
3/17/20	Call to 03/26- left message re canceling	0.25		$3.25
3/17/20	Call to 03/24-- not canceling	0.25		$3.25
3/17/20	Call to 02/22 renter re deposit	0.25		$3.25
3/17/20	Convo with Peggy re stamps/deposits	0.25		$3.25
3/19/20	Text to 02/22 re mailing deposit	0.25		$3.25

3/20/20	Call from 05/17 renter w/questions	0.25		$3.25
	Total:	9.25		$120.25

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 03/20/20

Signature Date

Sheet1 Sheet2

Payment Request
Caretaker
Harris Township
Itasca County

Name: Bryanna Vetsch
Address: 19153 Cardinal Dr.
55744

March 7, 2020- March 20, 2020

Date	Description	# Hours	Rate	Amount
Key meetings Cleaning:				
3/9/20	KM with 03/14	0.25		$3.25
3/9/20	Clean after 03/07	1		$13.00
3/9/20	Mop Office	0.25	$13.00	$3.25
3/9/20	Oil Cupboards	2	$13.00	$26.00
3/9/20	KM with 03/22	0.25		$3.25
3/9/20	KM with 03/26	0.25		$3.25
3/9/20	Km with 03/15	0.5		$6.50
3/9/20	KM with 03/28	0.5		$6.50
3/9/20	KM with 03/21	0.25		$3.25
3/9/20	Meet with 02/15 Pick up deposit	0.25		$3.25
3/9/20	Clean stove	1		$13.00
3/9/20	Meet 03/07 pick up deposit	0.25		$3.25
3/9/20	Print/prep lease packets	0.5		$6.50
3/9/20	Organize past year lease agreements/start new binder for 2020	0.5		$6.50
3/13/20	Clean after Meeting	1		$13.00
3/13/20	Home Depot trip for cleaning suplies	1		$13.00
3/13/20	Organize/clean cleaning closet/mop sink	0.75		$9.75
3/14/20	Renter locked herself out	0.5		$6.50
3/15/20	Home depot trip: return small mop heads, purchase bulk cleaning suuplies	1		$13.00
3/17/20	Clean after 03/15	1.5		$19.50
3/17/20	Reorganize cleaning closet	0.5		$6.50
3/17/20	Prep deposits for mail	0.25		$3.25
3/17/20	03/15 renter picked up sunglasses	0.25		$3.25
3/20/20	Paperwork	1		$13.00
	Mileage to/from Hall and Fastenal: 5 miles			
	Mileage to/from Hall/HomeDepot: 4 miles			
				$201.50
		15.5	$13.00	$201.50

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 3/20/2020

Signature Date

Pay Request
Sexton
Harris Township
Itasca

Bryanna Vetsch
19153 Cardinal Dr.
55744

February 22, 2020- March 6, 2020

Date	Description	Time
3/15/20	Call from Rowe re: McKinney site locations	0.25
3/17/20	to Rowe re: North/South descriptions	0.25
3/18/20	Email from Derek re burials since September	0.25

Total hours	0.75
Bi-weekly Fixed Rate	$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 3/20/2020
Signed

Date

Payment Request

Harris Township
Itasca County

Name: Nancy Kopacek
Address: 28581 Alicia Place
Grand Rapids, MN 55744

Date	Description	# Hours	Rate	Amount
SALARY	Treasurer's salary - $750 per month	0.5	$ 750.00	$ 375.00
3/7/2020	Town hall, print pay requests and bills, make copies for mtg	2.75		
3/10/2020	Meeting Prep process payroll and pay bills	2		
3/11/2020	Town hall meeting	2.25		
3/12/2020	email reports to auditor, pay online bills, ck emails	0.5		
3/13/2020	Buy stampes mail bills	0.5		
3/19/2020	CTAS Accounts alignment with Becky	2.25		
3/10/2020	Ck emails and text messages	0.5		
		11.25		
Additional Work:				
				$ -
				$ -
			Total	$ 375.00
			pera	
			fica	
			medi	
			fed	
			state	
			Net pay	
Reimbursements:				
	Mileage		0.575	$ -
	Other Expenses: Postage 2 rolls stamps			$ 110.00
	Total reimbursements requested:	$ -		$ 485.00

reimburse Nancy

CPU SUPER ONE FOODS GRD RPDS
2410 S POKEGAMA AVE
GRAND RAPIDS, MN 55744-2503
263860-5555
(800)275-8777
03/13/2020 08:52 AM

Product	Qty	Unit Price	Price
US Flag Coil/100	2	$55.00	$110.00
Total:			$110.00

Check amt: $ 485.00

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 Date

APG MEDIA of 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	2 Advertiser/Client Name
02/2020	HARRIS TOWNSHIP

23 Total Amount Due	*Unapplied Amount	3 Terms of Payment
777.05		

21 Current Net Amount Due	22 30 Days	60 Days	Over 90 Days
738.20	38.85	.00	.00

4 Page Number	5 Billing Date	6 Billed Account Number	7 Advertiser/Client Number
1	02/29/20	3017010 SHAFE.	3017010

8 Billed Account Name and Address	9 Remittance Address
HARRIS TOWNSHIP HARRIS SERVICE CTR/TREASURER 20876 WENDIGO PARK RD GRAND RAPIDS MN 55744	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|16 SAU Size Billed Units	17|18 Times Run Rate	19 Gross Amount	20 Net Amount
		BALANCE FORWARD				
02/26/20	335225 RPCI	PRESEDENTIAL NOMINATIO GRHR	3.0X 3.00 9.00	3 11.60	Paid →	38.85
02/26/20	335227 RPCI	TOWNSHIP MEETING GRHR	3.0X 3.00 9.00	3 11.60	369.10 369.10	369.10 369.10

RECEIVED 3/10/2020

Statement of Account - Aging of Past Due Amounts

Due date: 03/15/20

21 Current Net Amount Due	22 30 Days	60 Days	Over 90 Days	*Unapplied Amount	23 Total Amount Due
738.20	38.85	0.00	0.00		777.05

Pd

APG Media of MN

* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

24 Invoice Number	25 Advertiser Information			
	1 Billing Period	6 Billed Account Number	7 Advertiser/Client Number	2 Advertiser/Client Name
02203017010	02/2020	3017010	3017010	HARRIS TOWNSHIP

BlueShield Minnesota

P.O. Box 64560
St. Paul, MN 55164
Phone: (651)662-0088

REGULAR

HARRIS TOWNSHIP
BECKY ADAMS
20876 Wendigo Park Rd
Grand Rapids, MN 55744

INVOICE SUMMARY

BILL ACCOUNT NUMBER:	2028950001	INVOICE NUMBER:	200302169052
BILL ACCOUNT NAME:	HARRIS TOWNSHIP	INVOICE MONTH(S):	APR 20 - JUN 20
CLIENT NUMBER:	202895	PREPARED DATE:	03/02/2020
CLIENT NAME:	HARRIS TOWNSHIP	**PAYMENT DUE DATE:**	**03/20/2020**

Prior Billing Information			
Last Bill Amount	$ 1,541.49		
Payments Received Through 03/01/2020	($ 1,541.49)		
Balance Forward		$	0.00
Current Charges			
Premium Summary	$ 1,541.49		
Total Current Charges		$	1,541.49
Total Due		$	1,541.49

RECEIVED 3/5/2020

Please note: If you are a current EFT or eBill Customer with recurring payment, DO NOT PAY. This invoice is for your reference, the total amount due will be withdrawn from your account on (or shortly after) the payment due date.

BlueCross BlueShield Minnesota

DETACH AND RETURN THIS PORTION WITH PAYMENT

MAKE CHECK PAYABLE TO "Blue Cross Blue Shield of Minnesota"
See page 2 for remittance address **Lock Box - PO Box 860448**

INVOICE NUMBER: 200302169052
BILL ACCOUNT NUMBER: 2028950001

AMOUNT PAID $

HARRIS TOWNSHIP
BECKY ADAMS
20876 Wendigo Park Rd
Grand Rapids, MN 55744

INVOICE MONTH(S): **APR 20 - JUN 20**
PAYMENT DUE DATE: **03/20/2020**
TOTAL AMOUNT DUE: **$ 1,541.49**

If you have a change to your address please contact your billing administrator via email at Membership.Service.Line@bluecrossmn.com

DO NOT WRITE BELOW THIS LINE

20030216905260000000202895000100001541496

BlueCross BlueShield Minnesota

P.O. Box 64560
St. Paul, MN 55164
Phone: (651)662-0088

PREMIUM SUMMARY

BILL ACCOUNT NUMBER: 2028950001
BILL ACCOUNT NAME: HARRIS TOWNSHIP
CLIENT NUMBER: 202895
CLIENT NAME: HARRIS TOWNSHIP

INVOICE NUMBER: 200302169052
INVOICE MONTH(S): APR 20 - JUN 20
PREPARED DATE: 03/02/2020

Product	Member Name	Member ID	Rate	Coverage Period	Current Premium
Group: [redacted] **Product: PPO**					
PPO	[redacted]	[redacted]	$513.83	04/01/2020-06/30/2020	$1,541.49
Product: PPO		1			**$1,541.49**
Group: [redacted]	**Actual Member Count:**	1			**$1,541.49**
Premium Total:					$1,541.49

Blue Cross® and Blue Shield® of Minnesota and Blue Plus® are nonprofit independent licensees of the Blue Cross and Blue Shield Association.

BlueCross BlueShield Minnesota

P.O. Box 64560
St. Paul, MN 55164
Phone: (651)662-0088

MEMBER RATE DETAILS

BILL ACCOUNT NUMBER: 2028950001
BILL ACCOUNT NAME: HARRIS TOWNSHIP
CLIENT NUMBER: 202895
CLIENT NAME: HARRIS TOWNSHIP

INVOICE NUMBER: 200302169052
INVOICE MONTH(S): APR 20 - JUN 20
PREPARED DATE: 03/02/2020

Member Name	Member ID	Product	Individual	Period Ending	Age or Contract Type	Tobacco Surcharge	Premium	Member Total
Group: [redacted]								
[redacted]	xxxxx[redacted]	PPO	[redacted]	06/30/2020	38	N	$513.83	$513.83
		Contract: 1					$513.83	
Group: [redacted]								
Premium Total:		Contract Total: 1					$513.83	

Blue Cross® and Blue Shield® of Minnesota and Blue Plus® are nonprofit independent licensees of the Blue Cross and Blue Shield Association.

Grand Auto Spa

220 3rd Street N.E.
Grand Rapids, MN 55744

Phone : 218-326-0831

Invoice

Invoice # I1386
Account # C1044
Inv Date 3/2/2020
Date Due 3/2/2020
Terms None
PO #

Bill To

Harris Township

20876 Windigo Park Rd.
Grand Rapids, MN 55744

SKU	Description	QTY	Rate	Total
1	Deluxe Wash	2.000	$8.00	$16.00
5	CASH OUT	1.000	$5.00	$5.00

RECEIVED
3/3/2020

Thank you for visiting GRAND AUTO SPA !

Subtotal	$21.00
Tax	$0.00
Tax 2	$0.00
Shipping	$0.00
Total	$21.00
Payment	$0.00
Balance	$21.00

Harris Township

Rapids Auto Wash
220 3rd St. N.E.
Grand Rapids, MN 55744

month/year

	Date	Vehicle Discription	Cost	Signature
1	01/03/20	Chevy Pickup (cash out)	5.00	
2	01/09/20	Chevy Pickup (cash out)	8.00	
3	2/14/20	Chevy Pick	8.00	
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17		2	@ 8	16
18		1	@ 5	5
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				
31				
32				
33				
34				
35				

21.00

_____ Vehicles Washed @ _____ = $_____

Harris Township

20876 Wendigo Park Rd.
Grand Rapids, MN 55744

Janicke Bakery
209 NW 1st Ave.
Grand Rapids, MN 55744

Elections

Billing for : March 3rd 2020

25 dz. Assorted cookies $151.20

Annual Mtg

Billing for: March 10th 2020

4 dz. Assorted cookies $ 24.60

RECEIVED
3/17/2020

Total Amount Due: $175.80

OKpl

Lease Landscaping, Inc.
32057 South Pit Road
Grand Rapids, MN 55744
(218)326-0876

Invoice

Date	Invoice #
3/12/2020	2140

Bill To

Harris Township
20876 Wendigo Park Road
Grand Rapids, MN 55744

Job Site

P.O. No.

Service Date	Description	Qty	Rate	Amount
3/6/2020	Dig grave for McKinney Funeral		675.00	675.00

RECEIVED 3/12/2020

Terms: Due and payable upon receipt. Finance charge on all accounts past 30 days of 1.5% per month or $5.00 minimum on the unpaid balance. This corresponds to an annual percentage rate of 18%.

3% Handling charge on all credit card payments

THANK YOU !!

Any alteration or deviation on project after work has began may result in additional charges at customers expense.

Subtotal	$675.00
Sales Tax (0.0%)	$0.00
Total	$675.00
Payments/Credits	$0.00
Balance Due	$675.00

PORTABLE JOHN

P. O. BOX 490
HIBBING, MN 55746-0490
(218) 262-4576
DULUTH: 1-218-733-1377
TOLL FREE: 1-800-370-4576

MARCH 9, 2020
INVOICE #: 106792

BILL TO:
HARRIS TOWNSHIP (BL)
20876 WENDIGO PARK ROAD

GRAND RAPIDS MN 55744

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

GRAND RAPIDS, MN

CUSTOMER P.O. #

JOB #

SERVICE DATES
2/10/2020 - 3/8/2020

RECEIVED
MAR 13 2020

		UNITS RENTED	
CONTRACT AGREEMENT (1):	**43255**	**1-REG**	$60.00
CONTRACT AGREEMENT (2):	**43254**	**1-REG**	$60.00
CONTRACT AGREEMENT (3):	**43256**	**1-REG**	$60.00
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

COMMENTS:
TAX EXEMPT

TOTAL AMOUNT DUE: $228.00

Thank You

We at Portable John appreciate your business

Please return this portion with payment to Portable John.

HARRIS TOWNSHIP (BL)

MARCH 9, 2020

INVOICE #: 106792

DUE MARCH 30, 2020

TOTAL AMOUNT DUE: $228.00

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

MARCH 9, 2020
INVOICE #: 106793

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

GRAND RAPIDS MN 55744

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

CUSTOMER P.O. #

JOB #

SERVICE DATES
2/10/2020 - 3/8/2020

		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

RECEIVED 3/15/2020

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)
MARCH 9, 2020
INVOICE #: 106793

DUE MARCH 30, 2020
TOTAL AMOUNT DUE: $303.00
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: _____

CenturyLink™

Visit centurylink.com

EFT

HARRIS TOWNSHIP

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

Balance Forward	New Charges	Total Amount Due	Due Date for New Charges
$.00	$199.92	$199.92	Auto Pay

Account Summary

Previous Balance		
Transferred Balance		199.55
Payment	*Thank you for your payment*	199.55CR
Balance Forward		$.00
New Charges	**For questions, call:**	
CenturyLink	1-800-603-6000	199.92
Total New Charges		$199.92

RECEIVED 2/10/2020

TOTAL PAID THROUGH AUTOMATIC PAYMENT $199.92

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.

CenturyLink™

62202550 C3 RP 02 20200302 YNNNNNNN 0000759 0003

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

Bill Date: Mar 1, 2020
Account No: 218 Z01-0062 881
New Charges: $199.92

TOTAL AMOUNT DUE: $199.92

Payment made through CenturyLink Automatic Payment Plan.

CENTURYLINK
P O BOX 2956
PHOENIX, AZ 85062-2956

33521871010062202020208812000000000000199927

CenturyLink™

HARRIS TOWNSHIP

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

For questions, call 1-800-603-6000

Summary Bill

SUMMARY OF PAYMENTS

DATE	ACCOUNT	AMOUNT	DATE	ACCOUNT	AMOUNT
FEB 19	218-Z01-0062	199.55CR			
					199.55CR

TOTAL PAYMENTS

FOR YOUR INFORMATION

You are responsible for the payment of all charges on your bill. Failure to pay these charges may result in collection action as well as termination of the unpaid service. Your basic telephone service will not be disconnected for non-payment of charges for: (1) Optional Services (or other itemized services), (2) services of other CenturyLink companies, or (3) services of other companies included in your bill. CenturyLink packages of features and the amounts in the Account Summary may include both basic and charges that are not basic.

You may have been billed Termination Liability Assessment charges for terminating a CenturyLink contract service arrangement prior to expiration. If you convert your CenturyLink local telephone service to comparable services provided by a reseller local service provider, these contract termination charges may not be applicable. If you feel these charges are billed in error, please contact the CenturyLink billing office at the number provided on this statement. You may also contact the Minnesota Department of Commerce at (651) 539-1883.

Future deliveries of CenturyLink print directories may be reduced in certain areas and printed directories will only be provided upon customer request. You may obtain a printed copy of your local directory at no charge by calling 844-339-6334. Digital versions of your directory are also accessible free of charge at www.therealyellowpages.com. You can always let us know if you do not want a printed directory by visiting www.yellowpagesoptout.com.

Third-Party Billing Block
Cramming occurs when unauthorized charges appear on your telephone bill. To help prevent unwanted third party charges on your bill, contact CenturyLink at 800-244-1111 for residential customers or 800-603-6000 for business customers and request, at no charge, a bill block that will prevent some third party charges such as charitable contributions, dial-up Internet by non-CenturyLink companies or other non-telecommunications charges from appearing on your bill.

CenturyLink Tax Identification Number: 84-0273800

CenturyLink™

Visit centurylink.com

HARRIS TOWNSHIP

Bill Date: Mar 1, 2020
Account Number: 218 326-6190 657

Balance Forward	New Charges	Total Amount Billed
$.00	$83.66	$83.66

Account Summary

The charges on this bill are included in your Summary Bill, 218-Z01-0062.

New Charges	**For questions, call:**	**Page**	
CenturyLink	1-800-603-6000	2	83.66
Total New Charges			$83.66

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.

continued on back

62202550 C3 HP 02 20200302 TNNNNNNN

CenturyLink™

Visit centurylink.com

HARRIS TOWNSHIP

Bill Date: Mar 1, 2020
Account Number: 218 327-0080 040

Balance Forward	New Charges	Total Amount Billed
$.00	$37.17	$37.17

Account Summary

The charges on this bill are included in your Summary Bill, 218-Z01-0062.

	For questions, call:	Page	
New Charges	1-800-603-6000	2	37.17
CenturyLink			$37.17
Total New Charges			

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.

continued on back

CenturyLink™

Visit centurylink.com

HARRIS TOWNSHIP

Bill Date: Mar 1, 2020
Account Number: 218 327-1864 419

Balance Forward	New Charges	Total Amount Billed
$.00	$42.29	$42.29

Account Summary

The charges on this bill are included in your Summary Bill, 218-Z01-0062.

New Charges	For questions, call:	Page	
CenturyLink	1-800-603-6000	2	42.29
Total New Charges			**$42.29**

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.

continued on back

CenturyLink™

HARRIS TOWNSHIP

Bill Date: Mar 1, 2020
Account Number: 218 327-5494 370

Visit centurylink.com

Balance Forward	New Charges	Total Amount Billed
$.00	$36.80	$36.80

Account Summary

The charges on this bill are included in your Summary Bill, 218-Z01-0062.

	For questions, call:	Page	
New Charges			
CenturyLink	1-800-603-6000	2	36.80
Total New Charges			**$36.80**

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

continued on back

EMPLOYMENT PROFESSIONALS

Harris Township

EMF

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

Account # **22810565**

Invoice Date **3/11/2020**
Invoice Number **23722290**

Page: **1** of **1**

Harris Township
G391 - Grounds Laborer
Schuler, Benjamin R
3/08/2020 Regular Time 19.00 hours @ $20.72 per hour

EFT

	item	summary
	$393.68	

Invoice Total **$393.68**

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.

1

PDF

EMPLOYMENT PROFESSIONALS

Account Number	22810565
Invoice Number	23722290
Invoice Date	3/11/2020
Amount Due	$393.68
Due Date	3/21/2020

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

00000023722290 00000000142695 00039368

Express EMPLOYMENT PROFESSIONALS

Harris Township

EMF

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

Invoice Date **3/18/2020**
Invoice Number **23752799**

	item	summary
Harris Township		
G391 - Grounds Laborer		
Schuler, Benjamin R		
3/15/2020 Regular Time 9.00 hours @ $20.72 per hour EFT	$186.48	

Invoice Total **$186.48**

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.

1

PDF

Express EMPLOYMENT PROFESSIONALS

Account Number	22810565
Invoice Number	23752799
Invoice Date	3/18/2020
Amount Due	$186.48
Due Date	3/28/2020

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

000000023752799 000000000142695 00018648

EFT

Cancel Payment

Payment Summary

There are no scheduled payments.

Payment: $375.22

	Payment
LCP Electric Service Account 500567550 WENDIGO WARMING HOUSE, GRAND RAPIDS, MN	$230.28 ✓
LCP Electric Service Account 500602100 CEMETARY, GRAND RAPIDS, MN	$56.71 ✓
LCP Electric Service Account 500571150 CRYSTAL, GRAND RAPIDS, MN	$88.23
Edit Amount »	
Total Payment:	$375.22

Continue

Select Payment Date & Method

Payment Confirmation

Version: 11.1.5.1

0500567550 Group: 953

Lake Country Power
A Touchstone Energy® Cooperative

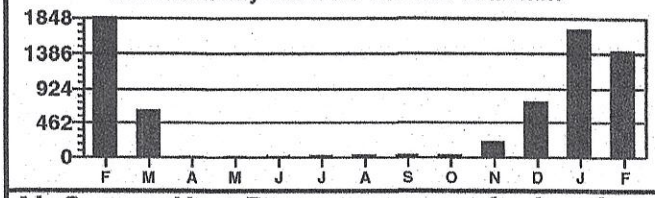
26039 Bear Ridge Drive
Cohasset, MN 55721

EFT

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 4 666
HARRIS TOWNSHIP C-5 P-10
ATTN: TREASURER
20876 WENDIGO PARK RD
GRAND RAPIDS MN 55744-4682

Your Electricity Use Over The Last 13 Months



Air Source Heat Pumps are great for heating and cooling. It uses 72% less electricity than conventional air conditioners and furnaces. Call us at 800-421-9959, press 6.

ACTIVITY SINCE LAST BILL	AMOUNT
PREVIOUS BILL	265.75
PAYMENT 02/27/2020	-265.75
BALANCE FORWARD DUE IMMEDIATELY	0.00

YOUR DIRECTOR IS DANIEL W KINGSLEY, DISTRICT 6.

CURRENT BILL INFORMATION

RATE CODE	METER	DATES	METER READING PRES	METER READING PREV	MULTI-PLIER	CODE	USAGE	DESCRIPTION		AMOUNT
40	20032435	03/01 -02/01	4087	2677	1		1410	ENERGY CHARGE	@ .123600	174.28
								SERVICE AVAILABILITY CHG:		42.00
30							80	SEC LIGHT-200W HPS(QTY 1)		14.00
								TOTAL CHARGES THIS STATEMENT		230.28

RECEIVED 3/13/2020

RECEIVED

METER READ AUTOMATICALLY

Account Number	Service Address	Phone Number	Bill Date	Due Date	Net Amount Due
500567550	WENDIGO WARMING HOUSE	(218) 327-8759	03/10/2020	03/30/2020	230.28

Please detach and return this portion with your payment.

Account No.: 500567550 Cycle: 01
Due Date: 03/30/2020 Net Due: 230.28
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

05005675500301100002302800002302 85

Lake Country Power
A Tuchstone Energy Cooperative

26039 Bear Ridge Drive
Cohasset, MN 55721

Office hours: 8:00 a.m. to 4:30 p.m. Monday-Friday
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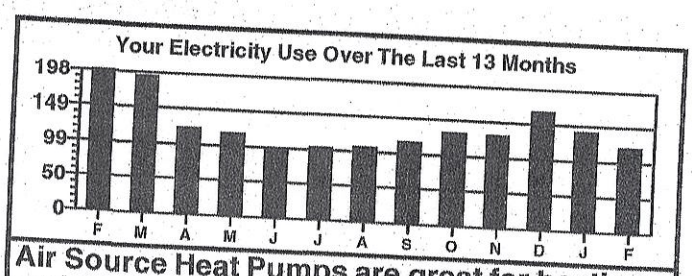
HARRIS TOWNSHIP
ATTN: TREASURER
20876 WENDIGO PARK RD
GRAND RAPIDS MN 55744-4842



Air Source Heat Pumps are great for heating and cooling. It uses 72% less electricity than conventional air conditioners and furnaces. Call us at 800-421-9959, press 6.

ACTIVITY SINCE LAST BILL	AMOUNT
PREVIOUS BILL	59.18
PAYMENT 02/27/2020	-59.18
BALANCE FORWARD DUE IMMEDIATELY	0.00

YOUR DIRECTOR IS DANIEL W KINGSLEY, DISTRICT 6.

CURRENT BILL INFORMATION

RATE CODE	METER	DATES	METER READING PRES	METER READING PREV	MULTI-PLIER	CODE	USAGE	DESCRIPTION		AMOUNT
40	20029365	03/01 -02/01	933	814	1		119	ENERGY CHARGE	@ .123600	14.71
								SERVICE AVAILABILITY CHG:		42.00
								TOTAL CHARGES THIS STATEMENT		56.71

RECEIVED
3/6/2020

METER READ AUTOMATICALLY

Account Number	Service Address	Phone Number	Bill Date	Due Date	Net Amount Due
500602100	CEMETARY	(218) 327-8759	03/10/2020	03/30/2020	56.71

Please detach and return this portion with your payment.

Account No.: 500602100 Cycle: 01
Due Date: 03/30/2020 Net Due: 56.71

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

0500602100030110000056710000056711

Mediacom EFT - pay online

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 — Enroll Now
You are currently signed up for ECOBILLING — Edit

Billing and Statements

Balance Summary

Statement Balance as of 03/08/20	$155.94
Payment Due On	03/28/20

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	3/7/2020

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