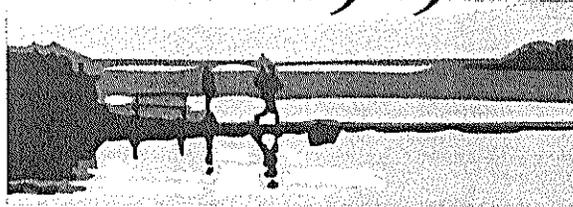


Madam Chair; Peggy Clayton  
20356 Wendigo Park Road  
Grand Rapids, MN 55744  
Phone 218-326-1551

Supervisor Dennis Kortekaas 326-1882  
Supervisor Jim Kelley 327-0317  
Supervisor Mike Schack 340-8852  
Supervisor Ken Haubrich 327-1351  
Treasurer Becky Adams 259-1192  
Clerk Kati Pierce 244-1811  
[haristownshipclerk@gmail.com](mailto:haristownshipclerk@gmail.com)

# Harris Township

SINCE 1909



NEIGHBORS, SHORES & MORE

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

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

## PLANNING & DEVELOPMENT MEETING

May 22, 2019, 7:30 pm  
AGENDA

1. **Pledge to the flag-** reading of our mission statement
2. **Additions and Corrections-**
3. **Approve the minutes-**
  - A. P&D Meeting, April 27, 2019
  - B. Board of Appeal and Equalization Minutes, May 2, 2019
  - C. Road Clean Up Work Session Minutes, May 9, 2019
  - D. Sexton Work Session Minutes, May 15, 2019
4. **Business from the Floor-** Please come up to the podium and state your name and address for the record
  - A. Beth George-Line Extension Agreements/ICTV
5. **Consent Agenda-**
  - A. Cemetery Burial Refund/K
6. **Roads-**
  - A. Road Project Updates/SEH/J
  - B. Jane Lane/J
  - C. Wendigo Park Circle & River Ridge/J
  - D. Dust B Gone Contract/J
  - E. Casper Landing/K
7. **Recreation-**
  - A. Park and Cemetery Inspection Reports as prepared for April 2019/P
  - B. Fishing Tournaments-Parking/P
  - C. Wendigo Park, Dead Tree and Limb Removal/K
  - D. Cemetery Monument/K
8. **Correspondence-**
  - A. Township Association Meeting Minutes of March 11, 2019
  - B. Network Opportunities Team Meeting (Local Collaborative) of April 24, 2019
  - C. Letter to Governor Tim Waltz/K
9. **Town Hall-**
  - A. Review town hall report as prepared for April 2019/P

**PLANNING & DEVELOPMENT MEETING**  
**April 24, 2019, 7:30 pm**  
**MINUTES**

3. A

Present: Madam Chair, Peggy Clayton

Supervisors: Jim Kelley, Dennis Kortekaas, Ken Haubrich, Mike Schack

Clerk: Kati Pierce Treasure: Becky Adams

1. **Pledge to the flag-** reading of our mission statement
2. **Additions and Corrections-** Updates to Laptop-New Business 12L; Conditional Use Permit Application for JRT Holdings under New Business-12C, Move to "Business from the floor", Motion by Supervisor Kelley, Seconded by Supervisor Kortekaas, to add Updates to Laptop under New Business as 12L, and move 12C Conditional Use Permit to Business from the floor, and passed by all.
3. **Approve the minutes-**
  - A. P&D Meeting, February 27, 2019- Motion to approve the Minutes of February 24, 2019 made by Supervisor Kortekaas, seconded by Supervisor Kelley and passed by all.
  - B. P&D Meeting, March 27, 2019- Motion by Supervisor Kelley to approve the Minutes of March 27, 2019, seconded by Supervisor Schack and passed by all.
  - C. Clerk Job Description and 2019 Employee Compensation Work Session, April 15, 2019- Motion by Supervisor Kortekaas to approve the Clerk Job Description and 2019 Employee Compensation Work Session of April 15, 2019, seconded by supervisor Kelley, passed by all.
  - D. Clerk Job Description and 2019 Employee Compensation Work Session, April 18, 2019- Motion by Supervisor Kortekaas, seconded by supervisor Kelley to approve the Clerk Job Description and 2019 Employee Compensation Work Session of April 18, 2019, passed by all.
  - E. Past Pay Requests Work Session, April 18, 2019- Motion by Supervisor Kelley, seconded by Supervisor Schack to approve the Past Pay Request Work Session Minutes of April 18, 2019, and passed by all.
4. **Business from the Floor-** Please come up to the podium and state your name and address for the record
  - A. Conditional Use Permit Application for JRT Holdings- Andy McDonald from Itasca utilities spoke. The plan was to use the property for storage for dirt and rock, and other things, to free up space at his shop. There may be some heavy equipment also stored there, pipes and other equipment that he uses for his jobs and projects.  
Brad and Michelle Smith, neighbors to the east of the property had concerns about the 2 existing accesses to the property. There is one already in place, and Andy wants to fix it up an area as the 2<sup>nd</sup> access, to have a little parking lot there. There was also concern p on the property lines.

Dan Butterfield spoke on the permit and suggested Andy have the land surveyed to make sure that the lines are correct.

**Facts of Findings:**

1. Is the use consistent with the Harris Township Comprehensive Plan? Roll Call: Supervisor Schack, Yes Supervisor Kelley, Yes Supervisor Kortekaas, Yes Supervisor Haubrich, Yes Madam Chair, Yes
2. Is the conditional use compatible with the existing neighborhood? Roll Call: Supervisor Schack, Yes -Supervisor Kelley, Yes-Supervisor Kortekaas, Yes- Supervisor Haubrich, Yes- Madam Chair, Yes-
3. Have environmental concerns or precautions been addressed? Roll Call: Supervisor Schack, Yes- Supervisor Kelley, Yes - Supervisor Kortekaas, Yes -Supervisor Haubrich, Yes- Madam Chair, Yes-

- A. Community Development Resources and Partner Funding Workshop- informational only. There was no interest in any of the supervisors wanting to attend.
- B. Thank You re: Itasca County Fair; Itasca Historical Society- The board received thank you notes as from the Itasca County fair and the Itasca historical society.

**9. Town Hall-**

- A. Review town hall report as prepared for March 2019- Motion by Supervisor Kelley, seconded by Supervisor Schack to approve the March report, and passed by all.

**10. Maintenance-**

- A. Review maintenance report as prepared by maintenance for March 2019 – The locks should be changed at the town hall and service center. A motion was made by Supervisor Haubrich, seconded by Supervisor Kelley to change the locks at the service center and the Town hall, and passed by all.

Motion to approve the March report was made by Supervisor Kelley, seconded by Supervisor Schack and passed by all.

- B. Summer Employee Update- The employee the township had last year is again interested in summer work.
- C. Smoke Alarm and Carbon Monoxide Alarm- Motion by Supervisor Haubrich to purchase a smoke alarm and carbon monoxide alarm, seconded by Supervisor Kelley and passed by all.

**11. Old Business-**

- A. Mow-Daddy 2019 Lawn Care and Ground Maintenance Proposal Update- Supervisor Kelley had questions on how often the mowing would be completed, at the last meeting. As in last season, it would be approximately every 7 days likely in the spring and could be every 10 days in the fall.

Motion to move forward with a contract with Mow Daddy, made by Supervisor Kelley, seconded by Supervisor Haubrich and passed by all. Madam Chair will pull together the contract.

- B. Treasurer CTAS Update- Treasurer has been working with MAT over the last weekend to update the accounts. She is working on starting to implement from Jan 2019 moving forward. Once everything is set up, she will bring everything back to the board for review. She is working on setting up project codes for each account line rather than having so many separate accounts.
- C. Zoning-Service Center Garage Floor Update- Supervisor Haubrich reported that the project is much bigger than expected and he recommends the board table it until budget sessions, and to budget money.
- D. Quotes for Portable Toilets at Parks and Cemetery Update- Winter service is November-March. \$4.00 for 4/week for each toilet for whatever we keep active for the winter. It is an add on because of the menthol they place in it to keep it from freezing so that is the extra \$16 on the bid. Both contract are for 2 years. The service from Northland Portable is who we use now.

Supervisor Haubrich made a motion to contract with Portable John, seconded by Supervisor Kelley, passed by all. Supervisor Kortekaas will get the final contract from them with the certificate of liability for the Board to approve. May 1<sup>st</sup>- is the beginning of the contract term.

- E. Cork/Aluminum Board Trim for Town Hall Update- Tabled to the regular meeting of May 8<sup>th</sup>.

**12. New Business-**

- A. Referral from Duluth Monument– Sexton received information that the monument company has set up for \$50/referral if someone purchases with them. As she cannot accept the monies, she would like direction from the Board as what to inform the company. Recommends setting up in

Bill list from 4-10-2019- There was a pay request that was pulled, Treasurer Adams provided a brief update on what had been decided regarding dealing with pay request discrepancies. She tried to set up a meeting with the individual, to sort out the pay request questions. There were 2 After meeting with the individual, it was worked through, and the new total for the pay request will be \$790.90. Treasure Adams printed a new bill list for the totals as the past clerk's changed, that lead to changing the withholding numbers also. The new total \$15,431.77- With the past Clerk's check number being 18208.

Maintenance staff Derrick had overtime on his pay request and it was missed with payroll on 4-10-2019. The difference was \$132.97 which will be paid to Derrick. Also noted check number 18027 for this correction.

Motion to approve the new 18188- 18208 for a total of \$15,431.77 made by Supervisor Kelley, seconded by Supervisor Kortekaas and passed by all.

#### 14. Public Input-

#### 15. Upcoming Meetings and Events:

May 1, 2019	Road Inspection Tour	4:30 pm Town Hall
May 2, 2019	Board of Appeal and Equalization	9:00 am Town Hall
May 7, 2019	Road Inspection Tour (if needed)	6:00 pm Town Hall
May 8, 2019	Regular Township Meeting	7:30 pm Town Hall
May 9, 2019	Roadside Clean Up	5:00 pm Cemetery
May 13, 2019	Township Association Meeting	7:00 pm Blandin Foundation
May 22, 2019	P and D Meeting	7:30 pm Town Hall

#### 16. Adjourn

Motion by Supervisor Kortekaas, seconded by Supervisor Schack and passed by all. 9:10pm

Prepared by: Kati Pierce

Signature \_\_\_\_\_

Madam Chair: Peggy Clayton

Signature \_\_\_\_\_

Updated 3B

Minutes of the  
Board of Appeal and Equalization  
Harris Township  
Thursday May 2, 2019  
9:00am

Pursuant to due notice and call thereof, a Local Board of Appeal and Equalization was conducted on Thursday, May 2, 2019 at 9:00 am at the Harris Town Hall, with following officers of the board present: Supervisors Chair Peggy Clayton, Vice-Chair Ken Haubrich, Supervisor Mike Schack and Supervisor Dennis Kortekaas. Absent Supervisor Jim Kelley.

Also in attendance were Cory Leinwander, Assistant Itasca County Assessor, Lena Schafer -Assessor/Appraiser for Harris Township, Tony Troumbly, County-Assessor/Appraiser, Carissa Nelson County-Assessor/Appraiser, and Dustin Nelson, County-Assessor/Appraiser.

There were 5 Harris Township residents in attendance.

Opening Comments

Chairman Clayton introduced the 2019 Local Board of Appeal and Equalization for Harris Township: Supervisors Kortekaas, Haubrich, Schack, and Clayton. She then turned the meeting over to County Assessor Leinwander.

Opening Comments and introduction of County staff:

Leinwander introduced the staff, who were there to help with taxpayer concerns and give onsite property reviews, if necessary. The Assessor Department staff was there to represent the County Assessor's Office. **He noted that Supervisor Clayton and Supervisor Haubrich, had the current local Board of Appeal and Equalization training and certification, prior to today's meeting.** Leinwander reminded the board that motions are required for any valuation or classification changes.

Explanation of purpose and process for Local Board of Appeal and Equalization

Leinwander explained that this meeting was to review the 2019 classifications and assessments/valuations of Harris Township properties that are used to calculate taxes payable in 2020. Any person wanting to appeal, could discuss their complaint with the Township Board, and Assessor. The meeting was to be kept orderly and anyone becoming loud or out of order would be asked to leave. The appeals would be reviewed in the order they appeared on the sign-in list.

It was further noted that in order to appear before the *County* Board of Appeal and Equalization, a resident needed to appear before the *Local* Board of Appeal, either in person or via letter. If no change was made at the local township level, the township board would need to make a motion, second, and reaffirm that there was no change made. Those appealing could still go before the Itasca County Board of Commissioners, (with their appeal.)

This is a meeting of the residents; the local township board should be addressed with all appeals – not the County Assessor. A reminder was given that this meeting is about property valuations - not about taxes. Interior inspection, is walking through your home, and measuring the rooms inside of the home.

Leinwander explained that at the end of the BOA, the township board would have two choices – to adjourn, or to recess if more information is needed. If recessed, the date for a second meeting date must be set within 20 calendar days. At that time, they would then finalize any issues and adjourn.

For clarification, Leinwander explained that only 2 things could be changed at today's meeting:

- The classification for 2019 (such as homestead vs. non homestead, business vs. residential, etc.) that will affect taxable payable in 2020.
- The valuation amount that is shown on the yellow form from the county. (This was *not* a meeting to discuss taxes – but rather the property valuations and classifications.)

2.

<b>Taxpayer name(s):</b> Harold Thompson	<b>Parcel number (s):</b> 19-615-0120
<b>Address:</b> Wendigo Heights Road	<b>Classification:</b> in person
<p><b>Nature of grievance:</b> This is Mr. Thompson's fourth trip before the board. He is appealing the value of his overall value of the property, and valuation of lakeshore. A couple of years ago there was 109 feet of meandering lakeshore added to his assessment. Mr. Thompson has a registered Plat which shows the same feet and acreage that was there before they added 109 feet. It didn't add anything in regards to acreage, it now says he has 309 feet of lakeshore. If he tried to sell the property, he can't prove he has the 319 feet of lakeshore. In 2017, the board dropped the value down 10%, the county increased the assessed value 8% this year. This is just the property value and not the structures. Very steep driveway to the house and down to the lake, and not useable multiple times a year. Lake shore assessment value went from average/fair to average/good.</p> <p>The quality of the lake shore was changed in error in 2014. It was based on the flooding of that year rather than on the long term history of the property. The assessed value of the house is currently at \$563,700. Harold stated he will never be able to sell his home with the current conditions of his lakeshore. Harold disagreed with the values and overall classification of the property. Harold requested the board go back to the 2014 classification, and grade, and use 2019 values. If not changed, his last resort is Minnesota tax court. Harold was advised to get his property appraised.</p>	
<p><b>Action taken:</b> <i>A motion was made by Supervisor Haubrich, and seconded by Supervisor Kortekaas requesting Harold get his property/home appraised by a real estate appraiser; motion carried. A second motion was made by Supervisor Haubrich, and seconded by Supervisor Kortekaas to affirm the value of \$563,100; motion carried.</i></p>	

3.:

<b>Taxpayer name(s):</b> John Batchelder	<b>Parcel number (s):</b> 19-030-2101
<b>Address:</b>	<b>Classification:</b> in person
<p><b>Nature of grievance:</b> No grievance on classification or value. John was before the BOA for educational purposes only. He thanked those involved in the process. John did ask if he could view his property online; Corey stated John could view in its entirety, through GIS.</p>	
<p><b>Action taken:</b> <i>No action needed or necessary.</i></p>	

4.:

<b>Taxpayer name(s):</b> James Knezovich	<b>Parcel number (s):</b> 19-012-1303
<b>Address:</b> County Road 91	<b>Classification:</b> in person
<p><b>Nature of grievance:</b> Jim bought the property in 2016 for \$88,500. Based on sales he could sell the home at the total value of \$97,800 as the market value has increased. As Jim is a veteran, he was advised to bring his paperwork to the Assessor Department for review.</p>	
<p><b>Action taken:</b> <i>A motion was made by Supervisor Haubrich, and seconded by Supervisor Schack to affirm the value of \$97,800; motion carried.</i></p>	

9.

<b>Taxpayer name(s):</b> Roger Childs	<b>Parcel number (s):</b> 19-620-0060
<b>Address:</b> Sunny Beach Road	<b>Classification:</b> letter
<b>Nature of grievance:</b> EMV is \$562,000. Depreciation changes made, due to being very dated, and changed lakeshore EMV. Land value reduced by \$44,800, resulting in EMV changing to \$517,200.	
<b>Action taken:</b> <i>Motion to affirm the new value of \$517,200 made by Supervisor Haubrich, and seconded by Supervisor Schack; motion carried.</i>	

10.

<b>Taxpayer name(s):</b> Timothy Hashbargen	<b>Parcel number (s):</b> 19-525-0430
<b>Address:</b> LaPlant Road	<b>Classification:</b> letter
<b>Nature of grievance:</b> High building value, as per Tim. Current EMV is \$406,200. Changed cabin to a home, made modifications to bathroom, etc. which changed the grade and EMV, and reduced by \$800. New EMV is \$405,400.	
<b>Action taken:</b> <i>Motion to affirm the new value of \$405,400 made by Supervisor Kortekaas, and seconded by Supervisor Schack; motion carried.</i>	

11.

<b>Taxpayer name(s):</b> Daniel Stratton	<b>Parcel number (s):</b> 19-560-0010
<b>Address:</b> Sunny Beach Road off Forest Trail	<b>Classification:</b> letter
<b>Nature of grievance:</b> Tore house down in 2017, and did not advise Assessors Department. EMV was \$385,700. Due to house being torn down, land value reduced by \$139,500. EMV changed to \$246,200.	
<b>Action taken:</b> <i>Motion to affirm new value of \$246,200 made by Supervisor Kortekaas, and seconded by Supervisor Schack; motion carried.</i>	

12.

<b>Taxpayer name(s):</b> David Eckstein	<b>Parcel number (s):</b> 19-017-1304
<b>Address:</b> Southwood Road	<b>Classification:</b> letter
<b>Nature of grievance:</b> Land value too high. Lakeshore grade was changed. Current EMV is \$332,000, but lakeshore value reduced by \$20,300. New EMV is \$311,700.	
<b>Action taken:</b> <i>Motion to affirm the new value of \$311,700 made by Supervisor Kortekaas, and seconded by Haubrich; motion carried.</i>	

**Road Clean Up Work Session**  
**May 9, 2019**  
**5:00 pm**

3.C

Present: Chair Clayton, Vice Chair Haubrich, Supervisor Kelley, Supervisor Kortekaas, and Supervisor Schack

The supervisors met at the cemetery. Bags, and garbage grabbers in hand, the group split up and cleaned both sides of the "Adopt a Highway Harris Township" on River Road.

The supervisors were done with road clean up by 7:00 pm, thanks to the additional help, (prior to 5:00 pm start time) of Mr. and Mrs Ken Haubrich who did clean up a portion of the "Adopt a Highway Harris Township".

A good time was had by all!

Submitted by: Peggy Clayton, Chair

Signed by: \_\_\_\_\_  
Peggy Clayton, Chair

3.0

**Sexton Work Session  
May 15, 2019  
7:00 pm Harris Town Hall**

Present: Chair Clayton, Vice Chair Haubrich, Supervisor Kelley, Supervisor Kortekaas, and Supervisor Schack

The supervisors met to discuss and review the job description of the Sexton. Some minor tweaking was made to the JD. The current monthly stipend of \$150.00 was also discussed and it was the consensus of the Board to keep the stipend at \$150.00.

The current Sexton is no longer interested in the position. The Town Hall Caretaker has expressed an interest in the position.

The Chair will meet with the caretaker and review the JD. If she is still interested in the position, the current Sexton will meet and train the Caretaker in the position.

The Sexton job description will be placed on the May 22<sup>nd</sup> agenda for final approval, and an update will also be provided on the status the the Caretaker taking the position.

A motion was made by Supervisor Kelley, and seconded by Supervisor Haubrich to adjourn the meeting at 8:00 pm

Submitted by: Peggy Clayton, Chair

Signed by: \_\_\_\_\_  
Peggy Clayton, Chair

4.A

**TOWNSHIP OF HARRIS  
LINE EXTENSION PERMIT  
PAUL BUNYAN RURAL TELEPHONE COOPERATIVE**

**SECTION 1. INTENT AND PURPOSE**

The Township of Harris ("Township") wishes to make available to its residents reliable, quality Cable Services from Paul Bunyan Rural Telephone Cooperative ("Paul Bunyan") at minimal regulatory costs to the Township, its residents, and Paul Bunyan.

**SECTION 2. EXTENSION OF VIDEO SERVICE IN TOWNSHIP**

Paul Bunyan will provide Cable Service in the Township from its various headends as an extension of its facilities and services in Grand Rapids. It is most economical and efficient to permit Paul Bunyan to offer the same cable services, service tiers, service options and rates and charges in the Township as it offers in Grand Rapids, pursuant to the terms and conditions of the cable franchise issued to Paul Bunyan by the City of Grand Rapids (Ordinance No. 04-12-18, hereinafter "Grand Rapids Franchise"). Accordingly, except as specifically modified or altered in this permit, Paul Bunyan is authorized to offer cable service in the Township pursuant to the Grand Rapids Franchise.

**SECTION 3. DEFINITIONS**

This permit hereby incorporates by reference the Definitions contained in the Grand Rapids Franchise.

**SECTION 4. CONSTRUCTION AND SYSTEM DESIGN; RIGHT-OF-WAY USE**

- (a) Paul Bunyan will provide Cable Service in the Township over its telephone lines and facilities and will perform network construction and maintenance in accordance with the Township's Right-of-Way ordinances and requirements.
- (b) At no time shall the Township impose any construction buildout requirements on Paul Bunyan.

**SECTION 5. CUSTOMER SERVICE**

Paul Bunyan will comply with the customer service requirements contained in Section VI of the Grand Rapids Franchise. The Township will stay its enforcement of any of these provisions unless and until Grand Rapids begins enforcement.

**SECTION 6. PUBLIC, EDUCATIONAL AND GOVERNMENTAL ("PEG") ACCESS**

- (a) PEG Channels. Paul Bunyan will provide the same PEG programming in the Township as is provided in Grand Rapids and the Township will not impose any additional or different PEG access channel requirements on Paul Bunyan.

Date: Apr 14, 2010

**TOWNSHIP OF HARRIS**

Dennis Kortbeas  
BOARD CHAIR

Attest:

Michelle R Smith  
TOWN CLERK

ACCEPTED: This permit is accepted and the undersigned agrees to be bound by its terms and conditions.

Date: 4/14/10

**PAUL BUNYAN RURAL TELEPHONE COOPERATIVE**

By: [Signature]  
Its CHIEF OPERATIVE OFFICER

11/18/2011

**HARRIS TOWNSHIP  
LINE EXTENSION PERMIT  
MEDIACOM MINNESOTA**

**SECTION 1. INTENT AND PURPOSE**

The Harris Township ("Township") wishes to make available to its residents reliable, quality Cable Services from Mediacom Minnesota LLC ("Mediacom") at minimal regulatory costs to the Township, its residents, and Mediacom.

**SECTION 2. EXTENSION OF VIDEO SERVICE IN TOWNSHIP**

Mediacom will provide Cable Service in the Township as an extension of its facilities and services in Grand Rapids. It is most economical and efficient to permit Mediacom to offer the same cable services, service tiers, service options and rates and charges in the Township as it offers in Grand Rapids, pursuant to the terms and conditions of the cable franchise issued to Mediacom by the Township of Grand Rapids (Ordinance No. 05-08-14, hereinafter "Grand Rapids Franchise"). Accordingly, except as specifically modified or altered in this permit, Mediacom is authorized to offer cable service in the Township pursuant to the Grand Rapids Franchise.

**SECTION 3. DEFINITIONS**

This permit hereby incorporates by reference the Definitions contained in the Grand Rapids Franchise.

**SECTION 4. CONSTRUCTION AND SYSTEM DESIGN; RIGHT-OF-WAY USE**

Mediacom will provide Cable Service in the Township over its facilities. Mediacom will perform network construction and maintenance in accordance with the Township's ordinances and requirements.

**SECTION 5. CUSTOMER SERVICE**

Mediacom will comply with the customer service requirements contained in Section VI of the Grand Rapids Franchise. The Township will stay its enforcement of any of these provisions unless and until Grand Rapids begins enforcement.

**SECTION 6. PUBLIC, EDUCATIONAL AND GOVERNMENTAL ("PEG") ACCESS**

(a) PEG Channels. Mediacom will initially provide the same PEG programming in the Township as is provided in Grand Rapids and the Township will not impose any additional or different PEG access channel requirements on Mediacom.

Date: 10-11-06

**HARRIS TOWNSHIP**

Larry Key  
BOARD CHAIR

Michelle R Smith  
TOWNSHIP CLERK

ACCEPTED: This permit is accepted and the undersigned agrees to be bound by its terms and conditions.

Date: 10/26/06

**MEDIACOM MINNESOTA LLC**

By: Bruce Muehlen  
Its Vice President, Regulatory Affairs

6.D

**INDEPENDENT CONTRACTOR SERVICES AGREEMENT  
FOR APPLICATION OF MAGNESIUM CHLORIDE**

**THIS AGREEMENT** is entered into this 14 day of MAY 2019, by Harris Township ("Township") and Larry D. Hansen doing business as Dust "B" Gone ("Hansen").

1. **SCOPE OF WORK.** The work performed by Hansen shall consist of furnishing and spreading Magnesium Chloride on various gravel roads in Itasca County as designated by Harris Township for the purpose of dust prevention. Hansen is responsible for supplying all material and equipment in performing the work described in this Agreement.

2. **CONSIDERATION.** In consideration of the services provided by Hansen to Township pursuant to this Agreement, Township shall pay to Hansen the sum of \$. 3500 per mile, which shall be payable on a monthly basis. Hansen shall record, maintain and provide accurate documentation showing the roads to which the magnesium chloride is applied as well as the application distance measured in miles for each road and submit a detailed invoice to Township. All payment requests to Township must be accompanied with such supporting documentation. Payment shall be due Hansen within thirty (30) days of the invoice date.

3. **INDEPENDENT CONTRACTOR.** Hansen is an independent contractor and is not an employee of Harris Township. Hansen is qualified to perform the services pursuant to this Agreement and Township shall rely upon Hansen's expertise, and Hansen is free from control and direction by Township in performance of said services. Hansen is not entitled to workers' compensation benefits or unemployment insurance benefits and Hansen is obligated to pay federal and state income tax (including social security) on any monies earned pursuant to this Agreement. Hansen is responsible for complying with all employment laws and insurance laws relating to his own employees. Hansen agrees to acquire and maintain, throughout the term hereof, sufficient liability insurance to fully perform his obligations hereunder. Hansen is and shall remain a separate and distinct entity from the Township.

4. **DESIGNATED REPRESENTATIVE.** The designated representative of Township authorized to request the performance of services under this Agreement is \_\_\_\_\_.

5. **TERM AND TERMINATION.** The term of this Agreement shall be from the date executed and shall extend until terminated. Any party hereto may terminate this agreement upon fifteen (15) days' written notice to the other.

6. **PROPERTY.** No fixed assets or personal or real property will be jointly or cooperatively held, acquired, or disposed of pursuant to this agreement.

7. **NON-EXCLUSIVITY.** This Agreement is non-exclusive between the parties. Hansen and Township have the right to enter into similar agreements with other entities.

8. **INDEMNIFICATIONS.**

DUST "B" GONE

By: Larry D. Hansen  
Larry D. Hansen

HARRIS TOWNSHIP

By: \_\_\_\_\_  
Its: \_\_\_\_\_

By: \_\_\_\_\_  
Its: \_\_\_\_\_



LA

PARK/CEMETERY INSPECTIONS: by Supervisor Clayton

	DATE	CEMETERY	WENDIGO	CRYSTAL SPRINGS
CEMETERY:	4/15/19			
GRASS CUT:				
GRASS TRIMMED:		all		
ANY TRASH?				
ANY VANDALISM?		OK		
EXCESSIVE WATER STANDING/ ANY AREAS OF CONCERN				
PARKS:				
VOLLEYBALL COURT:				
NETS				
POSTS				
COURT				
GRASS CUT/TRIMMED		Supervisor	/	/
TENNIS COURT:				
NET			/	/
POSTS				
COURT				
GRASS CUT/TRIMMED				



PARK/CEMETERY INSPECTIONS: by Supervisor Clayton

	DATE	CEMETERY	WENDIGO	CRYSTAL SPRINGS
CEMETERY:	9/20/19			
GRASS CUT:				
GRASS TRIMMED:		posts	N/A	N/A
ANY TRASH?				
ANY VANDALISM?				
EXCESSIVE WATER STANDING/ ANY AREAS OF CONCERN		Wendigo Done by Spruce Grove		
PARKS:				
VOLLEYBALL COURT:				
NETS				
POSTS				
COURT				
GRASS CUT/TRIMMED				
TENNIS COURT:				
NET			nets	nets
POSTS				
COURT			for up!	
GRASS CUT/TRIMMED				



PARK/CEMETERY INSPECTIONS: by Supervisor Clayton

	DATE	CEMETERY	WENDIGO	CRYSTAL SPRINGS
<u>CEMETERY:</u>	4/30/19			
GRASS CUT:		grass		
GRASS TRIMMED:		grass		
ANY TRASH?		yes	NO/A	NO/A
ANY VANDALISM?				
EXCESSIVE WATER STANDING/ ANY AREAS OF CONCERN				
<u>PARKS:</u>				
VOLLEYBALL COURT:				
NETS		NO/A	/	/
POSTS				
COURT				
GRASS CUT/TRIMMED				
TENNIS COURT:				
NET			NO/A	NO/A
POSTS				
COURT				
GRASS CUT/TRIMMED				



From: Patty Gould St Aubin pgs@mchsi.com  
Subject: Re: Fishing Tournaments on Pokegama  
Date: May 1, 2019 at 9:50:57 PM  
To: Harris Township supervisorchtp@gmail.com

7.B

Peggy, the DNR issues the permits if the tournaments are over so many boats. Last year the organizers split where they could enter and stayed under the number to have a permit.

I do not have the list.

We tried last year to get them to have their boats inspected and cleaned as they come from lakes that have AIS by raising their entry fee we got no where. So SWCD and the County paid to have the inspectors there.

If you want to suggest something to the DNR tell them they should only allow Tioga as the entry area and the rest of the accesses for people who are not in the tournament. They know how many parking spots they have and that is all the entries allowed.

Or Maybe, The people who reap the benefit of the tournaments, like the hotels and restaurants, pay to have inspections and pay the parking fee.

Patty

Sent from my iPhone

On May 1, 2019, at 1:04 PM, Harris Township <[supervisorchtp@gmail.com](mailto:supervisorchtp@gmail.com)> wrote:

Hi Patty, this is Peggy Clayton, Chair of the township board. The reason I'm emailing you is the board has been discussing the parking problems and issues we have whenever there is a fishing tournament on Pokegama. The parking issues are related to Mishawaka landing and our Troop Town/Casper landings.

The board discussed a few options as far as curtailing parking, and one of them was contacting the organizers of these fishing tournaments and having them impose a parking permit or have those participating, to be bused in,



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

8.A

## ITASCA COUNTY TOWNSHIP ASSOCIATION MEETING

Monday 11 March 2019

President Mike Baltus opened the meeting at 7:00 PM.

The Pledge of Allegiance was recited.

Dick Lacher motioned and Lloyd Adams seconded to accept the minutes from the last meeting.  
 Motion carried.

Treasurer's Report: Roberta Truempler

Savings:	\$ 11,706.80	
Checking:	\$ 18,737.09	
Claims:		
March payroll		\$ 295.52
Gary Johnson	ATP mileage	\$ 40.60
Peggy Clayton	L&R	
mileage	\$214.14	L&R
Lodging	\$316.60 \$ 530.74	
MAT Dues		\$8, 229.12

Lloyd Adams motioned and Dennis Kortekaas seconded to accept the Treasurer's report. Motion carried.

### RENO'S REPORT:

Reno reminded everyone of Township Day tomorrow.

In order to be able to donate to any organization, there must be a statute for it.

MAT update came out today

There are opportunities for training for the Board of Appeals.

The 3 priorities from the L&R meeting are Transportation, Broadband and Annexation.

The spring Short Course will be Thursday 4 April at Sugar Lake Lodge.

The book on noxious weeds is being updated and will be given to each township at the Short Course.

The Annual meeting will be in Mankato 22 and 23 November (Friday and Saturday).

PROGRAM: Laura Kircher: Enbridge has been in MN for 70 years. Line 3 is continuing to go through regulatory process. Construction may start in 2020. The DNR and PCA need more time to get permits. There have been 65 public meetings. The Commerce Dept filed a petition re the need of pipe line.

Laura showed samples of the thickness of the new and old pipe. Because of the coating of line 3, it is aging more than line 1 or 2. It is the one line with the particular coating. When the new line 3 is in service, the old line 3 will be removed. The pipe is about 3 feet underground.

Protesters cut lock at Blackberry yard and tried to shut down the valves, but were unable to.

They have been arrested.

Amber Peratalo, Itasca County Assessor: Blandin Tax Situation.

While the rulings did not dismiss the potential for utilizing a unit approach to valuation, it was determined that the valuation presented was not based upon the parcel specific characteristics of the properties. The unitary valuation of the properties was to be broken down to the parcel level by calculating a valuation for each parcel based upon the unique and individual characteristics.

8.B

## Networking Opportunities Team Meeting

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

**April 24, 2019**

**The next meeting will be May 22, 2019 at the Timberlake Lodge from 11-1, lunch included. Our plan is to continue meeting on the 4<sup>th</sup> Wednesday of each month, except for June and December.**

**Present:** Pat Medure and Joni Olson (ISD 318), Burl Ives and Brett Skyles (Itasca County), Greg Tuttle (Cohasset), Mike Baltus (Spang), Peggy Clayton (Harris), Curt (Arbo).

### **Open Market**

#### **Itasca County**

- Discussing overtime vs. comp time.
- In contract negotiations
- Jail update
- Essar update
- Trails update

#### **ISD 316**

- Ground-breaking May 6 at 4pm. Cohasset is June 3
- Discussed graduation rates
- Quest program

#### **Arbo Township**

- Problem with dumping at boat landings
- Selling a township dump truck
- Have a new board member
- Remodeling town hall

#### **Spang Township**

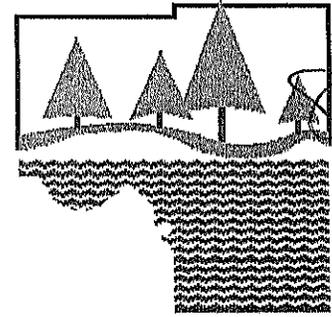
- Have new board members
- Lost their newly appointed clerk and are now back to the old one.

#### **Cohasset**

- 3.5 M agreed upon for the school/community center
- Can fire departments serve outside areas?
- Desire to expand bike trail to include a campground

# ITASCA COUNTY

Courthouse  
Administrative Services  
123 NE 4<sup>th</sup> Street  
Grand Rapids, MN 55744-2600  
Office (218) 327-7363 Fax (218) 327-2848



April 26, 2019

Office of Governor Tim Walz  
130 State Capitol  
75 Rev. Dr. Martin Luther King Jr. Blvd.  
St. Paul, MN 55155

Dear Governor Walz,

As the elected officials representing the 45,000 residents of Itasca County, we are writing to urge your active leadership in maintaining the viability of the fully permitted iron mining – D.R.I./H.B.I. – steel making project currently known as the Mesabi Metallics Nashwauk Project. This project is the largest of its kind in North America. At approximately \$1 billion already invested, it is certainly one of the largest (perhaps the largest) economic development projects in the history of our state.

The livelihood and vibrancy of our communities here on the Iron Range and in northeastern Minnesota are driven by a natural resource-based economy. Once completed, this project will be an enormous economic engine for our region and the state. Once operational, this project will be an infusion of \$350 million annually into our regional economy, create 350 high paying jobs and an additional 400 to 600 spin off jobs. An estimated \$180 million in new tax revenues for our local units of government will be generated long with millions in new mining royalties for the State of Minnesota going towards the benefit of educating students throughout the state.

While there has been significant discussion and media coverage regarding the State mineral leases for the project site, the central focus needs to be on the critical importance of preserving and maintaining all the permits already in place for the project. This is a fully permitted mining project, without the permits there is no project. Many people toiled on significant development work in the early phases of this project to obtain all the necessary permits from government regulatory agencies. The permitting process was a long process that took many years, culminating in all the necessary permits being issued to the entity known as Essar Steel Minnesota, LLC.

That same entity is now Mesabi Metallics Company, LLC and as such Mesabi Metallics Company, LLC now owns and holds all the permits for this project to be able to go forward. If Mesabi Metallics is essentially forced to dissolve, goes out of business, or just goes away, so do the permits. The permits will be lost, and the project will be dead. Even if another company eventually acquires or owns certain physical assets at the project site (real estate, mineral rights, or owns the partially constructed buildings), it would take that

Nashwauk, Minnesota. This is quite possibly the largest private investment in an economic development project in the entire history of our State.

We do not bring up this history for the purpose of extolling the virtues of Essar Global or expressing any support for Essar Global. Far, far from it. We all agree that Essar Global has long since overstayed its welcome in northeastern Minnesota. We do not want Essar Global to hold a controlling ownership interest in this project or to be involved in the management/control of this project or the eventual operations of the company.

Rather, we bring up this history because we feel that through everything that has happened during the roller coaster ride of this project, some perspective has been lost on why Essar Global remains so steadfast in wanting to have or retain a stake in this project. Look at it from the perspective of an investor and business venture. Essar Global is trying to stay involved here because they are just trying to re-coup some sort of return on their significant project investment. While Essar Steel Minnesota, LLC was able to retire a significant amount of its debt through the chapter 11 bankruptcy process, Essar Global is still on the hook to pay a significant amount of debt from the project. This is because in a number of instances Essar Global had provided parent guarantees that it would pay those obligations if Essar Steel Minnesota, LLC was unable to.

The reality is that Essar Global bought back into this and intends to hold a seat at the table until such time that it sees some path forward or opportunity to recoup some of its losses here. You are going to have to deal directly with Essar Global if there is any hope of brokering a deal under Option 1 that will allow this project to move forward to completion. We cannot just bury our head in the sand and refuse to deal with a major historic investor in this project. Even if your administration succeeds in this process to "debar" Essar Global from doing business in the State of Minnesota, Essar Global surely will challenge that in court and this project will be tied up in the courts for years to come. In the meantime, the people of the Iron Range continue to suffer the most from a lack of direction forward.

Again, we cannot emphasize this enough, if your intent is to use the withdrawal or threatened withdrawal of the State mineral leases or the "debarment" of Essar Global in order to kill off Mesabi Metallica Company, LLC, the critical permits needed for this project will be lost and this project will be dead.

The bottom line is that unless and until your administration is willing to communicate and deal squarely with Essar Global, there is going to be an unbreakable impasse that will ultimately kill the project. In order to make Option 1 a reality, we urge you to put aside any hard feelings or ill will towards Essar. We are requesting that you take a strong, active leadership role here in getting all the players (including Essar Global) and any potential players to the table to attempt to broker a deal for Option 1.

If Option 1 fails and we must go with Option 2 (which will be the only remaining viable option to preserve the project), then the State will have to give Mesabi Metallica all the runway it will need to be able to complete this project and commence operations. Mesabi Metallica is faced with a significant undertaking to go out into the financial markets to raise \$500 million to \$1 billion in additional financing to be able to complete the project,

Harris Township Monthly Hall Report - April 2019  
Caretaker Byanna Vetsch Date May 2, 2019

9. A

General Cleaning hrs 11.50  
Miscellaneous duties/work 2.75 (training, homedepot, laundry)  
Inspections, maintenance, non-routine work, Board Meeting Functions:

Notes:  
\_\_\_\_\_  
\_\_\_\_\_

Total (all hours worked): 24.5 hrs.

Rentals:

Residents 6

No charge/discounted ONLY by board approval \_\_\_\_\_

Notes:  
\_\_\_\_\_  
\_\_\_\_\_

Non-residents: 2

Discounted ONLY by board approval \_\_\_\_\_

Notes:  
\_\_\_\_\_  
\_\_\_\_\_

Board functions, (meetings, scheduled, elections): 4

Total: 12

Deposited Retained: 25.00 Reasons: left trash & didn't sweep/mop

Total Money Collected: 500.00

10.A

**Harris Township**  
**April Maintenance Report**  
Weekly Maintenance Plan April 1<sup>st</sup> – 5<sup>th</sup> 2019

Task to be completed	Estimated hours	Priority
Sweep all of the boat landings and pick up any garbage.	6	1
Employee meeting (Monday April 1 <sup>st</sup> )	2	1
Paint the floor in the Service Center Meeting Area.	2	3
Unplug culverts on Wendigo Park Rd. and Underwood Rd.	12	1
Count Veteran stars and flags.	2	3
Build a platform for the Memorial Day Ceremony	4	2
Change locks on both warming shacks	2	2
Turn compost pile at the Service Center.	2	3
Wash both trucks, the J.D. 1445 and the ASV	4	3
Record monthly receipts, fuel reports, equipment hours and time sheet	4	3

Derrick

Date: 4/1/19

- Meeting with Mike and Ken. 1 hr.
- Yearly evaluation meeting. 1 hr.
- Start turning the compost pile at the Service Center. 2 hr.
- Pickup supplies in town. 1 hr.

Work done that is not on the weekly plan:

- Clean up tables and chairs, sweep and mop the Service Center Meeting Area. 1 ½ hr.
- Change broken impeller for the ditch pump. 1 ½ hr.

Derrick

Date: 4/2/19

- Sweep and pick up garbage at all boat landings. 7 hr.
- Continue turning the compost pile. 1 hr.

Derrick

Date: 4/3/19

- Pump water out of ditches on the Underwood Rd. and the Wendigo Park Rd. 6 ½ hr.

Work done that is not on the weekly plan:

- Order culvert for Jane Ln. ½ hr.
- Pickup supplies in town and gas for the gas can. 1 hr.

Derrick

Date: 4/9/19

- Fill in low shoulders and potholes on Wendigo Park Rd., Fieldcrest Rd. and Sunny Ln. 6 ½ hr.
- Inspected some plugged culverts on the Wendigo Park Rd. **NOTE:** I will try to work on these culverts next week because they are not open. 1 hr.

Work done that is not on the weekly plan:

- Spoke with the Sexton regarding information on a future cremation burial and Libbey Funeral Home regarding the location of a site and stone information. ½ hr.

Derrick

Date: 4/10/19

- Fixed shoulders on Mishawaka Shores Trl. Mishawaka Rd. and Lakeview Dr. 6 hr.
- Brought snowplow to Martin Snowplow to have them fix a leak on the plow. **NOTE:** This is warranty work from the last time it was there, it started leaking again right away after bringing it back the first time. 1 hr.

Work done that is not on the weekly plan:

- Inspected the Tennis Courts at both parks. **NOTE:** If the weather cooperates, I will be putting the nets out next week. The posts for the nets at Crystal need to be driven down again and the Fence line needs to be driven down as well. 1 hr.

Derrick

Date: 4/11/19

- Meeting with Ken. 1 hr.
- Turned and watered the compost pile at the Service Center. 4 hr.
- Landscaped areas at the Town Hall. **NOTE:** I didn't finish this task due to frozen black dirt and the weather had started to change making the job difficult to complete. 1 ½ hr.

Work done that is not on the weekly plan:

- Worked on the weekly plan for next week. ½ hr.
- Started working on work orders for future jobs that need to be completed. 1 hr.

Derrick

Date: 4/12/19

Work done that is not on the weekly plan:

- Plow snow on Alicia Spur, Sunny Beach Addition Rd., Winston Taylor Rd. and Ruff Shores Rd. 1 ½ hr.
- Plow snow at the Town Hall. 2 ½ hr.
- Plow snow at the Cemetery. 2 hr.
- Plow snow at the Service Center. 2 hr.

Derrick

Date: 4/18/19

- Turn the compost pile at the Service Center. 4 hr.
- Start moving seasonal equipment for storage from the Town Hall, Cemetery, and the Service Center Garages. 2 hr.
- Put up tennis nets at both parks. 2 hr.

Derrick

Date: 4/19/19

- Work on the weekly plan for next week. 1 hr.
- Move seasonal equipment from the garages. 1 hr.
- Pickup and install new battery for the gravely lawnmower. 1 hr.

Work done that is not on the weekly plan:

- Start working on making a fencing tool for moving posts back down. 1 hr.
- Holiday (Good Friday 19<sup>th</sup>) 4 hr.

**Weekly Maintenance Plan April 22<sup>nd</sup> – 26<sup>th</sup> 2019**

<b>Task to be completed</b>	<b>Estimated hours</b>	<b>Priorit y</b>
Wash both Trucks	2	3
Clean the Service Center Meeting Area.	2	3
Clean the pine needles and leaves from the playground area at Wendigo Park.	4	2
Fix the fencing and reset the fence posts on the Tennis Court at Crystal Park.	20	1
Remove the corner markers at the Cemetery.	4	1
Clean up old decorations, garbage, leaves and pine needles at the Cemetery	8	1
Groundwork and headstone placement at the Cemetery	40	1

Derrick

Date: 4/22/19

- Meeting with Mike and Ken. 1 hr.
- Fill in low spots and sunken areas of the Cemetery. 5 hr.

Work done that is not on the weekly plan:

- Picked up chainsaw from L & M and a load of black dirt from Hawkinson's pit. 1 hr.
- Cut up downed tree on Keyview Dr/Norberg Dr. intersection. ½ hr.
- Picked up sound system equipment and brought back to the Service Center Garage. ½ hr.

L & M 4/22	1	Repair work on Stihl Chainsaw	#357	Tools	\$55.67
L & M 4/19	1	Battery	#304	Gravelly Lawnmower	\$44.95
L & M 4/24	2	20lbs grass seed bags	#406	Cemetery groundwork	\$55.98
Home Depot 4/25	1	10ft ladder	#357	Tools	\$199
Home Depot 4/25	1	Bag of ear plugs	#357	Tools	\$14.96
Home Depot 4/17	1	Toilet Paper pk.	#680	Service Center Supplies	\$13.98
Home Depot 4/17	6	24pk. Water	#680	Service Center Supplies	\$14.88
Home Depot 4/8	1	10ft garden hose	#609	Town Hall	\$13.48
Home Depot 5/1	2	2x10 12ft boards	#424	Cemetery Mem. Platform	\$29.52
Home Depot 5/1	3	2x4 8ft boards	#424	Cemetery Mem. Platform	\$7.44
Home Depot 5/1	1	4x4 plywood sheet	#424	Cemetery Mem. Platform	\$18.11
Home Depot 4/15	2	¾" nipples	#208	Ditch Pump	\$3.50
Home Depot 4/15	1	Nozzle pack	#208	Ditch Pump	\$8.98

## April 2019

<b>Equipment</b>	<b>Total Hours</b>	<b>Monthly Hours</b>
<b>3500 Dump Truck</b>	18785 miles	336 miles
<b>3500 Pickup Truck</b>	38062 miles	442 miles
<b>Terex ASV</b>	1302.6 hrs	22.1 hrs
<b>E1100 heater</b>	5794 hrs	**
<b>ETQ generator</b>	1102.9	**
<b>Gravelly mower</b>	639.4 hrs	2.9 hrs
<b>JD 920 mower</b>	578.1 hrs.	.2 hrs
<b>JD 1445 tractor</b>	912.8 hrs	6.9 hrs
<b>JD 7130 ditch mower</b>	1143.8 hrs.	**
<b>Vermeer Chipper</b>	322.8 hrs.	**

## Appendix F

### Sexton Duties:

12.A

**1. First point of contact for all questions regarding the Harris Township Cemetery and follow up promptly with responses:**

This position receives calls from people regarding the cemetery, which could be burials, purchasing sites, or from headstone companies.

If somebody calls you regarding a burial, that could come from a family member or the funeral home. If somebody calls in need of a burial you need to ask them when they want the burial to take place first, and then find out if they already have a site. If no site, then you meet with the people at the cemetery so they could pick out a lot. When you do meet somebody at the cemetery, you need to take your black book, the map, and the receipt book. Sometimes people will pay with cash- either way, always use the receipt book.

If the funeral home is arranging the burial and a site is owned, be sure to confirm that the funeral home is collecting the fees and sending to the Township. The funeral home will then mail the disposition papers along with a check for the burial to the Sexton.

If the family is coordinating the burial, you will need to collect payment and either disposition papers or a copy of the death certificate for the burial before you can confirm and authorize Derrick to do the work preparing the site.

If someone just wants to purchase a site you also need to meet them at the cemetery and bring the black book, map, and receipt book. Let them chose a site to their liking and then verify the location is available using the map and correlating with the black book. On the receipt always write the site description on the receipt and whoever they wish the owner or the site to be on the Deed, also retain a full address and phone number. The top copy of the receipt goes to the purchaser, the 2<sup>nd</sup> copy goes to the Treasurer with the payment and the final copy stays in the book for the Sexton records.

If you get a call from a headstone company, which could be Duluth Monument or Northland Monument, (the most common used by our residents). When people purchase a headstone, those companies need to come in and set up the stone. Those calls also need to be relayed to Derrick as he marks the site for them to lay the stone. He does not set the stones himself, only marks them.

If the family is working with veteran services, the veteran's stones Derrick will lay. Those may be sent directly to the service center.

You also might get calls from people wanting to sell their sites back to the township. If that occurs their request needs to be in writing and sent to our service center address. They also need to provide a copy of the deed with that request. If they don't have the deed etc. it is their responsibility to get a new one from the recorders office. The deed tells us how much this site cost them at the time of purchase. No deed = no sale. This is subject to Board approval and must be verified that no one has been placed in the site. Our recording fee currently is \$46.00, which is subtracted from the amount paid back to the seller. That letter of buy back request, the owners Deed and the newly drafted buy back Deed all go to the board for approval at the next regular meeting. The Sexton has to re-file a deed giving ownership back to the township, and this also has to be filed with the recorder's office. The Sexton must also notify

**4. Deed preparation, Sale, Recording, Filings and follow up with notifications of such with Board, Maintenance team, and Purchaser.**

If the family doesn't have a site, they will need to purchase a site. you meet at the cemetery, take the black book, map, and receipt book. The family usually has some idea of where they want to be (section 3 is open, section 1 and 2 are touch and go, as one could hold a cremation in those sections).

You need to take the map and verify space availability. Some families might want 1 site or more than a site. When that occurs you need the receipt book, and take the payment at the cemetery. People can purchase up to four on one deed, but if it's more than 4, then another deed and recording fee of \$46 has to be completed. Each deed recording fee is \$46. They are family owned sites, you do not need to draft a Deed for each family member, advise them to set an owner and have copies of the Deed with each family member that plans to be placed in our cemetery.

Once you have completed that at the cemetery, then you need to come back to the hall and follow up with the format and receipt. You need to put the lot, block section, site, home address, and phone number on receipt copy. These dates get recorded in the black book, you make up a card, and place in the Rolodex, and a make up a card for Derrick, and put that in his folder in the Town Hall.

If the card is already in the Rolodex you just add to the record on that card, and then let Derrick know. The 2<sup>nd</sup> copy in the receipt book goes to the Treasurer with the money collected. Derrick has full set of books just like the Sexton does. You then prepare the deed, which goes on the next board agenda just for signature purposes only, as the board does not need to approve that. Once the deed is signed by the board the original is mailed or dropped off at the recorder office. They record it and stamp and mail it back to the service center with a bill. The recorder department then bills \$46 for the recording fee back to the township. The recorder will send an invoice with the original deed back to the township. You need to make a copy of the deed, put it in the bottom drawer of the black file cabinet. The original gets mailed to the owner. Provide a copy of the invoice to the Treasurer and note who it was for.

Disposition papers - when someone dies or someone is getting buried, we will either get a disposition paper or certificate of death from the family or funeral home, along with the check. Make a copy of both give a copy to Becky with the check. If you get a certificate of burial you treat it the same way. If owner provides an original death certificate, make a copy of the death certificate, and get the original back to the family.

Record Burial – Mark the burial in the black book, one section for purchase and one section of who is buried. Place the disposition papers or death certificate in the box in the bottom black drawer.

How to mark an online system –Any changes or updates to burials or purchases need to be updated to the website. Once you have completed deeds etc. you need to go into the online system and mark the site off in the online system. It is in the Documents/Cemetery/Kati. All are broken up into sections 1, 2, and 3. From there each block is also separated. Update it in the word format and save back to its original location. Log in the website admin, go to the cemetery tabs and remove the block you are updating then upload the correct block to the correct file location. This does not need to be in PDF format, I have them all in Word so that they are easy to update and you do not need to reformat each time you have to update a block.

From: Sarah Carling sarah.carling@cedausa.com  
Subject: Requesting a meeting with you and CEDA/IEDC  
Date: May 8, 2019 at 8:49:44 AM  
To: supervisorchtp@gmail.com

12.3

Dear Ms. Clayton:

I would like to take a minute to introduce myself. My name is Sarah Carling I work with Community and Economic Development Associates (CEDA) and we are in a partnership with Itasca County and Itasca Economic Development Corporation (IEDC). I am emailing you today to request a few minutes of your time. I would like to meet face to face to have a proper introduction as we are excited to be working in your community. I will also be inviting Tamara Lawney, the President of IEDC to the meeting as well. Below you will find available meeting dates and times. Please note that this times are 1st come. If you could please let me know which date and time work best for your schedule that would be greatly appreciated.

Meeting Times:

May 21st: 12:30p- 5pm

May 30th: 2pm-5pm

June 5th- 12:30-3:00pm

June 6th: Open all day

\*We are looking for an hour of your time.

Thank you for your time and I look forward to meeting and working with you soon.

Regards,



Sarah Carling  
*Community and Business Development  
Specialist*  
**Community and Economic  
Development Associates**



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

M 0	1 Billing Period	2 Advertiser/Client Name
	04/2019	HARRIS TOWNSHIP
	23 Total Amount Due	Unapplied Amount
	2722.06	
	21 Current Net Amount Due	22 30 Days
	2235.96	486.10
		30 Days
		.00
		Over 90 Days
		.00
	4 Page Number	5 Billing Date
	1	04/30/19
	6 Billed Account Number	7 Advertiser/Client Number
	3017010	SHAPE. 3017010

8 Biller 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

Get your statement faster! To 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/Charge	15 SAU Rate	16 Time/Rate	17 Gross Amount	18 Net Amount
		BALANCE FORWARD				486.10
04/14/19	257934	DOCUMENT 00 11 13 ADVE	1.0X11.00	2		
	LEGAL	GRHR	11.00	0.00	240.36	240.36
04/21/19	256068	APPOINTED TREASURER	2X 4.00	6		
	CLDIS	GRHR	8.00	14.00	687.00	687.00
04/28/19	259128	MAILING ADDRESS NOTICE	2X 2.00	5		
	RPCI	GRHR	4.00	14.15	277.60	277.60
04/28/19	259130	EQUALIZATOIN FOR HARRIS	3.0X 5.00	5		
	RPCI	GRHR	15.00	0.00	900.00	900.00
04/28/19	262733	APPOINTED CLERK	3.0X 3.00	1		
	CLDIS	GRHR	9.00	14.00	131.00	131.00

Statement of Account - Aging of Past Due Amounts

Due date: 05/15/19

21 Current Net Amount Due	22 30 Days	23 60 Days	24 Over 90 Days	25 Unapplied Amount	26 Total Amount Due
2235.96	486.10	0.00	0.00		2722.06

APG Media of MN

\* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

24 Invoice Number	25 Billing Period	6 Billed Account Number	7 Advertiser/Client Number	2 Advertiser/Client Name
04193017010	04/2019	3017010	3017010	HARRIS TOWNSHIP



PO Box 480  
212 SE 10th Street  
Grand Rapids, MN 55744  
Phone: (218) 326-9637  
Fax: (218) 326-9638

INVOICE  
NO.  
21571

**Customer:**  
HARRIS TOWNSHIP  
C/O BECKY ADAMS  
20876 WENDIGO PARK RD  
GRAND RAPIDS, MN 55744

**Job: 1911**  
2019 HARRIS TWP ROAD GRADING

INVOICE DATE	INVOICE NO.	CUSTOMER NO.	PAYMENT TERMS.	CONTRACT NO.
5/17/2019	21571	HAR005	On Rcpt	

QUANTITY (HRS)	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
13.5	5/6/19 & 5/7/19 GRADING ROADS	140.00	1,890.00 *

Payment due upon receipt. Invoices over 30 days will be subject to 1.5% finance charge.

**TOTAL AMOUNT DUE \$1,890.00**

\* means item is non-taxable



For questions, call 1-800-603-6000

Summary Bill

HARRIS TOWNSHIP

Bill Date: May 1, 2019
Account Number: 218 Z01-0062 881

Page 2

SUMMARY OF ACCOUNTS

Table with columns: ACCOUNT, ACCOUNT CODE, ORDER ACT., TOTAL. Rows include account numbers 218Z010062, 2183266190, 2183270080, 2183271864, 2183275494 and their corresponding codes and totals.

SUMMARY OF SERVICES

Table with columns: QUANTITY, SERVICES, CODE. Lists various services like CHOICE BUSINESS PRIME, Extended Area Service, 3-Way Calling, Call Forwarding, MEAS BUSINESS NO ALLOWANCE, Non-Listed Service, Non-Published Service, Last Call Return, Non-Telecom Svc Surocharge with their respective codes.

SUMMARY OF TRANSFERRED BALANCE

Table with columns: ACCOUNT, AMOUNT. Lists transferred balances for accounts 218 327-5494, 218 327-1864, 218 327-0080, 218 326-6190, 218 326-6190 and a total transferred balance of 191.84.



60% OF SMALL FIRMS THAT ARE HACKED GO OUT OF BUSINESS WITHIN 6 MONTHS.\*  
WE'LL HELP MAKE SURE YOUR BUSINESS ISN'T ONE OF THEM.

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Online  
Backup



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Archiving &  
Discovery



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Endpoint  
Protection



McAfee® Web  
Browsing  
Protection



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Call 800.577.2565 Hablamos español 877.908.0253



\*Source: Fire Eye Inc - Big Threats for Small Businesses: Five Reasons Your Small or Midsize Business is a Prime Target for Cybercriminals.

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[centurylink.com/accountcontrol](http://centurylink.com/accountcontrol)

Call 866.336.2383 Hablamos español 877.908.0253  
Click [centurylink.com/accountcontrol](http://centurylink.com/accountcontrol)

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For questions, call 1-800-603-6000

HARRIS TOWNSHIP

Bill Date: May 1, 2019  
Account Number: 218 326-6190 657

Page 2

LOCAL SERVICE

MONTHLY SERVICE-MAY 1 THRU MAY 31  
(INCLUDES EAS CHARGES)

ITEM RATE MONTHLY CHARGE

66.07

OPTIONAL SERVICES

These services are provided at your request and include your basic telephone service as well as services that are not required as part of your basic telephone service.

1	CHOICE BUSINESS PRIME		
1	Extended Area Service	40.00	40.00
* 1	3-Way Calling	1.58	1.58
* 1	Call Forwarding	6.00	6.00
1	Non-Listed Service	6.00	6.00
* 1	Last Call Return	4.00	4.00
* 1	Non-Telecom Svc Surcharge	6.60	6.60
		2.99	2.99

EXTENDED AREA SERVICE

YOUR MONTHLY SERVICE CHARGE INCLUDES CHARGES FOR EXTENDED AREA SERVICE (EAS). FOLLOWING IS THE DETAIL OF YOUR CHARGES FOR EAS BY EXCHANGE.

326-6190			
Coleraine	.40	Deer River	.43
Hill City	.23	Jacobson	.11
Marble	.24	Warba	.17

TAXES, FEES & SURCHARGES

The following charges are billed at the request of local, state and Federal government and/or to support government programs. For additional information, visit our website at www.centurylink.com.

FEDERAL UNIVERSAL SERV FUND	1.42
TELE-RELAY, 9-1-1, & TELEPHONE ASSISTANCE PLAN SURCHARGES	1.03
FEDERAL TAX	2.12
STATE TAX	5.16
FEDERAL ACCESS CHARGE++	5.07
ACCESS RECOVERY CHARGE+++	2.50

++ Federal Access Charge is a per line fee authorized by the FCC to cover the cost of providing access to the telephone network.

+++ This charge is a per line fee authorized by the FCC to recover carrier fees and costs of providing access to the telephone network.

TOTAL CENTURYLINK SERVICE(S) \$83.37

ADJUSTMENTS

The charges or credits below are applied in the Summary on page 1 of your bill. The following detail is for information only.

ADJUSTMENTS APPLIED-CENTURYLINK LOCAL		
APR 04	TRANSFER FROM 218 Z01-0062	60.57%
APR 04	TRANSFER FROM 218 Z01-0062	22.80%



HARRIS TOWNSHIP

Bill Date: May 1, 2019  
Account Number: 218 327-0080 040

For questions, call 1-800-603-6000

Page 2

LOCAL SERVICE	ITEM RATE	MONTHLY CHARGE	
MONTHLY SERVICE-MAY 1 THRU MAY 31 ESSENTIAL SERVICES <i>These services are necessary for you to use your telephone.</i>			23.31
1 MEAS BUSINESS NO ALLOWANCE	23.31	23.31	

**LOCAL USAGE**  
**LOCAL USAGE CALLS FOR 327-0080**  
 NO USAGE THIS BILLING PERIOD

**TAXES, FEES & SURCHARGES**  
*The following charges are billed at the request of local, state and Federal government and/or to support government programs. For additional information, visit our website at www.centurylink.com.*

FEDERAL UNIVERSAL SERV FUND	1.42
TELE-RELAY, 9-1-1, & TELEPHONE ASSISTANCE PLAN SURCHARGES	1.03
FEDERAL TAX	.97
STATE TAX	2.21
FEDERAL ACCESS CHARGE++	5.07
ACCESS RECOVERY CHARGE+++	2.50

++ Federal Access Charge is a per line fee authorized by the FCC to cover the cost of providing access to the telephone network.  
 +++ This charge is a per line fee authorized by the FCC to recover carrier fees and costs of providing access to the telephone network.

---

**TOTAL CENTURYLINK SERVICE(S)** **\$36.51**

---

**ADJUSTMENTS**  
*The charges or credits below are applied in the Summary on page 1 of your bill. The following detail is for information only.*

ADJUSTMENTS APPLIED-CENTURYLINK LOCAL	
APR 04 TRANSFER FROM 218 201-0062	34.34%

**FOR YOUR INFORMATION**

Charges for your monthly service are billed one month in advance. CenturyLink should receive your payment for the total amount due on or before the due date on your bill. If you are unable to pay by the due date, please contact Customer Service to avoid possible collection action. In some states you may be assessed a charge for unpaid balances. 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 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



For questions, call 1-800-603-6000

HARRIS TOWNSHIP

Bill Date: May 1, 2019
Account Number: 218 327-1864 419

Page 2

LOCAL SERVICE

MONTHLY SERVICE-MAY 1 THRU MAY 31
ESSENTIAL SERVICES

These services are necessary for you to use your telephone.
1 MEAS BUSINESS NO ALLOWANCE

ITEM RATE MONTHLY CHARGE
23.31 23.31 28.31

OPTIONAL SERVICES

These services are provided at your request and include your basic telephone service as well as services that are not required as part of your basic telephone service.
1 Non-Published Service

5.00 5.00

LOCAL USAGE

LOCAL USAGE CALLS FOR 327-1864
NO USAGE THIS BILLING PERIOD

TAXES, FEES & SURCHARGES

The following charges are billed at the request of local, state and Federal government and/or to support government programs. For additional information, visit our website at www.centurylink.com.

FEDERAL UNIVERSAL SERV FUND 1.42
TELE-RELAY, 9-1-1, & TELEPHONE ASSISTANCE PLAN SURCHARGES 1.03
FEDERAL TAX 1.12
STATE TAX 2.55
FEDERAL ACCESS CHARGE++ 5.07
ACCESS RECOVERY CHARGE+++ 2.50

++ Federal Access Charge is a per line fee authorized by the FCC to cover the cost of providing access to the telephone network.

+++ This charge is a per line fee authorized by the FCC to recover carrier fees and costs of providing access to the telephone network.

TOTAL CENTURYLINK SERVICE(S)

\$42.00

ADJUSTMENTS

The charges or credits below are applied in the Summary on page 1 of your bill. The following detail is for information only.

ADJUSTMENTS APPLIED-CENTURYLINK LOCAL
APR 04 TRANSFER FROM 218 Z01-0062

39.81

FOR YOUR INFORMATION

Charges for your monthly service are billed one month in advance. CenturyLink should receive your payment for the total amount due on or before the due date on your bill. If you are unable to pay by the due date, please contact Customer Service to avoid possible collection action. In some states you may be assessed a charge for unpaid balances. 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 Summary may include both basic and charges that are not basic.



For questions, call 1-800-603-6000

HARRIS TOWNSHIP

Bill Date: May 1, 2019
Account Number: 218 327-5494 370

Page 2

LOCAL SERVICE

Table with columns: ITEM RATE, MONTHLY CHARGE. Row 1: MONTHLY SERVICE-MAY 1 THRU MAY 31 ESSENTIAL SERVICES, 23.31. Row 2: 1 MEAS BUSINESS NO ALLOWANCE, 23.31, 23.31.

LOCAL USAGE

LOCAL USAGE CALLS FOR 327-5494
NO USAGE THIS BILLING PERIOD

TAXES, FEES & SURCHARGES

The following charges are billed at the request of local, state and Federal government and/or to support government programs. For additional information, visit our website at www.centurylink.com.

Table with columns: Description, Amount. Rows include: FEDERAL UNIVERSAL SERV FUND (1.42), TELE-RELAY, 9-1-1, & TELEPHONE ASSISTANCE PLAN SURCHARGES (1.03), FEDERAL TAX (.97), STATE TAX (2.21), FEDERAL ACCESS CHARGE++ (5.07), ACCESS RECOVERY CHARGE+++ (2.50).

++ Federal Access Charge is a per line fee authorized by the FCC to cover the cost of providing access to the telephone network.

+++ This charge is a per line fee authorized by the FCC to recover carrier fees and costs of providing access to the telephone network.

TOTAL CENTURYLINK SERVICE(S) \$36.51

ADJUSTMENTS

The charges or credits below are applied in the Summary on page 1 of your bill. The following detail is for information only.

Table with columns: Description, Amount. Row: APR 04 TRANSFER FROM 218 Z01-0062, 34.32.

FOR YOUR INFORMATION

Charges for your monthly service are billed one month in advance. CenturyLink should receive your payment for the total amount due on or before the due date on your bill. If you are unable to pay by the due date, please contact Customer Service to avoid possible collection action. In some states you may be assessed a charge for unpaid balances. 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 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





Harris Township

EMF

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

Invoice Date 5/07/2019  
Invoice Number 22277696

Page: 1 of 1

	item	summary
Harris Township		
<b>G391 - Grounds Laborer</b>		
Merwin, Aaron Wayne		
5/05/2019 Regular Time 32.00 hours @ \$16.28 per hour	\$520.96	
Job Subtotal: G391 - Grounds Laborer		\$520.96
<b>G795 - Caretaker</b>		
Vetsch, Bryanna		
5/05/2019 Regular Time 5.00 hours @ \$19.50 per hour	\$97.50	
Job Subtotal: G795 - Caretaker		\$97.50

Invoice Total \$618.46

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



Account Number	22810565
Invoice Number	22277696
Invoice Date	5/07/2019
Amount Due	\$618.46
Due Date	5/17/2019

PDF

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

000000022277696

00000000142695

00061846





**Grand Rapids Public Utilities Commission**  
 500 SE 4th Street  
 Grand Rapids, MN 55744  
 (218) 326-7024

**UTILITY STATEMENT**

914353

ACCOUNT NUMBER 506635-104896 ZONE 4-022 STATEMENT DATE 05/02/2019  
 CUSTOMER NAME Harris Township Hall ROUTE 022  
 SERVICE ADDRESS S Hwy 169 & Lakeview Dr Grand Rapids DUE DATE 05/17/2019

Averages For Billing Period	This Year	Last Year
Electric/kWh per day	0.0	0.0
Cost Per Day	\$0.00	\$0.00
Water/gallons per day	0.0	0.0
Cost Per Day	\$0.00	\$0.00

PLEASE NOTE ADDRESS CHANGE TO:  
 500 SE 4TH ST  
 Visit our website to pay your bills electronically  
 @ www.grpuc.org or call 1-855-456-5158

**Terms of Payment**

- All billing statements are due and payable on or before the Due Date. Bills not paid by the Due Date will be subject to a late payment charge on the total amount due which is the greater of 1.5% (18% annually) or a minimum charge of \$1.00.

**Make Checks Payable to G.R.P.U.C.**

When you provide a check as payment, you authorize us either to use information from your check to make a one-time Electronic Fund Transfer from your account or to process the payment as a check transaction. When we use information from your check to make an Electronic Fund Transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.

**In Case Of An Emergency, Telephone:**

Monday-Friday, 8:30 a.m. - 4:30 p.m. (218) 326-7024  
 After hours, weekends and holidays .....(218) 326-4806

Previous Balance 15.98  
 Check Payment 04/15/2019 (15.98)CR

Balance Forward \$0.00

Current Charges  
 Electric 15.98

Total Current Charges: \$15.98

Current Account Balance: \$15.98

**Amount Due \$15.98**

See back of statement for details



**Grand Rapids Public Utilities Commission**  
 500 SE 4th Street  
 Grand Rapids, MN 55744  
 (218) 326-7024

**UTILITY STATEMENT**

Statement Date: 05/02/2019

Harris Township Hall  
 ATTN: Treasurer  
 20876 Wendigo Park Rd  
 Grand Rapids MN 55744

Account Number	506635-104896
Statement Number	914353
Due Date	05/17/2019
Amount Due	\$ 15.98
Amount Paid	

Return this portion with Payment



**Grand Rapids Public Utilities Commission**  
 500 SE 4th Street  
 Grand Rapids, MN 55744  
 (218) 326-7024

**UTILITY STATEMENT**

914354

ACCOUNT NUMBER 506636-104896 ZONE 4-022 STATEMENT DATE 05/02/2019  
 CUSTOMER NAME Harris Township Hall ROUTE 022  
 SERVICE ADDRESS S Hwy 169 Harbor Hts Rd/Wldd PkRd Grand Rapids DUE DATE 05/17/2019

Averages For Billing Period	This Year	Last Year
Electric/kWh per day	0.0	0.0
Cost Per Day	\$0.00	\$0.00
Water/gallons per day	0.0	0.0
Cost Per Day	\$0.00	\$0.00

Previous Balance 15.98  
 Check Payment 04/15/2019 (15.98)CR

PLEASE NOTE ADDRESS CHANGE TO:  
 500 SE 4TH ST  
 Visit our website to pay your bills electronically  
 @ www.grpuc.org or call 1-855-456-5158

Balance Forward \$0.00

Current Charges  
 Electric 15.98

**Terms of Payment**

- All billing statements are due and payable on or before the Due Date. Bills not paid by the Due Date will be subject to a late payment charge on the total amount due which is the greater of 1.5% (18% annually) or a minimum charge of \$1.00.

**Make Checks Payable to G.R.P.U.C.**

When you provide a check as payment, you authorize us either to use information from your check to make a one-time Electronic Fund Transfer from your account or to process the payment as a check transaction. When we use information from your check to make an Electronic Fund Transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.

**In Case Of An Emergency, Telephone:**

Monday-Friday, 8:30 a.m. - 4:30 p.m. (218) 326-7024  
 After hours, weekends and holidays .....(218) 326-4806

Total Current Charges: \$15.98

Current Account Balance: \$15.98

**Amount Due \$15.98**

See back of statement for details



**Grand Rapids Public Utilities Commission**  
 500 SE 4th Street  
 Grand Rapids, MN 55744  
 (218) 326-7024

**UTILITY STATEMENT**

Statement Date: 05/02/2019

Harris Township Hall  
 ATTN: Treasurer  
 20876 Wendigo Park Rd  
 Grand Rapids MN 55744

Account Number	506636-104896
Statement Number	914354
Due Date	05/17/2019
Amount Due	\$ 15.98
Amount Paid	

Return this portion with Payment



**Grand Rapids Public Utilities Commission**  
 500 SE 4th Street  
 Grand Rapids, MN 55744  
 (218) 326-7024

**UTILITY STATEMENT**

914425

ACCOUNT NUMBER 516221-104896 ZONE STATEMENT DATE 05/02/2019  
 CUSTOMER NAME Harris Township Hall ROUTE 022  
 SERVICE ADDRESS Crystal Sp Rd & S Hwy 169 Grand Rapids DUE DATE 05/17/2019

Averages For Billing Period	This Year	Last Year
Electric/kWh per day	0.0	0.0
Cost Per Day	\$0.00	\$0.00
Water/gallons per day	0.0	0.0
Cost Per Day	\$0.00	\$0.00

Previous Balance 15.98  
 Check Payment 04/15/2019 (15.98)CR

PLEASE NOTE ADDRESS CHANGE TO:  
 500 SE 4TH ST  
 Visit our website to pay your bills electronically  
 @ www.grpuc.org or call 1-855-456-5158

Balance Forward \$0.00

Current Charges  
 Electric 15.98

**Terms of Payment**

- All billing statements are due and payable on or before the Due Date. Bills not paid by the Due Date will be subject to a late payment charge on the total amount due which is the greater of 1.5% (18% annually) or a minimum charge of \$1.00.

Total Current Charges: \$15.98

**Make Checks Payable to G.R.P.U.C.**

When you provide a check as payment, you authorize us either to use information from your check to make a one-time Electronic Fund Transfer from your account or to process the payment as a check transaction. When we use information from your check to make an Electronic Fund Transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.

Current Account Balance: \$15.98

**Amount Due \$15.98**

See back of statement for details

**In Case Of An Emergency, Telephone:**

Monday-Friday, 8:30 a.m. - 4:30 p.m. (218) 326-7024  
 After hours, weekends and holidays .....(218) 326-4806



**Grand Rapids Public Utilities Commission**  
 500 SE 4th Street  
 Grand Rapids, MN 55744  
 (218) 326-7024

**UTILITY STATEMENT**

Statement Date: 05/02/2019

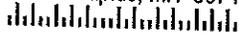
Harris Township Hall  
 ATTN: Treasurer  
 20876 Wendigo Park Rd  
 Grand Rapids MN 55744

Account Number	516221-104896
Statement Number	914425
Due Date	05/17/2019
Amount Due	\$ 15.98
Amount Paid	

Return this portion with Payment

**Hawkinson Sand & Gravel**

P.O. Box 867  
 3000 Rangeline Road  
 Grand Rapids, MN 55744  
 Voice: (218) 326-6681  
 Fax: (218) 326-6682

Harris Township  
 20876 Wendigo Park Road  
 Grand Rapids, MN 55744  


Account No.	Page
400241	1
Statement Date	
04/30/19	

Account Name		
Harris Township		
Statement Date	Account Number	Page
04/30/19	400241	1

To ensure proper credit, please return this portion with your remittance.

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

A finance charge of 1 1/2 % per month (annual percentage rate of 18%) will be charged on all past due accounts

Date	Cd	Ticket	Description	Amount	Balance	
			<b>Beginning Balance:</b>		<b>0.00</b>	
04/13/19	I	SG Invoice		40.25		
04/27/19	I	SG Invoice		167.11		
		<b>Current</b>	<b>31-60 Days</b>	<b>Over 60 Days</b>	<b>Retainage</b>	<b>Balance Due</b>
		207.36	0.00	0.00	0.00	207.36

Reference	Cd	Amount
0413190241	I	
0427190241	I	
		<b>Balance Due</b>
		207.36

# Detailed Tonnage and Charge Report

Order: by Account Name by Material by Pit/Plant Type: All  
From 04/21/2019 to 04/27/2019

Harris Township (400241)		----- Fees -----										
Site	Ticket P.O. Number	Date	Account	Truck	Code	Qty	Per Qty	Per Load	SubTotal	Frght/Add	Taxes	Total Charge
Screened Topsoil (2104)												
Summit Scale (old Brinks Pit) (Summit)												
S	217723	04/22/2019	400241	DUMP	2104	3.760	26.40	0.00	99.26	\$0.00	\$0.00	\$99.26
S	217748	04/24/2019	400241		2104	2.570	26.40	0.00	67.85	\$0.00	\$0.00	\$67.85
		<b>Summit Scale (old Brinks Pit) (Summit)</b>		<b>Loads</b>	<b>Tons</b>	<b>Units</b>	<b>Yards (c)</b>		<b>SubTotal</b>	<b>Frght/Add</b>	<b>Taxes</b>	<b>Total Charge</b>
				2	6.33	0	0.00		167.11	\$0.00	\$0.00	\$167.11
Screened Topsoil (2104) Totals												
				<b>Loads</b>	<b>Tons</b>	<b>Units</b>	<b>Yards (c)</b>		<b>SubTotal</b>	<b>Frght/Add</b>	<b>Taxes</b>	<b>Total Charge</b>
				2	6.33	0	0.00		167.11	\$0.00	\$0.00	\$167.11
Harris Township (400241) Totals												
				<b>Loads</b>	<b>Tons</b>	<b>Units</b>	<b>Yards (c)</b>		<b>SubTotal</b>	<b>Frght/Add</b>	<b>Taxes</b>	<b>Total Charge</b>
				2	6.33	0	0.00		167.11	\$0.00	\$0.00	\$167.11

**Other Account and Payment Information**

**WHEN YOUR PAYMENT WILL BE CREDITED:** For payments by regular mail, please allow 5-7 days for your payment to reach us. Payment must be received in proper form at our processing facility by 5 p.m. local time there to be credited as of that day. All payments received at the processing facility in proper form after that hour will be credited as of the following day. There may be a delay of up to 5 days in crediting a payment sent by mail if it is not in the proper form or is addressed to a location other than the address listed on the return envelope or on the front of the payment coupon, or, for courier or express mail payments, to the Express Mail address set forth in the Express Mail section.

**PROPER FORM** for payments sent by mail or courier.

**For a payment to be in proper form, you should:**

- **ENCLOSE** your check or money order. No cash, gift cards, or foreign currency please.
- **INCLUDE** the last four digits of your account number and name.

**COPY FEE.** We charge \$5 for each copy of a billing statement that dates back 3 months or more. We add the fee to a balance of our choosing. We reserve the right to add this fee to balances subject to a higher annual percentage rate. We waive the fee if your request for the copy relates to a billing error or disputed purchase.

**PAYMENT OTHER THAN BY MAIL:**

- **Online Payments.** Go to the URL on Page 1 of your statement to make a payment. For security reasons, you may not be able to pay your entire New Balance the first time you make a payment online. The payment cutoff time for Online Bill Payments is midnight Eastern time. This means that we will credit your account as of the calendar day, based on Eastern time, that we receive your payment request.

- **Phone.** Call the phone number on Page 1 of your statement to make a payment. We may process your payment electronically after we verify your identity. There is no fee for this service. The payment cutoff time for Phone Payments is midnight Eastern time. This means that we will credit your account as of the calendar day, based on Eastern time, that we receive your payment request.
- **Express Payments.** Send payment by courier or express mail to: Attn: THD Commercial Payment, 6716 Grade Lane, Building 9, Suite 910, Louisville, KY 40213. Payment must be received in proper form, at the proper address, by 5 p.m. Eastern time in order to be credited as of that day. All payments received in proper form, at the proper address, after 5 p.m. Eastern time will be credited as of the next day.
- **In-Store Payments.** For your added convenience, payments can be made at The Home Depot® stores, with no service fee. Any payment in proper form accepted in-store will be credited as of that day. However, credit availability may be subject to verification of funds.

**If you send an eligible check with this payment coupon you authorize us to complete your payment by electronic debit. If we do the checking account will be debited in the amount on the check. We may do this as soon as the day we receive the check. Also the check will be destroyed.**

**REPORT A LOST, STOLEN OR NEVER RECEIVED CARD**

**IMMEDIATELY:** Customer Service is available 24 hours a day, 7 days a week.

**CUSTOMER SERVICE WRITTEN INQUIRY ADDRESS:**

Home Depot Credit Services, P.O. Box 790345, St. Louis, MO 63179

If you are on 60 day payment terms, **Revolving Balance** includes: fees, finance charges, purchases made prior to your 60 day payment terms enrollment date and expired 60 day payment terms balances.

104200

EOLR402A 505B 07 20170507 P0 1 00 7

T16026 - CL - 9186-1400-0002-// NOPLAY -// - 0 - - 23 - 000 -// P - B - 0 - Y -// 0 - - - 0 - 0 -// 12/31/99 - 11/01/03 - April 7, 2019 -// - WC - 0 - 0 - BF N - - - -// 0 - - - TAFB -// Y - na - 80 - 1901S - AEN

THD CRC EN AUG18

**Change of Address**

Please print address changes in blue or black ink.

128 130

**Text2Confirm Pro EASY EXPENSE CONTROL**

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This page intentionally left blank.

409202

**Your Account Details**

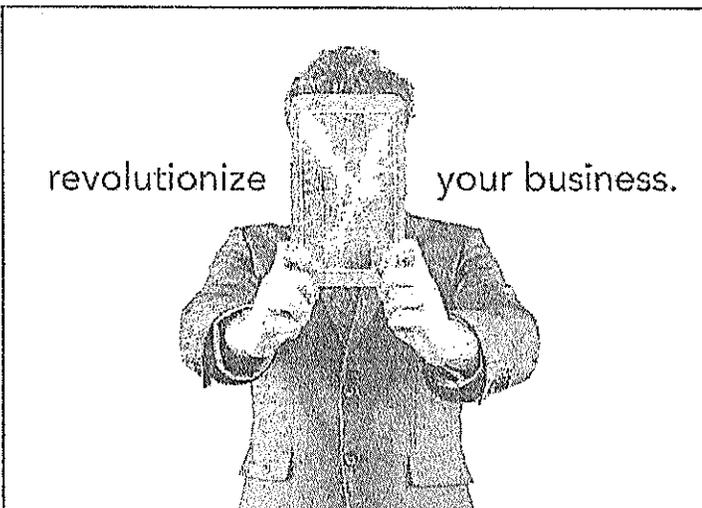
05/08	Previous Balance	\$415.32
04/28	1-Time EFT Payment	-135.94
04/28	1-Time EFT Payment	-271.88
		<hr/>
		\$7.50

**Your Individual Services**

05/18 - 06/17	Business Internet 60/5 Mbps	129.95
05/18 - 06/17	WIFI Basic Service	5.99
05/18 - 06/17	Modem	0.00
		<hr/>
		\$135.94

**Total Due By 05/28/19** **\$143.44**

YOUR FRANCHISE AUTHORITY IS CITY OF GRAND RAPIDS 420 NORTH POKEGAMA AVE, GRAND RAPIDS, MN 56744 FCC COMMUNITY ID: MN0018



Ready to think even bigger?  
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1 Gigabit and more.

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**BUSINESS**

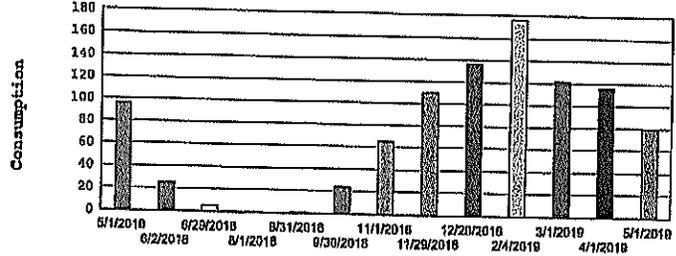




NORTHWEST GAS  
 314 MAIN ST NE - PO BOX 721  
 MAPLETON, MN 56065-0721  
 Toll Free 800-367-6964 or 507-524-4103

Statement Date - 5/8/2019  
 Account Number: 440600.01

HARRIS TOWNSHIP HALL  
 20876 WENDIGO PARK RD  
 GRAND RAPIDS MN 55744



Location: 21998 AIRPORT RD, GRAND RAPIDS Meter No: 19233489

<b>Base Gas Charge-01</b>	<b>Basic Service Charge</b>	<b>Actual</b>	<b>Budget</b>
Current Reading on: 5/1/2019 of 2,874 - Previous Reading on: 4/1/2019 of 2,802 = 72ccf		\$15.00	
72ccf x Pressure Factor of 1.09000 x BTU Factor of 1.02730 = 80 therms @ 0.96000		\$76.80	
Tax		\$6.31	
<b>Purchased Gas-02</b>			
72ccf x Pressure Factor of 1.09000 x BTU Factor of 1.02730 = 80 therms @ -0.16530			
<b>TOTAL CURRENT MONTH BILLING</b>		<del>\$13.22</del>	
<b>PAST DUE BALANCE - PAYABLE UPON RECEIPT</b>		\$84.89	
<b>FINANCE CHARGES</b>		\$195.47	
<b>TOTAL BALANCE DUE</b>		\$2.93	
		<del>\$283.29</del>	

KNOW WHAT'S BELOW CLICK OR  
 CALL BEFORE YOU DIG! DIAL 811  
 OR CALL 1-800-252-1166  
 WWW.GOPHERSTATEONECALL.ORG

**PAYMENTS RECEIVED IN THE LAST 30 DAYS**

DATE	AMOUNT	TYPE	CHECK NO	COMMENT
4/8/2019	\$168.99	EP*		iConnect Payment

TO ASSURE PROPER CREDIT TO YOUR ACCOUNT - PLEASE RETURN THIS PORTION WITH YOUR PAYMENT



- Check here and complete form on reverse side for Address Change Information
- Check here and complete form on reverse side for Automatic Payment Plan information



HARRIS TOWNSHIP HALL

**DUE DATE:** 5/27/2019  
**ACCOUNT NUMBER:** 440600.01

<b>TOTAL BALANCE DUE:</b>	\$283.29
<b>AMOUNT ENCLOSED:</b>	\$

NORTHWEST GAS  
 314 MAIN ST NE - PO BOX 721  
 MAPLETON, MN 56065-0721

**PORTABLE JOHN**

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

MAY 6, 2019

INVOICE #: 101344

**BILL TO:**  
HARRIS TOWNSHIP (BL)  
20876 WENDIGO PARK ROAD  
  
GRAND RAPIDS MN 55744

**UNIT LOCATION:**  
BOAT LANDINGS  
MISHAWAKA, LAPLANT, TROOPTOWN  
  
GRAND RAPIDS, MN

CUSTOMER P.O. #  
JOB #

**DESCRIPTION**  
4/8/2019 - 5/5/2019

**UNITS RENTED**

CONTRACT AGREEMENT (1):	41652	1-REG	\$10.71
CONTRACT AGREEMENT (2):	41653	1-REG	\$10.71
CONTRACT AGREEMENT (3):	41654	1-REG	\$10.71
CONTRACT AGREEMENT (4):			\$0.00
CONTRACT AGREEMENT (5):			\$0.00
DELIVERY CHARGE:			\$0.00
WINTER SERVICE CHARGE:			\$0.00
FUEL SURCHARGE:			\$0.00
SALES TAX:			\$0.00
DAMAGE WAIVER (Non-Taxable):			\$0.00
DEBIT ADJUSTMENT:			\$0.00
CREDIT ADJUSTMENT:			\$0.00

**TOTAL AMOUNT DUE: \$32.13**

**COMMENTS**

TAX EXEMPT / RENTAL AND SERVICE PRO-  
RATED FOR 5 DAYS

*Thank You*

We at Portable John appreciate your business

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

HARRIS TOWNSHIP (BL)

MAY 6, 2019

INVOICE #: 101344

DUE MAY 31, 2019

TOTAL AMOUNT DUE: \$32.13

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: \_\_\_\_\_



# Invoice

Invoice Number: 367030

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055



<b>BILL TO:</b>
Becky Adams Harris Township 20876 Wendigo Park Rd Grand Rapids MN 55744
<b>REMIT PAYMENT TO:</b>
Short Elliott Hendrickson, Inc. NW6262 PO Box 1450 Minneapolis, MN 55485-6262

<b>Pay This Amount</b>	<b>\$6,856.50</b>
Due Date	06-JUN-19
Invoice Date	07-MAY-19
Bill Through Date	27-APR-19
Terms	30 NET
SEH Customer Acct #	1686
Customer Project #	
Agreement / PO #	150144
<b>Project Manager</b>	Bob Beaver bbeaver@sehinc.com 218.322.4500
<b>Client Service Manager</b>	Bob Beaver bbeaver@sehinc.com 218.322.4500
<b>Accounting Representative</b>	Andi Villebro avillebro@sehinc.com 218.322.4500

Project #	Project Name	Project Description
150144	HARRT 2019 Road Improvements	HARRT 2019 Road Improvements

**Notes:**

Service is for the preparation of bidding documents and included; Lakeview entrance topo survey, coordination with Harris Township, plan sheet preparation, on-line bidding documents, technical specs and final plan set.

Thank you

## Task: 1.0 - Design

### Direct

Personnel	Hours	Rate	Amount
Senior Project Engineer	12.00	140.00	\$1,680.00
Survey Crew Chief	2.00	100.00	\$200.00
Staff Engineer	29.75	95.00	\$2,826.25
Lead Technician	16.75	95.00	\$1,591.25
Senior Admin Asslstant	7.00	70.00	\$490.00
	<b>67.50</b>		<b>\$6,787.50</b>

### Reimbursed - Expenses

Expenditure Type	Amount
Equip - Vehicles - Survey Vehicle (Hr)	\$9.00
Equip - Survey and GPS - GPS - Srv Grade (Hr)	\$60.00
	<b>\$69.00</b>

**Task: 1.0 Total: \$6,856.50**



# Invoice

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Invoice Number: 367021



**BILL TO:**

Becky Adams  
 Harris Township  
 20876 Wendigo Park Rd  
 Grand Rapids MN 55744

**REMIT PAYMENT TO:**

Short Elliott Hendrickson, Inc.  
 NW6262  
 PO Box 1450  
 Minneapolis, MN 55485-6262

<b>Pay This Amount</b>	<b>\$411.50</b>
Due Date	06-JUN-19
Invoice Date	07-MAY-19
Bill Through Date	27-APR-19
Terms	30 NET
SEH Customer Acct #	1686
Customer Project #	
Agreement / PO #	147547
Project Manager	Bob Beaver bbeaver@sehinc.com 218.322.4500
Client Service Manager	Bob Beaver bbeaver@sehinc.com 218.322.4500
Accounting Representative	Andi Villebro avillebro@sehinc.com 218.322.4500

Project #	Project Name	Project Description
147547	HARRT 2018 Road Improvements	HARRT 2018 Road Improvements

**Notes:**

Service is for topographic survey on Fieldcrest, site visits to Little Crystal and Fieldcrest with the contractor to determine how to complete the extra work.

Thank you

### Task: 1.0 - Design

**Direct**

**Personnel**

Survey Crew Chief

Staff Engineer

Hours	Rate	Amount
2.00	100.00	\$200.00
1.50	95.00	\$142.50
<b>3.50</b>		<b>\$342.50</b>

**Reimbursed - Expenses**

**Expenditure Type**

Equip - Survey and GPS - GPS - Srv Grade (Hr)

Equip - Vehicles - Survey Vehicle (Hr)

Amount
\$60.00
\$9.00
<b>\$69.00</b>

**Task: 1.0 Total: \$411.50**

**Invoice total: \$411.50**

LAW OFFICE OF SHAW & SHAW

PO BOX 365  
DEER RIVER, MN 56636

# Statement

Date

4/30/2019

Bill To

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

		Terms		Amount Due	
		Due on receipt		\$236.25	
Date	Description	Qty	Rate	Amount	Balance Due
03/31/2019	Balance forward				1,237.50
04/04/2019	E-mail Peggy				1,260.00
04/12/2019	Call Peggy - OSC	0.10	225.00	22.50	1,305.00
04/15/2019	PMT #18204. MARCH BILLING - THANK YOU	0.20	225.00	45.00	1,305.00
				-1,237.50	67.50
04/17/2019	Met with Peggy and Ken	0.75	225.00	168.75	236.25
Current		31-60 Days Past Due		61-90 Days Past Due	
0.00		236.25		0.00	
		Over 90 Days Past Due		Amount Due	
		0.00		\$236.25	

Phone #

218-246-8535



# INVOICE

**Customer ID:**

**19-24146-23001**

**Customer Name:**

HARRIS TOWNSHIP

**Service Period:**

04/01/19-04/30/19

**Invoice Date:**

04/30/2019

**Invoice Number:**

6740525-0412-5

**How To Contact Us**

**Visit [wm.com](http://wm.com)**

To setup your online profile, sign up for paperless statements, manage your account, view holiday schedules, pay your invoice or schedule a pickup



**Customer Service:  
(888) 960-0008**

**Your Payment is Due**

**May 30, 2019**

If full payment of the invoiced amount is not received within your contractual terms, you may be charged a monthly late charge of 2.5% of the unpaid amount, with a minimum monthly charge of \$5, or such late charge allowed under applicable law, regulation or contract.

**Your Total Due**

**\$78.37**

If payment is received after 05/30/2019: **\$ 83.37**

See Reverse for Important Messages

<b>Previous Balance</b>	+	<b>Payments</b>	+	<b>Adjustments</b>	+	<b>Current Charges</b>	=	<b>Total Due</b>
177.82		(177.82)		0.00		78.37		<b>78.37</b>

**Details for Service Location:**

Harris Township, 20876 Wendigo Park Rd, Grand Rapids MN 55744-4682

**Customer ID: 19-24146-23001**

Description	Date	Ticket	Quantity	Amount
2 Yard dumpster service	04/25/19	157652	1.00	60.48
<b>Ticket Total</b>				<b>60.48</b>
Administrative charge				6.50
Mn state solid waste tax 17%				11.39
<b>Total Current Charges</b>				<b>78.37</b>

----- Please detach and send the lower portion with payment ----- (no cash or staples) -----

**Waste Management**  
WASTE MANAGEMENT OF WI-MN  
PO BOX 42390  
PHOENIX, AZ 85080

(888) 960-0008  
HOURS: Mon-Fri 7am-5pm CST

Invoice Date	Invoice Number	Customer ID (Include with your payment)
04/30/2019	6740525-0412-5	19-24146-23001
Payment Terms	Total Due	Amount
Total Due by 05/30/2019	\$78.37	
If Received after 05/30/2019	\$83.37	



0412000192414623001067405250000000783700000007837 8

0063033 01 SP 0.560 \*\*SINGLP T9 1 7120 55744-468276 -C01-P63096-11 345 10500C12

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



WASTE MANAGEMENT OF WI-MN  
PO BOX 4648  
CAROL STREAM, IL 60197-4648

THINK GREEN.

