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

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

harristownshipclerk@gmail.com

Harris Township
SINCE 1909

NEIGHBORS, SHORES & MORE

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

www.harristownshipmn.org

REGULAR BOARD MEETING
SEPTEMBER 9, 2020 at 7:30 pm
AGENDA

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

2. **Approve the Minutes**
   A. Minutes of August 12, 2020 Regular Board Meeting
   B. Minutes of August 24, 2020 CARES Act Work Session
   C. Minutes of September 2, 2020 CARES Act/Variance Request Work Session

3. **Additions and Corrections**

4. **Business from the Floor** *(state your name and address at the podium-5 minutes time limit)*

5. **Consent Agenda**

6. **Roads**
   A. Wagon Wheel Court Road Update/J
   B. 2020 Road Projects Update/J
   C. Road Inspection Update/J
   D. Vacation of Pennala Road (tabled from August 12, 2020 Meeting)/D

7. **Recreation**
   A. FireWise/M

8. **Correspondence**
   A. Minutes of CARES Act Funding Zoom Meeting of August 26, 2020
   B. Minutes of District 11 Regional Zoom Meeting of August 26, 2020
   C. Local Collaborative/Network Marketing Meeting of August 26, 2020

9. **Old Business**
   A. Picnic Table at Casper Landing (tabled from July 8, 2020 Meeting)/K
   B. Schedule CARES Act Fund Work Session/P

10. **New Business**
    A. Open Meeting Law Training/P
    B. CARES Act Fund Expenditures/K
    C. Variance Request-Teresa Devick Update/K
    D. Township Attorney Discussions/K

11. **Treasurer's Report** – dated August 1, 2020
    A. Approve Treasurers Report
    B. Approve the Payment of Bills

12. **Public Input** (state your name and address at the podium-5 minutes time limit)

13. UPCOMING Events/Meetings

September 23, 2020	P and D Meeting	7:30 pm Town Hall
October 14, 2020	Regular Meeting	7:30 pm Town Hall
October 28, 2020	P and D Meeting	7:30 pm Town Hall

14. Adjourn

Prepared by: Peggy Clayton
Peggy Clayton, Acting Clerk

Date: 9/4/2020

Signed by: O'd by KH
Ken Haubrich Chair

Date: 9/5/2020

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Grand Rapids, MN 55744
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2A.

REGULAR BOARD MEETING MINUTES AUGUST 12, 2020

Present: Chair Ken Haubrich, Vice Chair Peggy Clayton, Supervisors Jim Kelley, and Mike Schack; Treasurer Nancy Kopacek. Absent: Supervisor Kortekaas

1. **Pledge of Allegiance** – The Pledge of Allegiance to the flag was conducted, followed by the reading of the township mission statement.

2. **Approve the Minutes**
Minutes of July 8, 2020
A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the minutes of the July 8, 2020 Regular Board Meeting. Motion carried. Absent: Supervisor Kortekaas.

Minutes of July 20, 2020
A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to approve the minutes of the July 20, 2020 Closed Work Session. Motion carried. Absent: Supervisor Kortekaas.

Minutes of August 3, 2020
A motion was made by Supervisor Schack and seconded by Supervisor Clayton to approve the minutes of the August 3, 2020 Closed/Open Work Session. Motion carried. Absent: Supervisor Kortekaas.

Minutes of August 5, 2020
A motion was made by Supervisor Haubrich and seconded by Supervisor Kelley to approve the minutes of the August 5, 2020 Work Session/Meeting. Motion carried. Absent: Supervisor Kortekaas.

3. **Additions and Corrections**
A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to add: Itasca Business Relief-Grant Program under "Business from the Floor as 4B; Robinson Road under "Roads" as 6G; and Mishawaka Landing under "Recreation" as 7C. Motion carried. Absent: Supervisor Kortekaas.

4. **Business from the Floor**
Itasca Business Relief-Grant Program
Rob Sjostrand spoke about the Grant Program, which is available to businesses in Itasca County. Rob wanted to let the township know about this grant opportunity and have us reach out to businesses in the township, and make them aware of this grant opportunity.

Supervisor Clayton will place information on the township FB page. The Board thanked Rob for his information.

Itasca Waters Resolution
Ed Zabinkski, representing Itasca Waters, discussed the Itasca Clean Water Commitment Resolution, and asked Harris Township for their support (of said Resolution) and to partner in the Itasca Clean Water Commitment.

Ed stated that the non-profit group/committee received a grant from the Bush Foundation. The group has studied the waters, and has been calling upon Itasca County Businesses to support and partner in the Itasca Clean Water Commitment. The group has found that businesses, and residents of Itasca County enjoy and use the waters (lakes, rivers and streams), and that the businesses, residents, and visitors all affect the quality of water through their individual and collective behaviors.

Supervisors recognized the need for our waters to be free and clear of invasive species, but also asked how clean the waters should be? Would this Resolution affect and prevent the use of waters for boating, swimming, recreation, pets, etc. Supervisors also do not want to see regulations placed on our waters which would prevent the use (of waters).

Ed stated that the Resolution will provide for an awareness of our waters, and the necessary leadership to maintain our clean water. Pokegama Lake Association also supports said Resolution, as per Ed.

A motion was made by Supervisor Haubrich and seconded by Supervisor Kelley to table this item to the August 26, 2020 P and D Meeting. Motion carried. Absent: Supervisor Kortekaas

5. Consent Agenda
Cemetery Deed, Troy and Maria Dumke
Appendix J Compensation

A motion was made by Supervisor Kelley and seconded by Supervisor Clayton to approve the Consent Agenda, as delineated above. Motion carried.

6. Roads
Vacation of Pennala Road

Supervisor Kortekaas was absent from the meeting.

A motion was made by Supervisor Kelley and seconded by Supervisor Haubrich to table this item to the September 9, 2020 Regular Meeting. Motion carried.

2020 Road Projects Update
Supervisor Kelley reported that Tolerick Road is almost completed. Subcutting is done and culverts have been installed. Tolerick will be sealed now, and then paved a few years out. Extra excavation is necessary, therefore, Tolerick will be slightly over budget. Supervisor Kelley will provide an update at the August 26. 2020 P and D Meeting regarding the corner road repair on Tolerick.

Work on Sunny Lane will begin by the end of August 2020.

SEH – Township Road Projects Supervision
Supervisor Kelley stated that SEH has inquired about supervision and oversight of the projects.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve a budget not to exceed $5,000 for supervisor and oversight of projects. Motion carried. Absent: Supervisor Kortekaas.

Road Inspection of August 2, 2020
Supervisor Kelley reviewed the August 2nd, 2020 Road Inspection with the Board.

A motion was made by Supervisor Clayton and seconded by Supervisor Schack to approve the August 2, 2020 Road Inspection Report. Motion carried. Absent: Supervisor Kortekaas.

Road Inspection of August 8, 2020
Supervisor Kelley stated that he completed road inspections after the storm. Fallen trees, etc were removed by Maintenance.

A motion was made by Supervisor Haubrich and seconded by Supervisor Schack to approve the August 8, 2020 Road Inspection Report. Motion carried. Absent: Supervisor Kortekaas.

Stony Point Turnaround/Easement
Supervisor Haubrich stated that a meeting was held on August 5, 2020 with constituents of Stony Point, to discuss the recent Annexation of the unorganized portion of Stony Point, and the possibility of a turnaround.

After discussions and meeting at Stony Point, the Board and constituents were in agreement with a location for a turnaround, with the possibility of a street light. All costs will be paid for by Harris Township.

A motion was made by Supervisor Clayton and seconded by Supervisor Schack to move forward with a survey, and going out for bids for turnaround, cost for an easement, plus the cost of attorney fees, and removal of trees as necessary. Motion carried. Absent: Supervisor Kortekaas.

Supervisor Clayton will provide the minutes of the August 5, 2020 Stony Point Meeting, as well as the approved minutes of the August 12, 2020 Regular Meeting to Karin Grandia, Highway Engineer, so the county can place Stony Point Road back on the snowplow contract, moving forward.

Robinson Road
Supervisor Kelley reported receiving a call on a washout on Robinson Road. Supervisor Kelley will look at the road and provide an update at the August 26, 2020 P and D Meeting.

7. Recreation
Mowing
Supervisor Schack reported that maintenance has been mowing ditches. Supervisor Schack asked the public to please drive slowly when you see maintenance working on the sides of township roads.

FireWise
Supervisor Schack reminded the public that they can still complete FireWise forms and get them to him. When completing forms, please include the hours involved in clearing branches, etc from around your homes, and by driveways. You can obtain this form or returned your completed form to Mike Schack at: supervisorehtp@gmail.com.

Mishawaka Landing
Supervisor Kelley received a call from DNR regarding damages constituents had (broken axle, and fender damages) due to the shape of the dock at the landing. DNR will be adding planks to the dock, at no charge to the township. Discussion followed. The Township does not have a Joint Powers Agreement in Place with the DNR.

8. Correspondence
Network Marketing/Local Collaborative Minutes of July 22, 2020 Meeting
Supervisor Clayton reviewed the Minutes of the Network Marketing Meeting of July 22, 2020 with the board. The group had not met since February 2020. This meeting was very informative with regard to the CARES Act Funding.

CARES Act Funding Zoom Meeting of August 4, 2020
Supervisor Clayton provided a brief overview of the August 4, 2020 Zoom Meeting. CARES Act Reporting was discussed. Supervisor Clayton will work with Treasurer Kopacek regarding reporting, and CTAS coding.

9. Old Business
Boat Landing Email

An email thanking the Board for their maintenance on boat landings, was received and read.

Town Hall Flooring Update
Supervisor Clayton provided an updated on the kitchen, bathroom flooring. Some of the products for the installation have not yet been received by Dorholt. Once products come in, a date will be scheduled for installation.

Lakeview Drive Email
Supervisor Haubrich responded to a second email received on Lakeview Drive. A township supervisor did look at the property in question and Supervisor Haubrich made mention that there could be a violation of one or more zoning codes. Supervisor Haubrich stated that Environmental Services had looked at the property and determined there were no code violations.

Township Association Meeting Update
Supervisor Clayton reported that Blandin Foundation is looking at not opening back up until after the first of the year. Township Association Meetings will not be taking place until after the first of the year, unless another location is found, or Zoom Meetings are held.

10. New Business
August 26, 2020 District 11 Zoom Meeting Posting

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the posting of the District 11 Zoom Meeting on August 26, 2020 at 6:00 pm. Motion carried. Absent: Supervisor Kortekaas.

Conditional Use Permit (Precision Pipeline) Update
Dan Butterfield, representing the Planning Commission and Board of Adjustment, updated the Board on the 2:00 pm public hearing on the CUP (Precision Pipeline/Hawkinson Construction). Dan stated that the "24/7" access on the property was questioned by the Planning Board and Constituents. Ingress and egress was also a concern.

The Planning Commission did approve the CUP, contingent upon the cement trucks hauling to take place between the hours of 6:00 am and 6:00 pm, 6 days a week.

CARES Act Grant Agreement
Supervisor Clayton stated that a CARES Act Grant is available to Itasca County municipalities for voting process expenses, staffing, additional COVID training, and supplies (PPE, signs, and other election related materials) A Grant Agreement (included) must be approved and returned to the Auditor Department by September 4, 2020. Once the state receives the Grant Agreements from the County, funds will be disbursed. Harris Township will receive $1,492.33. Reports will need to be completed and submitted to the County by November 12, 2020.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve and sign the Grant Agreement. Motion carried. Absent: Supervisor Kortekaas.

Schedule CARES Act Funding Work Session
Supervisor Clayton advised the Board that a work session should be scheduled to finalize CARES Act Funding. The certification agreement has been faxed, so funds will be sent out to the Township. Once funds are received, the township needs to complete a report and submit it, on what we will be purchasing, etc.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to schedule a CARES Act Funding work session for Monday, August 24, 2020 at 7:00 pm at the Harris Town hall. Motion carried. Absent: Supervisor Kortekaas.

11. Treasurer's Report
Approve Treasurers Report

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the

July 1, 2020 Treasurers Report in the amount of $1,792,338.50. Motion carried. Absent: Supervisor Kortekaas.

Approve the Payment of Bills
A motion was made by Supervisor Schack and seconded by Supervisor Haubrich to approve the payment of claims #19510 through #19531, and EFTs #08122001 through #08122006. Motion carried. Absent: Supervisor Kortekaas.

Treasurer Kopacek updated the Board on the "Dust B Gone" Invoice(s). Dust B Gone has been charging sales tax, but the township is tax exempt. The township is able to go back 3-1/2 years on invoices, and request a refund on sales taxes which were charged against the township, and which will total approximately $2,400.00. Nancy will move forward on processing.

Wipfli
Treasurer Kopacek asked the board if they had any questions on the end of year audit report. Supervisor Haubrich asked about the capitalization policy for capital assets. Nancy will follow up on the township requirements. Supervisor Clayton asked about the "lack of segregation of accounting funds" also mentioned in the report. Nancy will follow up with WipFli and also Lucinda with MAT/CTAS.

12. Public Input
Dan Butterfield updated the Board on information received via the latest Itasca County Board Meeting. The County will be purchasing the Vanity Cleaners building, to make way for the County Jail. Dan stated that the purchase cost was $200,000 but feels that at the end of the day (new location for the cleaners, etc) costs could exceed $750,000. Dan also stated that county budget meetings have begun.

13. UPCOMING Events/Meetings

August 24, 2020	CARES Act Work Session	7:30 pm Town Hall
August 26, 2020	District 11 Zoom Meeting	6:00 pm (virtual)
August 26, 2020	P and D Meeting	7:30 pm Town Hall
September 9, 2020	Regular Meeting	7:30 pm Town Hall

14. Adjourn
There being no further business to come before the board, a motion was made by Supervisor Clayton and seconded by Supervisor Kelley to adjourn the meeting at 8:50 pm.

Prepared by:_____
Peggy Clayton, Acting Clerk

Signed by:_____
Ken Haubrich Chair

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2B.

CARES Act Fund Work Session
August 24, 2020
7:00 pm

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

Chair Haubrich called the work session to order at 7:00 pm.

The pledge to the flag was conducted.

The purpose of the meeting was to discuss the purchase of items that would fall under Harris Township CARES Act funding, with regard to Covid.

Supervisor Clayton pulled together a draft list of some of the COVID-related itrmdu, and presented to the board. The board had previously discussed some of the items, which would fit under the CARES Act funding. .

Computer Enterprises: the purchase of 5 laptops, with the additional upgraded laptops of the Clerk and the Treasurer. These 7 Laptop purchases would total $6299.93. Adding antivirus to the five new laptops, would be a total of $1368 and which would cover a period of six years. The purchase Office Suite 365 for the 7, (at $102 per year per laptop), would be $4,284. Total for all would be: $11,951.93.

Xerox : the lease of a new (upgraded) copier, would allow the Clerk to copy at a faster speed and a higher rate of capacity. The new lease would cover the trade-in value of the current copier, for a 60 month lease term. The down payment of $8607, would cover approximately three years cf lease payments. The new copier would also have a larger tray capacity and a stapler. Board packets are getting larger, and the current copier will only allow scanning of 100 copies at a time. Once you reach that 100 threshold, you have to the scan the rest of the packet, go onto the laptop and merge the two packets together to create one packet, in order to upload to the website. All in all, It takes a lot more time.

Unemployment –Due to Covid and the shutdown, the township did lose our Caretaker/Sexton. Our Town hall was closed, as well as our park, therefore, there was no work for her so she left the area. A total of $1000 would cover what we've had to pay for unemployment for this individual.

Supplies/elections/board: The board had been unable to meet in person for several meetings, for the months of March April and May. More supplies needed to be purchased for the board, as well as additional election supplies which were not part of our election budget. Paper towels, pens, hand sanitizers, cleaners, hand wipes, face masks, tables, signage- inside and out, an which needed to be laminated, were all items that we would not ordinarily be purchasing for election supplies, etc and which were above and beyond our budge; ttotal came to $1251.15.

Anderson Glass: additional handicap accommodations need to be implemented at the hall to accommodate handicap assessable entryway (for those people needing wheelchair accessibility). These additional accommodations are for a push plate on the front double doors of the hall, as well as a ramp outside the emergency exit. Approximate total is $6800 for the push plates and between $500 - $700

for the electrician. Total approximate cost would be $7300-$7500. The cost of a ramp has not been configured into this total.

Records Retention - in order to better prepare the board for further/future shut downs, and to accommodate them with having access to necessary files, paperwork, etc., it important to have a records retention in place.

Supervisors will have laptops, which would allow them to work from any location and retrieve what they need, with this program, if they are not able to retrieve information at the hall. The cost would be a one time fee of $2000, which would include setting up folders, sub folders, etc., and would include all training for those who would use this system. There are no two systems alike, as all systems are custom developed and tailored for each agency. The cost to set up an administrator and get that person rights is $900 annually. Those needing read only would be an additional $100 on an annual basis.

Security- Due to a weekly run of damages/vandalism occurring at our Cemetery, Crystal Park, and Wendigo Park, there is a stronger need now than ever to get security in place. Due to COVID, we have had our parks and hall closed since March 2020. As an example, the first week of having our parks closed, Supervisor Clayton inspected the parks and cemetery. She encountered a male adult with 6 male juveniles playing basketball. Supervisor Clayton did let the adult know the Park was closed, and she was met with an adult yelling, and swearing, in the presence of the juvenile males.

The township has not had vandalism occurring in the past. It was very evident that people are unhappy with the present-day situation and are lashing out within our parks and cemetery with vandalism taking place on a weekly basis. With security in place, it would allow supervisors to be able to deal with vandalism and catch those creating the issues. The park pavilion is also closed so people have nowhere to go! The township has one maintenance staff and he is taking care of the township. When the township has vandalism occurring, it pulls our maintenance away from their daily work, to go over to the cemetery or the two parks to repair, fix, etc. Total cost to install security cameras in place at the Cemetery, Service Center, Crystal Park and Wendigo Park would be $32,726.92.

Supervisor Clayton will contact Anderson Glass and have them come out and look at a push plate on double doors VS just one door. Supervisor Kelley will contact a local contractor regarding a ramp at the emergency exit door. This would be a second exit, in case of emergency, for handicapped individuals, as well as all others.

The coronovirus relief fund certification form needed to be resubmitted. The township should be receiving the funds in the amount of $81,425.00, by September 8. Once these funds are received, the board will approve the expenditures, as delineated above, at their September 9, 2020 Board Meeting. Purchases will be made and reporting will then take place.

Supervisor Clayton will meet with Treasurer Kopacek to review reporting, and CTAS Coding.

MAT will be holding a CARES Act Reporting webinar on August 26 from 10-11 am. It was suggested that Treasurer Kopacek also participate in the webinar. Supervisor Clayton will contact Treasurer Kopacek on the webinar.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to adjourn the meeting at 8:30 pm. Motion carried.

Submitted by:_____ Signed by:_____

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2C.

CARES Act Fund, and Variance Request Work Session
August 2, 2020
7:00 pm Harris Town Hall

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

Others Present: Dan Butterfield

Chair Haubrich called the work session to order at 7:00 pm.

The pledge to the flag was conducted.

The purpose of the meeting was to discuss the recent variance request, and to further discuss CARES Act Fund purchases that would fall under Harris Township CARES Act funding.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to recess to look at the property on Stony Point regarding the variance request at 7:10 pm. Motion carried.

Variance Request
The homeowner is looking at putting up a garage on their property, which would be built closer to the road. The hardship is that a new driveway into the property will need to go in, as the current driveway would be cutting into the location of the new garage. This would also allow them not to have to move a septic and drain field on the neighboring property. The homeowner owns both pieces of property. The garage would be 50 ft. back from Stony Point Road. The supervisors did not see any issues with the variance request.

The supervisors return to the town hall, and the meeting reconvene at 7:45 pm.

The Board went through the criteria necessary for granting a recommendation for a variance request, as follows:

1. Without a variance, is the owner deprived of a reasonable use of the property? Yes: Ayes-5; Nays-0. Comment: See comments in #6.

2. Are the circumstances which justify the variance unique to the property and not created by the applicant? Yes: Ayes-5; Nays-0. Comment: Due to the property being so narrow, the owner has to make the best use of the property.

3. If granted, will the variance maintain the essential character of the neighborhood?? Yes: Ayes-5; Nays-0 Comment: Many garages are a shorter distance from the road, than this variance request of a 50 foot setback.

4. Have environmental concerns or precautions been addressed? N/A- Ayes-5; Nays-0.

5. Have property/boundary lines been found, quickly identified, and agreed-upon by all property owners involved? N/A: Ayes-5; Nays-0.

6. Other comments: The question arose on why the garage cannot be moved closer to the lake. Is this because of future construction on property?

Based on the above criteria, the Harris Town Board made the following recommendation to the Itasca County Planning Commission/Board of Adjustment regarding the variance request: recommended as presented/requested. Ayes-5; Nays-0.

CARES Act Fund:

Supervisor Clayton reviewed information received from the August 26 CARES Act Fund webinar, which both herself and Treasurer Kopacek attended.

The Webinar was provided by League of Minn. Cities. Because of recent changes made by the US treasurer, MMB had announced additional reporting requirements for local governments that are receiving funding through the relief fund. The new form details were reviewed, along with the amended reporting requirements. The new form will be available on the website by August 28/29th. For those who completed reporting, they will need to go in and adjust their report to coincide with the new form.

Supervisor Clayton and Treasurer Kopacek learned that even though the township does not have any expenses incurred as of yet, the form for each month denoting "0" in expenses still needs to be completed. They will meet on Monday, September 7 at the town hall to complete the forms for July, August, and September.

Once the disbursement check is received by the township, purchases will then be made, and our expense reporting will begin.

Records retention was discussed and Supervisor Clayton provided costs associated with the program. After further discussion, it was decided to get another quote or bid on a system so we can compare pricing and product. Anderson Glass provided an updated quote to include a double door automatic operator at a cost of $6800. The price does not include electrical wiring hook up, but Chris Stanley stated that the electrical hook up will cost between $500 and $700 and to be installed by an electrician.

As per Chris Stanley (Anderson Glass), we will not need a push plate on the side emergency exit door, but having a ramp installed is what should be done. Supervisor Kelley did obtain some information regarding our second emergency exit door. Supervisor Kelley received a quote for door trim, and flashing for a cost of $3360. Railings will also need to be in place for ramp, along with a sidewalk. Supervisor Kelley will move forward and get a quote on a cement ramp to be constructed.

Xerox provided an updated quote on the actual purchase of the new copier at $8,607.00. They would lock in our pricing of black-and-white copies, along with color. The purchase of toners would be included in the cost. The pricing would be effective for a period of five years.

Supervisor Clayton also found out that a purchase of a stackable washer and dryer would fall under the guidelines of an necessary/essential purchase. All of our cleaning cloths etc. should be washed in a separate washer and dryer, along

with any cloth face masks, etc. VS. the caretaker taking them home and washing them. Also discussed was the purchase of a new vacuum cleaner (which again would be ccvered). Supervisor Clayton will get a quote on a stackable washer dryer, along with the vacuum cleaner.

The security system at the parks and cemetery was again discussed. Supervisor Clayton has been keeping track of all vandalismin that has occurred at the parks and our cemetery. Prior to the pandemic, vandalism was extremely few and far between. Since March 2020 we have had almost weekly vandalism at our parks or at the cemetery. Supervisor Clayton feels strongly that the purchase of a security system (at those properties) would be considered essential. She will further research what other townships and counties have done with regard to a security system. Also discussed was an additional camera purchase for the town hall. The hall currently has two cameras.

Additional advertising needed regarding zoom meetings, hall closings, etc. and will also fall under the "necessary" expenses, as well as additional cleaning time.

The board will approve CARES Act Fund expenditures at the September 9, 2020 board meeting.

Adjournment

There Being no further business to come before the board a motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to adjourn the meeting at 9:00pm.

Prepared by:_____
Peggy Clayton, Acting Clerk

Signed by_____
Ken Haubrich, Chair

Date:_____

Gmail

Harris Township Clerk <harristownshipclerk@gmail.com>

6D.

Vacation of Pennela Road

1 message

Harris Township <supervisorahtp@gmail.com>
To: Harris Township Clerk <harristownshipclerk@gmail.com>

Tue, Jun 30, 2020 at 4:17 PM

Peggy,
Attached is the law that applies to Urban Townships for Vacateting Township Roads. I would like the Board to approve moving forward. Dennis is going to "Champion" this issue.

Thanks,

Ken Haubrich
Supervisor A
Harris Township Board of Supervisors, Chair

2019 Minnesota Statutes Vacation of Roads.docx
13K

2019 Minnesota Statutes
Chapter 368
Section 368.01

Subd. 25.Vacation of Streets.

The town board may by resolution vacate all or part of any street, alley, public grounds or public way on its own motion or on petition of a majority of the owners of land abuttingthe street, alley, public grounds, public way, or part to be vacated. When there has been no petition, theresolution may be adopted only by a vote of four-fifths of all members of the board of supervisors. No suchvacation shall be made unless it appears in the interest of the public to do so after a hearing preceded by twoweeks' published and posted notice. The board shall cause written notice of the hearing to be mailed to eachproperty owner affected by the proposed vacation at least ten days before the hearing. The notice must contain, at minimum, a copy of the petition or proposed resolution as well as the time, place, and date ofthe hearing. In addition, if the street, alley, public grounds, public way, or any part of it, terminates at orabuts upon any public water, no vacation shall be made unless written notice of the petition or proposedresolution is served by certified mail upon the commissioner of natural resources at least 30 days before thehearing on the matter. The notice to the commissioner of natural resources is for notification purposes onlyand does not create a right of intervention by the commissioner. After a resolution of vacation is adopted, the clerk shall prepare a notice of completion of the proceedings which shall contain the name of the town, an identification of the vacation, a statement of the time of completion thereof and a description of the realestate and lands affected. The notice shall be presented to the county auditor who shall enter it in the transferrecords and note upon the instrument, over the auditor's official signature, the words "entered in the transfer record." The notice shall then be filed with the county recorder. Failure to file the notice shall not invalidatethe vacation proceedings.

8A.

CARES Act Reporting Webinar
August 26, 2020
10:00-11:00 am (Via Zoom)

This Zoom session was held together with the League of Minnesota Cities, Minnesota Association of Townships, and the Minnesota Management and Budget. The presenter was Amy Jorgensen with MMB, and Amber Eisenschenk, with the League of Minnesota Cities. MMB has been informed of new federal reporting requirements.

Because of Recent changes made by the US treasurer, MMB has announced additional reporting requirements for local governments that are receiving funding through the coronavirus relief fund.

Amy reviewed the amended reporting requirements, including the new form with the additional funding categories and subcategories: administrative expenses, budgeted personnel diverted to substantially different uses, nursing home assistance, food programs, unemployment benefits, certain types of economic support, and others.

The new reporting requires more detail on the local reporting side.

This new form will be available on the website by August 28, 2020. A reminder to those in attendance was to NOT use old reporting forms.

All cities and towns will need the DUNNS number which can be obtained on the Dunn and Bradstreet website, for those not having this number, they can also email the League and they can provide the city or town the information on obtaining their DUNN number.

It was also stated that even though no expenses have been incurred, cities and towns still need to complete the form, with a $0 on the form. The DUNNs number must be included on the form.

When filling out the form, the "white" cells are for entering numbers. A reminder to complete the portion on the form as to "who" is filling out the form, and their contact information. All reports must be completed in "Excel." Make sure to list the name of the town "first". They are only looking for what cities/towns have already spent. Fill in the dollar amount and briefly describe what the expense was so they know what the money was spent on,

Some of the reporting categories changed, to allow for individual buckets vs. lumping several altogether.

Reports for the period ending 8/31/30 (due September 9) should reflect August expenses as well as re-categorized July expenses. There will be a new and easier-to-use reporting form on the Leagues website by 8/28/20 and one van obtain that at:
https://mn.gov/mmb/covid-19- response-accountability-office/local-governments/.

The federal expenditure guideline is:

Administrative Expenses
- Budgeted Personnel and Services Diverted to a
- Improve Telework Capabilities of Public Employees • Medical Expenses
- Nursing Home Assistance
- Payroll for Public Health and Safety Employees

Substantially Different Use
- COVID-19 Testing and Contact Tracing
- Economic Support (Other than small Business, Housing, and Food Assistance)
- Personal Protective Equipment • Public Health Expenses
- Small Business Assistance
- Unemployment Benefits
- Expenses Associated with the Issuance of Tax Anticipation Notes
- Facilitating Distance Learning
- Food Programs
- Housing Support
- Workers' Compensation
- Other (item not listed)

The next reporting date is due September 9, 2020.

Questions asked:
Q). Are cities and towns feimbursed for unemployment benefits paid. Payments have been on hold to see if we are responsible for those benefits? This information is coming from DEED so cities and towns need to contact DEED.

Q) if a Township turned-over their funds to the county, who does the tracking? Townships need to contact their local government/county to find out who will report. Townships need to complete form that it is "final" if they turned it over to the county....with the final dollars.

Q) Are Swift and Dunn the same? Swift number is different, and is a vendor number. If one does not have a DUNN number, they would have to register through Dunn and Bradstreet.

Q) there is confusion on when to report expenses. If money was received in July, and there are expenses, it goes on the July reporting, etc. For those who completed reporting already, they would need to go in and amend their reporting to coincide with the new reports.

Q). What happens if township wants to recategorize a report. You can recategorize, as it does not change the dollar amount of the report. All elections expenses /supplies would be listed under Public Health.

Q) How do we complete and know what goes in the reporting categories? Use the list they have pulled together, and your best judgement as to where it should go.

There are no official audit guidance/guidelines put out there yet, but Amy will put that information out when it is available! There will be CPA firms reviewing and they will look at 3 things and leave it at that. The feds are just looking for the spent funds!!

The question was asked on extending the November 15th date, but there is no talk of changing that date,

The Next mtg will be Wednesday, September 2, 2020 at 11am. It was stated that people should participate if they need to get answers on the use of our funds.

Costs Covered with the CARES Act Funds:
As towns have started to receive CARES Act funds, they have also began spending some of these funds. Below are some examples of costs that towns have covered with the CARES Act, remember that each of these have satisfied all three factors that are requirec by the CARES Act to spend these funds.

- Personal Protective Equipment (PPE) for emp oyees, officers, and town meeting attendees:
- Increased Election costs, such as, increased pay for election judges, PPE, Plexiglas shields, increased number of voting booths, etc:
- American with Disabilities Act compliant handicap accesses for different buildings, or changed access routes to aid in social distancing:
- Automatic amenities to reduce the number of frequently touched objects, these amenities include doors, bathroom sinks, soap dispensers, hand sanitizer dispensers, toilets, etc:
- Audio/Visual displays for meetings to help reduce need to pass paper or materials, or to comply with the Open Meeting Law:
- Increased payroll expenses such as increased janitorial services or costs related to researching how to mitigate the spread and properly conduct the township through COVID-19:
- Broadband infrastructure or hotspots that can be deployed this year, and was not already budgeted for as of March 27th 2020:
- Computers or tablets for remote work and access or meeting participation:
- Telephone or video meeting service costs:
- Donations to food shelves or other social support programs:
- Grant program to local businesses or individuals. Since grants are not commonly given by towns, it is strongly recommended that the town works with their private town attorney in building this system:
- Ventilation systems as strongly recommended by an inspector to comply with DEED guidelines – CAUTION – basic HVAC will not qualify as it does not filter; likely need air exchanger and filter system.

Towns can also transfer additional funds to their local unit of government via Resolution!

The Next meeting will be Wednesday, September 2, 2020 at 11am. It was stated that people should participate if they need to get answers on the use of their funds.

Submitted by: Peggy Clayton

Peggy Clayton, Acting Clerk

District 11 Meeting and Election Notice (via Zoom)
August 26, 2020
6:00 pm-7:15 pm

8B.

The District 11 meeting was called to order by Reno Wells, District 11 Director, via zoom, at 6:00 pm.

David Hahn, MAT Executive Director, Gary Burdorf, MAT President, and Steve Fenske, MAT Attorney, were also on the call. Reno introduced Senator Rhodes, who was the local legislator on the call. Reno asked Senator Rhodes what will happen this fall, with regard to the pandemic, and the state of emergency executive order. Senator Rhodes stated that the latest executive order will expire on September 11th, and has been on a 30 day cycle. She explained that legislators come together every 30 days to vote on extending/removing the emergency executive order. Governor Waltz is no saying that he has the power to renew (the order) and that legislators do not need to be called together to extend the emergency order.

Reno reviewed the latest COVID stats (positives and deaths) in District 11 area.

A video training session online "how to train road personnel" is available on LTAP on the U of M website.

A "speed test initiative for PCs" is available on the MAT website for everyone to test the speed on downloads, uploads on your computers. One can also view what other areas have, regarding broadband coverages.

Reno stated that for those townships still utilizing zoom for their board meetings, now would be a good time to start the process of meeting in person.

Gary Burdorf, MAT President talked about the recent district elections, and election results. Over 200 ballots were received for District 11 Director, and it was a unanimous vote for re-electing Reno Wells as the District 11 Director.

Gary also stated that over the last 6 months, short courses have all been canceled, and zoom has taken precedent on holding meetings.

Steve Fenske, spoke briefly on the broadband speed initiative testing. Testing your computers, etc will give you a picture of end users, and how quick your device can upload and download. It takes less than a minute to go through the process.

Jon Morcol, Manager of MAT Agency Operations, reviewed insurance updates: MATIT Consolidated Liability Program, and Workers Compensation Trust. John stated that Townships should start looking at the maintenance of their equipment so it's ready for the winter season. Forward thinking.... keep snow plows, hydraulics, etc., ahead of the first snowfall. It will also help with any claims or losses that could result in not maintaining equipment.

David briefly reviewed the CARES Act funding guidelines, for those who did not attend the webinar presented by the League of Mn Cities. For those townships under 200, no reporting is required, as funds will come directly to them from their county.

David Hahn, highlighted/ reviewed the audited revenue/expenses for 2018-2019, and the 2021 budget. The income analysis ($2,648,760) and expense analysis ($2,275,984) from July 2018-June 2019 were discussed, along with the overview of total assets and expenses. (See attached)

David stressed the importance of townships reporting their finances. Out of 1,782 towns in Minnesota in 2018, 176 fail to comply with the statutory reporting requirement. Itasca County has four townships that have not reported since 2016. (Alvwood, Pomroy, Good Hope, and Moose Park). David Hahn stated that if there's anyway that townships could connect with those (townships) and let them know that reporting needs to be completed, it would be greatly appreciated.

L and R currently has 59 people registered. All committees will take place via zoom and will be one hour in length. He encouraged townships to register online. The annual convention will also be held in November, via zoom meetings. It will be a two day program and will start on a Friday, late afternoon/evening, and Saturday will be a business meeting and financials. He encouraged everybody to think about attending the annual convention via zoom.

For those townships who are not getting "constant contact messages", you can go in and register, and will just need to enter your email address. This will allow you to receive constant contact messages. The August newsletter is out and has all kinds of information regarding the L and R, annual convention, and the CARES Act.

Dave stated that they're working on securing a program, (coming in the spring), for salt/sand usage on roadways.

There were no questions asked from those in the call. Reno thanked everyone for attending!

The zoom meeting wrapped up at 7:15 pm.

Submitted by: Peggy Clayton

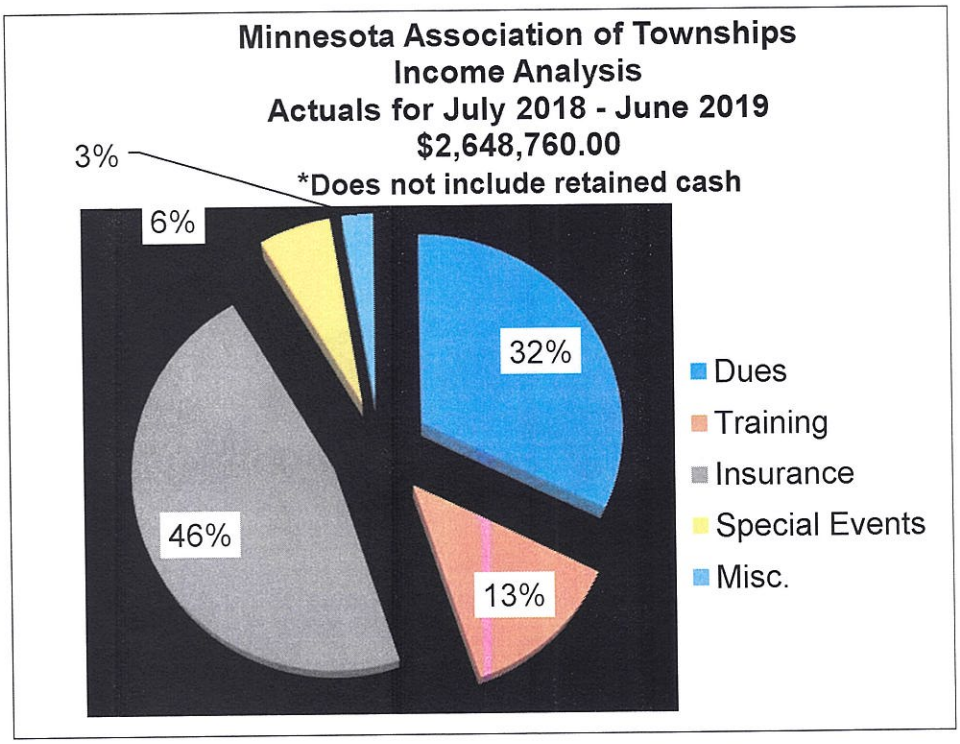
Peggy Clayton, Acting Clerk

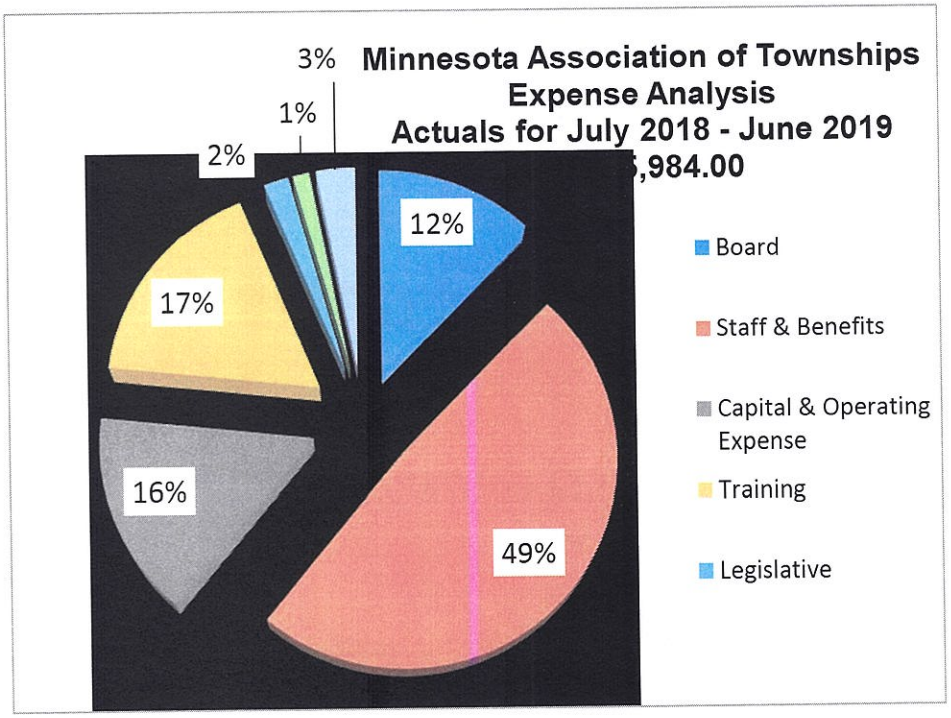
Grassroots Government

Minnesota Association of Townships

WELCOME TO THE 2020 DISTRICT MEETINGS

PACKET CONTENTS:



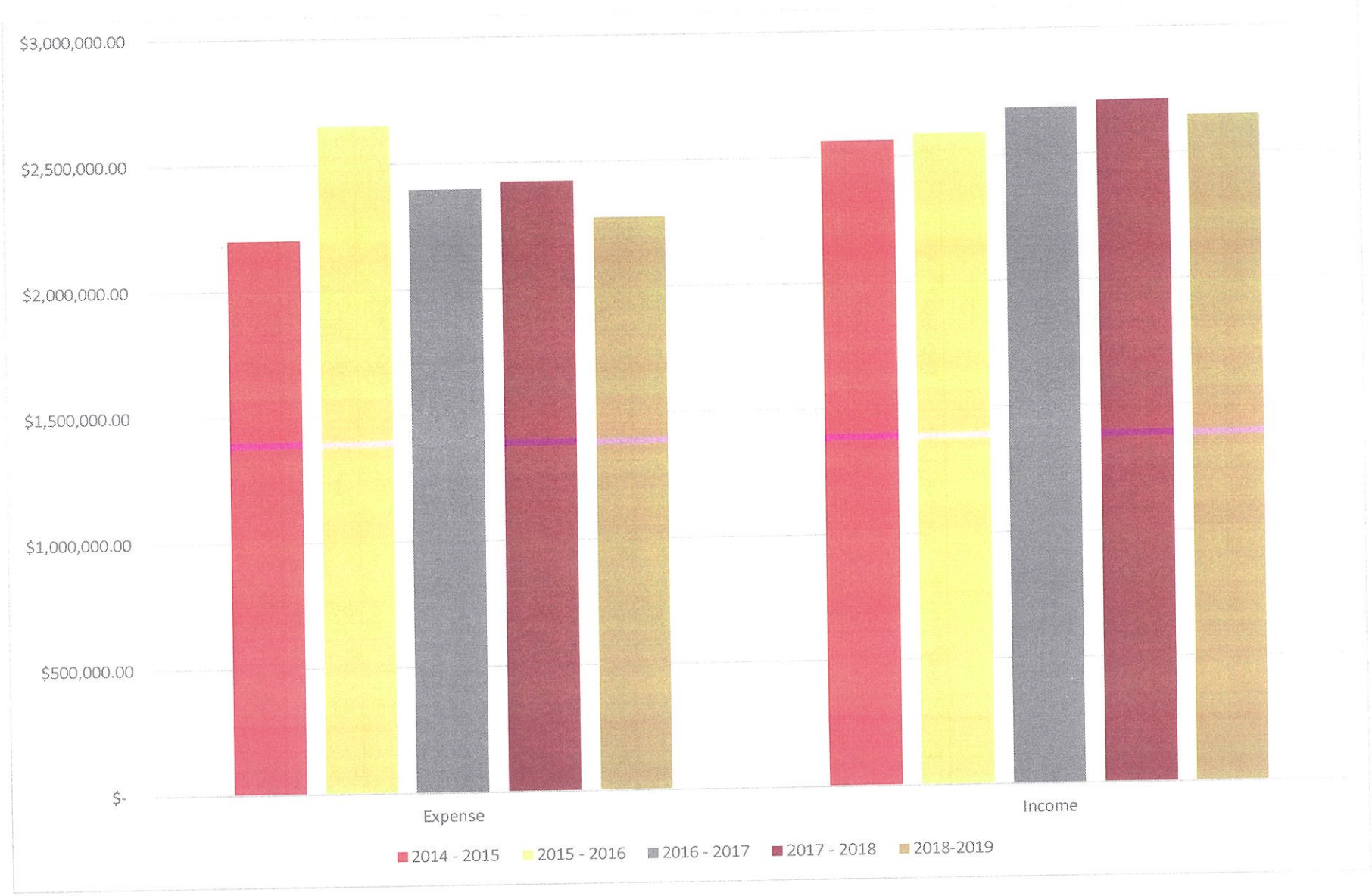


Category	Income	Category	Expense
Dues	$855,798	Staff & Benefits	$1,107,873
Insurance	$1,231,943	Insurance	$29,221
Training	$336,267	Training	$390,037
Special Events	$157,314	Capital & Operating Ex.	$357,178
Misc.	$67,438	Legislative	$43,075
		Board	$280,199
		Outside Boards & Comm.	$68,401
Total	**$2,648,760**		**$2,275,984**

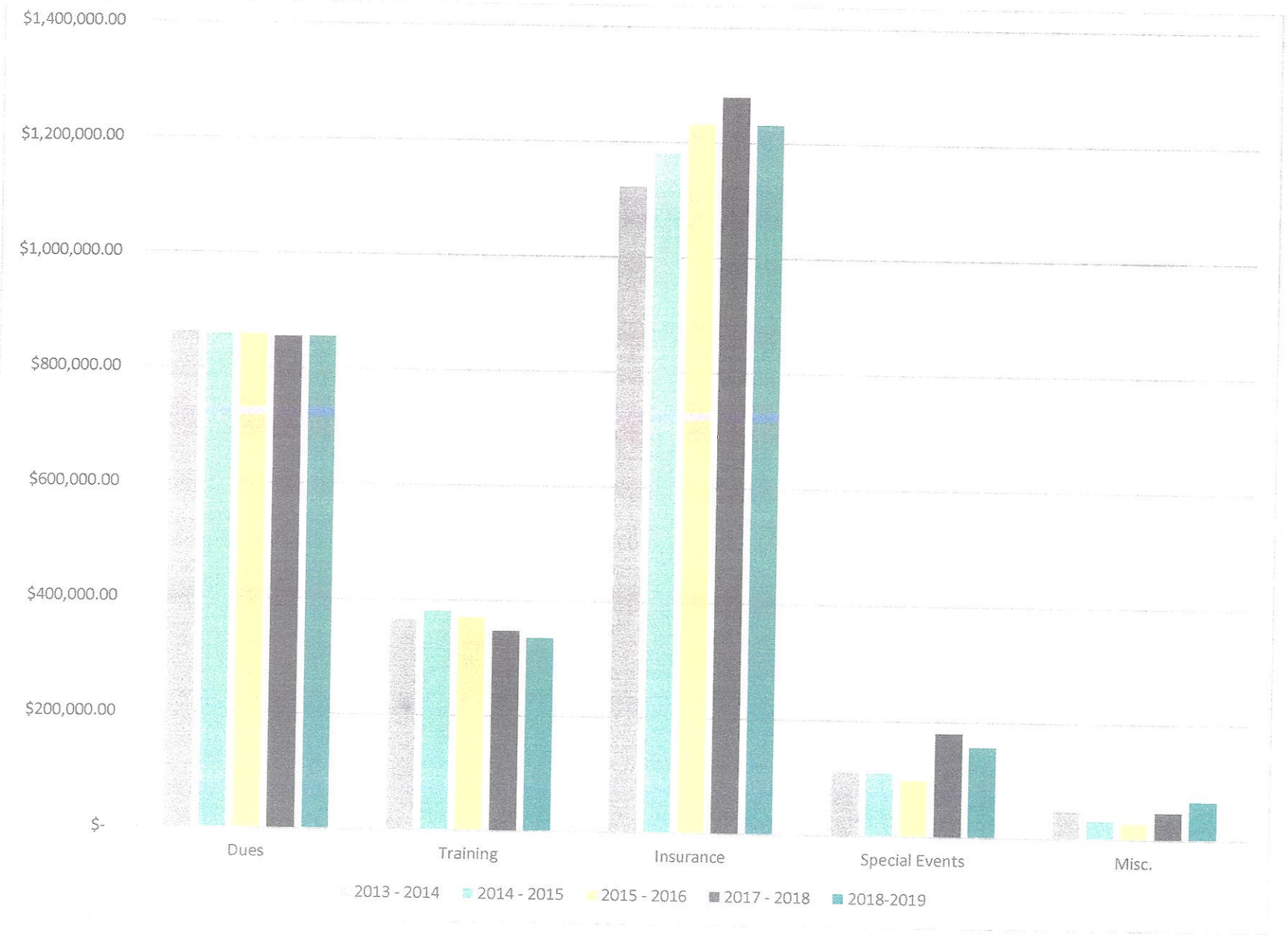
2020-2021 MAT Budget

	BUDGET		ACTUAL	
INCOME	**FY2021**	**%**	**FY2020**	**%**
Dues	$855,000	33.0%	$857,270	36.1%
Insurance	$1,308,500	50.6%	$1,259,554	53.0%
Training	$254000	9.8%	$86,498	3.6%
Sp. Events	$4,000	.2%	$4,418	.2%
Misc.	$166,400	6.4%	$167,817	7.1%
TOTAL:	$2,587,900	100.0%	$2,375,557	100.0%
EXPENSES				
MAT Staff Costs	$884,259	37.3%	$853,177	41.1%
Insurance Dept.	$367,453	15.5%	$398,764	19.2%
Training	$326,100	13.8%	$143,398	6.9%
Capital & Op Exp	$375,400	15.8%	$327,365	15.8%
Legislative	$45,000	3.1%	$43,075	2.5%
Board	$290,000	12.2%	$260,889	12.6%
Outside Boards	$52,100	2.9%	$38,545	2.8%
TOTAL:	$2,369,812	100.0%	$2,073,909	100.0%
NET:	$218,088	8.4%	$301,648	12.7%

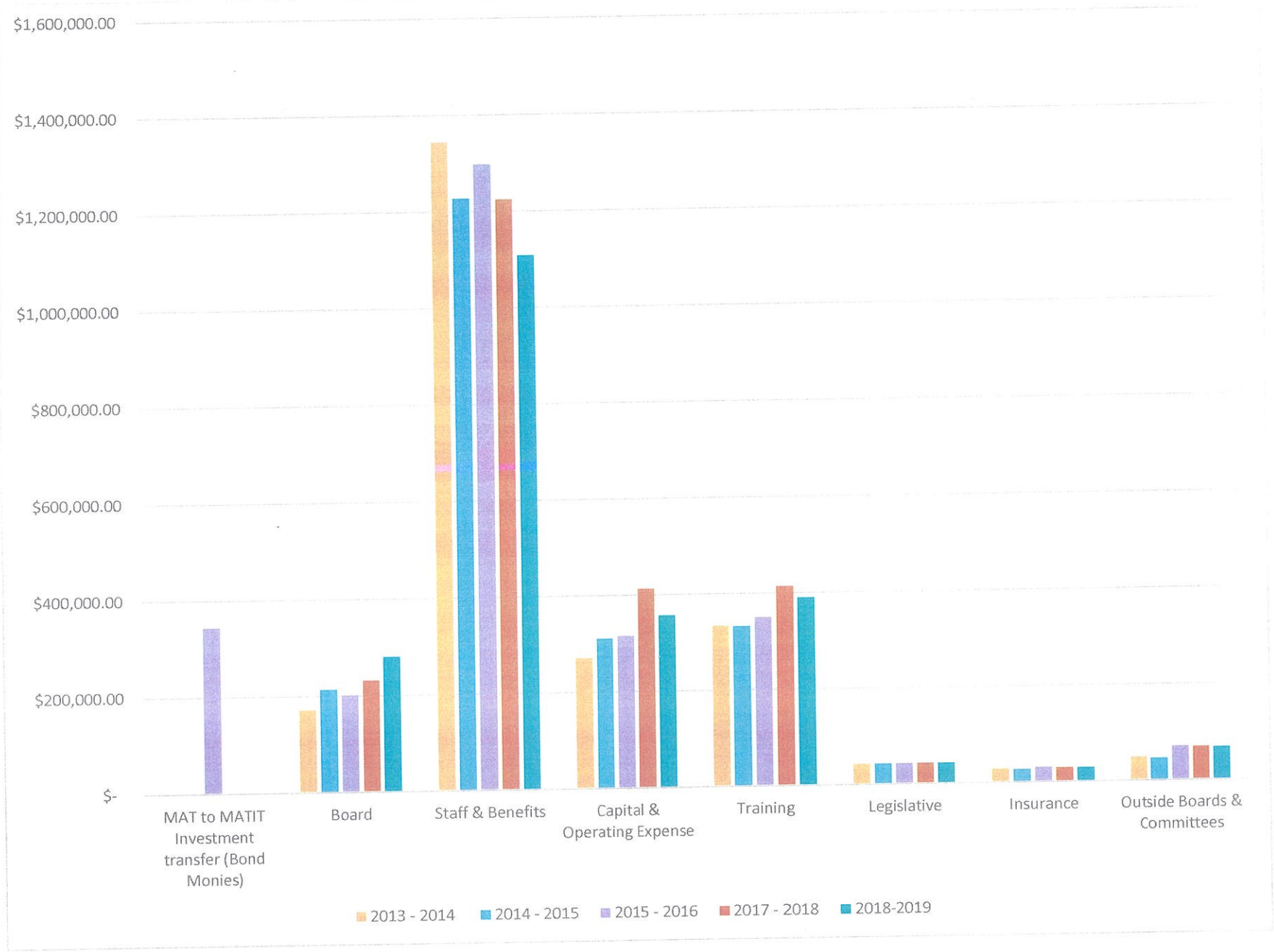
Minnesota Association of Townships
Expense & Income Analysis

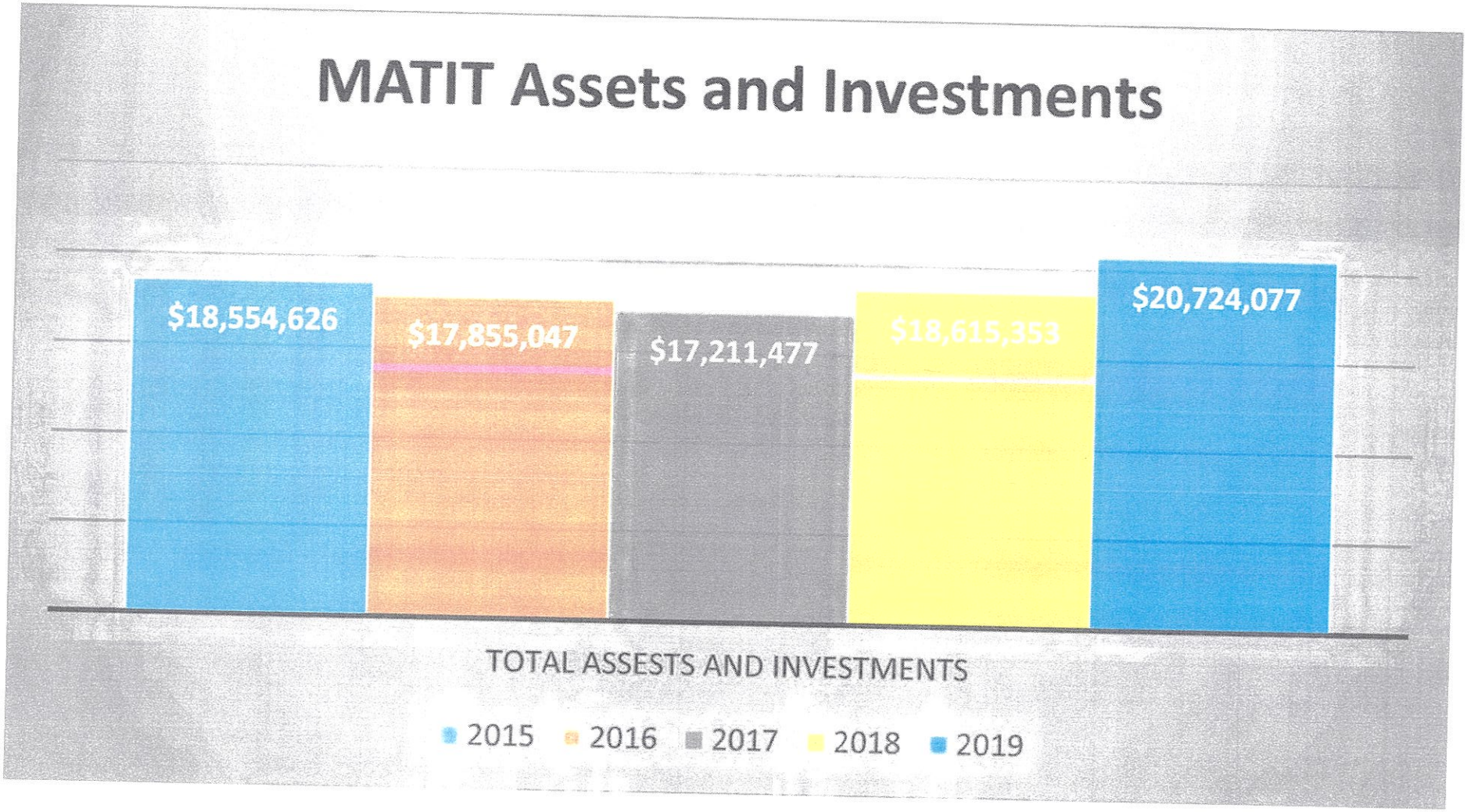


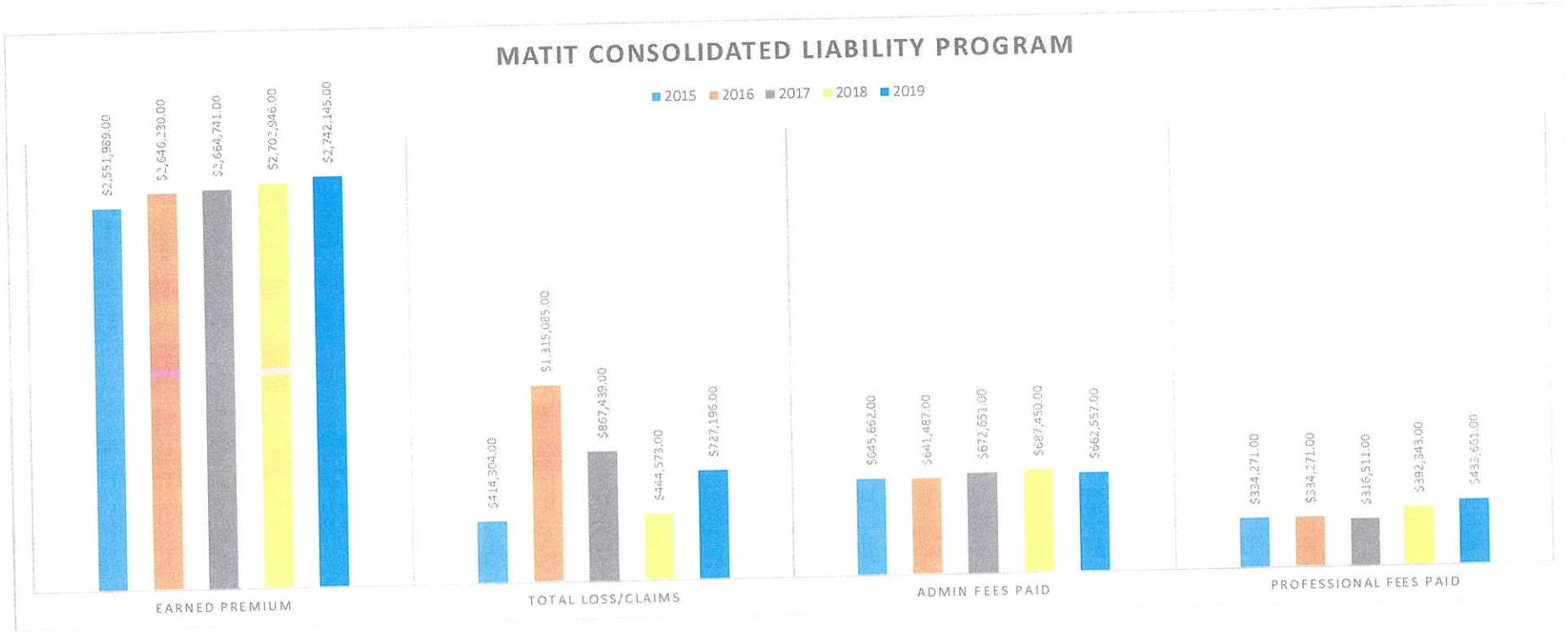
Minnesota Association of Townships - Income Analysis

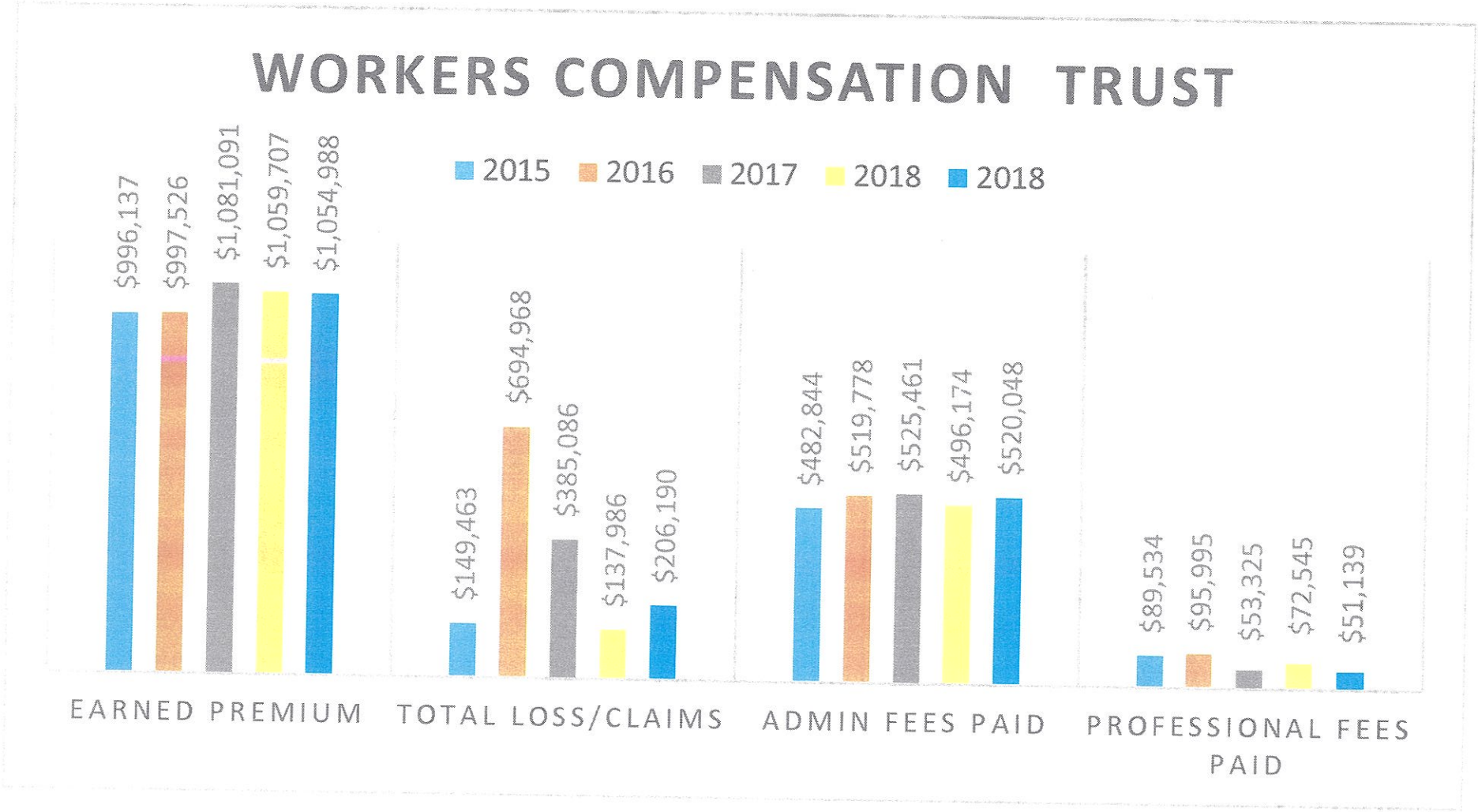


Minnesota Association of Townships - Expense Analysis




MATIT Assets and Investments
$18,554,626
$17,855,047
$17,211,477
$18,615,353
$20,724,077
TOTAL ASSESTS AND INVESTMENTS
2015
2016
2017
2018
2019


MATIT CONSOLIDATED LIABILITY PROGRAM
2015
2016
2017
2018
2019
$2,551,989.00
$2,646,230.00
$2,664,741.00
$2,702,946.00
$2,742,145.00
$414,304.00
$1,315,085.00
$867,439.00
$444,573.00
$727,196.00
$645,662.00
$641,487.00
$672,651.00
$687,450.00
$662,557.00
$334,271.00
$334,271.00
$316,511.00
$382,343.00
$438,561.00
EARNED PREMIUM
TOTAL LOSS/CLAIMS
ADMIN FEES PAID
PROFESSIONAL FEES PAID


WORKERS COMPENSATION TRUST
2015
2016
2017
2018
2018
$996,137
$997,526
$1,081,091
$1,059,707
$1,054,988
$149,463
$694,968
$385,086
$137,986
$206,190
$482,844
$519,778
$525,461
$496,174
$520,048
$89,534
$95,995
$53,325
$72,545
$51,139
EARNED PREMIUM
TOTAL LOSS/CLAIMS
ADMIN FEES PAID
PROFESSIONAL FEES PAID

Towns Failing to Report

Out of 1,781 towns in Minnesota in 2018, 176 failed to comply with the statutory reporting requirement. The chart below shows the number of towns that have not reported their financial information to the Office of the State Auditor in each of the last five years.

Number of Towns Failing to Report, 2013 - 2017					
Year	2014	2015	2016	2017	2018
# of Towns	102	95	125	125	176

The list below indentifies the towns (in alphabetical order, with the county's name in parantheses) that have not reported their financial information to the Office of the State Auditor, as required by law.

*Twenty-six towns failed to report in 2017 and 2018.
**Fifty-two towns failed to report in 2016, 2017, and 2018.

Aetna** (Pipestone)
Akron (Wilkin)
Alba (Jackson)
Alma (Marshall)
Alta Vista* (Lincoln)
Alvwood** (Itasca)
Andrea* (Wilkin)
Ann Lake* (Kanabec)
Antrim (Watonwan)
Badger (Polk)
Baker (Stevens)
Balkan (Saint Louis)
Barnett (Roseau)
Bassett (Saint Louis)
Beaulieu** (Mahnomen)
Beaver** (Roseau)
Beaver Falls (Renville)
Bernadotte* (Nicollet)
Bird Island (Renville)
Bloomer (Marshall)
Bull Moose (Cass)
Buzzle** (Beltrami)
Byron (Waseca)
Camp Lake (Swift)
Camp Release* (Lac qui Parle)
Campbell* (Wilkin)
Carlos (Douglas)
Cedar (Marshall)
Clark (Aitkin)
Clinton (Rock)
Clover (Clearwater)
Crate** (Chippewa)
Crow River** (Stearns)
Culver (Saint Louis)
Dale** (Cottonwood)
Deer** (Roseau)
Deerfield (Cass)
Delaware* (Grant)
Des Moines** (Jackson)
Dewald (Nobles)
Diamond Lake (Lincoln)
Dieter* (Roseau)
Drammen** (Lincoln)
Eagle Point** (Marshall)
Eagle Valley (Todd)
Eagles Nest (Saint Louis)
East Park** (Marshall)
Eastern (Otter Tail)

Eddy** (Clearwater)
Eidsvold** (Lyon)
Erdahl (Grant)
Fairfax (Polk)
Fairmont** (Martin)
Fairview (Lyon)
Fawn Lake (Todd)
Fine Lakes* (Saint Louis)
Finlayson* (Pine)
Flom (Norman)
Fort Ripley* (Crow Wing)
Fountain Prairie** (Pipestone)
Friendship* (Yellow Medicine)
Galena (Martin)
Garfield (Lac qui Parle)
Germantown* (Cottonwood)
Gervais (Red Lake)
Gillford (Wabasha)
Glendorado* (Benton)
Good Hope** (Itasca)
Gorman (Otter Tail)
Granville (Kittson)
Grass Lake (Kanabec)
Green Lake (Kandiyohi)
Gregory (Mahnomen)
Grove (Stearns)

Hangaard (Clearwater)
Hereim (Roseau)
Highlanding (Pennington)
Holy Cross** (Clay)
Hubbard** (Polk)
Iosco** (Waseca)
Itasca* (Clearwater)
Jo Daviess (Faribault)
Johnson (Polk)
Johnsonville* (Redwood)
Kelso* (Sibley)
Kilkenny (Le Sueur)
Kurtz** (Clay)
La Crescent (Houston)
La Crosse (Jackson)
La Garde (Mahnomen)
Lake (Roseau)
Lake George** (Stearns)
Laona** (Roseau)
Lee (Aitkin)
Leenthrop (Chippewa)
Leiding** (Saint Louis)
Leven (Pope)
Lida (Otter Tail)
Lien** (Grant)
Limestone (Lincoln)

Lisbon* (Yellow Medicine)
Logan** (Grant)
Lorain* (Nobles)
Lyons (Wadena)
Mayfield (Pennington)
McGregor (Aitkin)
McKinley (Cass)
Moose Park**(Itasca)
Motley (Morrison)
Mount Pleasant* (Wabasha)
Mudgett (Mille Lacs)
Nereson (Roseau)
Nevada** (Mower)
New Auburn (Sibley)
New Hartford (Winona)
Nidaros* (Otter Tail)
Norman (Yellow Medicine)
Northland (Polk)
Ortonville (Big Stone)
Oscar (Otter Tail)
Pleasant Prairie (Martin)
Pohlitz** (Roseau)
Polonia** (Roseau)
Pomroy (Itasca)
Poppleton** (Kittson)
Prairie Lake** (Saint Louis)

Raymond* (Stearns)

Redpath** (Traverse)

Rheiderland** (Chippewa)

Richmond (Winona)

River** (Red Lake)

Rollis (Marshall)

Rosendale** (Watonwan)

Roseville (Kandiyohi)

Ross** (Roseau)

Rost** (Jackson)

Round Lake (Jackson)

Sauk Rapids (Benton)

Seely (Faribault)

Severance* (Sibley)

Shelly** (Norman)

Silver Leaf (Becker)

Sioux Valley (Jackson)

Skelton** (Carlton)

Spring Creek (Norman)

Spruce** (Roseau)

Spruce Grove (Beltrami)

Spruce Valley (Marshall)

Steamboat River (Hubbard)

Stevens (Stevens)

Stony River** (Lake)

Stowe Prairie** (Todd)

Strand (Norman)

Sturgeon** (Saint Louis)

Sugar Bush (Becker)

Sundal (Norman)

Sunrise (Chisago)

Tabor (Polk)

Tegner** (Kittson)

Thief Lake** (Marshall)

Toivola* (Saint Louis)

Twin Lakes (Mahnomen)

Tynsid (Polk)

Vineland (Polk)

Wagner* (Aitkin)

Wakefield (Stearns)

Weimer** (Jackson)

Westbrook** (Cottonwood)

Whitefield** (Kandiyohi)

Wild Rice** (Norman)

Willow Lake (Redwood)

Winfield (Renville)

Winger* (Polk)

Wiscoy (Winona)

Workman (Aitkin)

Worthington** (Nobles)

MAT/MATIT STATE LEGISLATIVE UPDATE

June 2020

Below is a basic review of the 2020 legislative session and special legislative session, issue areas of interest to the Minnesota Association of Townships/Minnesota Association of Townships Insurance Trust (MAT/MATIT) and potential next steps for MAT/MATIT government relations advocacy at the state level. If you have questions, please let Shep Harris know at sharris@fredlaw.com or 612-492-7849.

Regular Session/Special Session Overview

- 2020 Legislative Session (Part 1): a.k.a. the "Bonding Session" or "Short Session"
  - Started Feb. 11 with expected finish by May 18
  - Focus on policy items, bonding bill, supplemental budget items
  - Forecasted FY20-21 Budget Surplus grew to $1.5 Billion
  - Normal session process under way (eg; committee deadlines) until mid-March.

As a reminder from the previous MAT Legislative Update, the legislative session got off to a good start in February for MAT and was looking promising in early March. The state budget forecast projected a $1.5 billion surplus and we were tracking over 100+ bills for MAT including its legislative priorities:

- Annexation – getting our annexation bill heard and passed out of the House and Senate local government committees as a stand-alone bill;
- Transportation – getting funding for local roads and bridges in a supplemental budget bill or through the bonding bill;
- Local Government Aid – getting additional LGA for townships;
- Truck Weight Exemptions – blocking additional truck weight exemption bills from passing out of committee and beyond;
- Broadband – increasing the broadband grant funding from last year's amount to local government;
- Elections – always monitoring legislation to protect or assist townships;
- Allowing local government to issue street assessment fees on development;
- Requiring private property owners to pay replacement costs for flooded out culverts (instead of townships);
  and
- Allowing towns to lower speed limits from 55 mph to 30 mph.

MAT had already succeeded in stopping Rep. Freiberg's HF3200, which would have required audio recordings of all open meetings by local government; including townships. We got SF3535 introduced, a bill to appropriate $8 million for township roads and bridge funding, and a verbal commitment from the House Tax Committee Chair, Rep. Paul Marquart, to hear a bill on increasing Local Government Aid (LGA) funding for townships. Then COVID hit the U.S. and the state of Minnesota…

- 2020 Legislative Session (Part 2): The COVID Session (Mid-March-May 18)
  - Committee hearings temporarily halted for a month
  - Typical committee deadline process stopped
  - Adjusted Forecast FY20-21 Budget Deficit - $2.4 Billion

- Governor/Caucus Leaders agreed on minimal agenda items (eg; a bonding bill, COVID-related legislation, anything else without opposition that didn't add to the budget deficit)
- Final month of session dealt with many technology/distance-governing delays and difficulties with typical end of session negotiations
- Much political acrimony over Governor's emergency powers, business closings, end of school year events
- Session ended with few major legislative items passed including township transportation funding and broadband funding.

- 2020 Special Legislative Session (June 12 – June 20)
  - Pre-May 25, purpose of special session was to give legislature the option to overturn Governor's peacetime emergency resolution and resolve outstanding major legislative items: bonding, COVID relief funding for local governments and businesses, possible tax bill, etc.
  - May 25: George Floyd was killed
  - May 26-June 5: Governor and key state legislators pre-occupied with George Floyd aftermath and civil unrest; unable to significantly negotiate on any outstanding items from regular legislative session
  - June 8: Most negotiations start back up and include policing reforms and economic recovery from George Floyd aftermath
  - June 12: Special Session starts with few items resolved, Governor's peacetime emergency is not overturned and goes for another 30 days (until July 13)
  - Special Session finished on July 20 without agreement on major issues – including any MAT/MATIT issues of interest (see below) -- except for COVID small business funding relief
  - Governor expected to call another special session to address outstanding issues (eg; bonding, any additional COVID relief, policing reforms, etc.)
  - Speculation that these on and off special sessions could go rest of summer.

Special Session Bill/Post-Session Activity

- NOT PASSED: Transportation Funding
  - Senate bonding bill (SF4) included $8 million in one-time funding to help upgrade town roads to 10-ton capacity.
  - SF4 not voted on by the Senate.
  - MAT is continuing to work behind the scenes with legislators for town road funding to be included in the bonding bill for next special session.

- NOT PASSED: Broadband Funding (SF6/HF35)
  - Broadband proposal altered during Special Session. SF6 still included $15 million for education distance learning and $2 million for telehealth.
  - New portion included $10 million supplemental broadband "Challenge" grant to unserved and underserved areas for "last-mile" and "middle-mile" infrastructure costs.
  - SF6 passed the Senate but it and its House companion (HF35) were not passed by the House.
  - MAT is continuing to work as part of the broadband coalition to "line up" this bill for passage in the next special legislative session.

- NOT PASSED: Workers' Compensation (HF94)

- The Workers' Compensation Advisory Council (WCAC) bill was introduced but without any proposal to address payments to local governments for COVID claims.
- HF94 had no Senate companion bill and was not passed.
- To avoid large cost burdens on local government (eg; towns, counties, cities), MAT had helped organize a coalition of local governments and self-insured entities to negotiate with the insurance and business sectors, legislators and the Walz Administration.
- Efforts were made in the final days and weeks of the regular legislative session to pass legislation.
- Efforts by stakeholders to cover local government COVID claims payments was shifted over to the COVID local government bill.
- MAT will continue to monitor the WCAC bill in the next special legislative session to protect townships from any liabilities.

- NOT PASSED: COVID Local Government Funding (Part 1)
  - Governor and legislators agreed to plan to distribute $853 million in federal CARES Act funding to Minnesota communities impacted by the COVID-19 pandemic. Local governments can use the funding to reimburse themselves for COVID-related support services like workers' compensation claims, overtime public safety costs and grants to businesses, hospitals, and individuals impacted by the pandemic.
  - SF47 was passed by the Senate, amended in the House and passed. However, the Senate did not agree to House amendments and SF47 (amended version) did not have final agreement.

- SUCCESS - COVID Local Government Funding (Part 2)
  - After the Special Legislative Session ended, House Republican Leader Kurt Daudt and Rep. Garofalo called for Gov. Walz to distribute CARES Act funding based on legislative agreement (see above in Part 1).
  - On June 25, Gov. Walz announced the release of the federal CARES Act funding to local governments based on the special legislative session agreement. Funding is based on a per capita formula developed by lawmakers.
    - Counties with a population of less than 500,000 will receive $121.28 per person
    - Townships with a population over 5,000 will receive $75.34 per person
    - Townships with a population less than 4,999 will receive $25 per person
    - Townships with a population under 200 will have their distribution sent to their county.
    - The specific aid amounts for each township, based on 2018 population, can be found at https://www.revenue.state.mn.us/sites/default/files/2020-06/LGD_Town_Runs_2020_06_25.pdf.
  - Before receiving funding, local governments will have to certify how they intend to use the money, as the CARES Act requires payments only to be used to cover necessary costs related to the pandemic that weren't account for in budgets.

8C.

Networking Opportunities Team Meeting

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

August 26, 2020

The next meeting will be September 23, 2020 at the Forest Lake Restaurant from 11-1, lunch included.

Present: Peggy Clayton (Harris), Lilah Crowe (Arbo), Lisa Mrnak (LaPrairie), Greg Tuttle (Cohasset), Matt Davis, Regional Trails Coordinator for North Country Trails Association, and Mary Jo Wimmer, Coordinator.

Open Market

LaPrairie

- Expanding their bike trails
- Upgrading the city park
- Developing an ADA accessible parking lot

Harris Township

- Dealing with road wash-outs due to recent storms
- Cares Act purchases for technology, accessibility, and records retention
- Experiencing lots of vandalism in the parks

Arbo Township

- In discussions on purchasing the house near the town hall to tear down
- Planning for winter boat storage in township buildings

Cohasset

- Spending their CARES ACT money
- In review of shoreland rules

Mary Jo Wimmer, Trillium Leadership Development, mjwimmer80@gmail.com

.38

9A.

From: Rich Libbey rdlibbey@mchsi.com
Subject: Picnic Table at Casper Landing?
Date: Jul 6, 2020 at 7:16:03 PM
To: Ken Haubrich supervisorahtp@gmail.com, Peggy Clayton supervisorchtp@gmail.com, Jim Kelly Supervisordhtp@gmail.com, Mike Schack supervisorehtp@gmail.com, Dennis Kortekaas supervisorbhtp@gmail.com, Rich Libbey rdlibbey@mchsi.com

Hi I was wondering what the board members think about maybe putting a picnic table somewhere at Casper Landing? Thanks Rich

Sent from Mail for Windows 10

10A.

From: Kim Gibeau kgibeau@ci.grand-rapids.mn.us
Subject: FW: FOLLOW UP - Open Meeting Law Training
Date: Sep 2, 2020 at 1:15:41 PM
To: Kim Gibeau kgibeau@ci.grand-rapids.mn.us

I realize I neglected to provide you with approximate length of training time. Please block off two hours for this training. I apologize for the oversight in earlier emails.

Thank you!

Good Afternoon,

If you haven't signed up already, please let me know as soon as possible if you will be attending the Opening Meeting Law training being held on Tuesday, September 22, 2020. Pamela Whitmore, League of Minnesota Cities, will be presenting and will include activities to work on open meeting law scenarios. There will be two sessions to choose from and you will be able to attend on-site in City Hall Council Chambers or via online GoToMeeting. For the purpose of insuring proper social distancing, please RSVP for the session you wish to attend and let us know if you plan to attend in person or virtually, no later than September 15th.

First Session: 10:30 am
Second Session: 1:00 pm

If you have any questions, please contact me and I will be happy to assist you.

Have a great day!

Kim Gibeau
City Clerk
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744-2662
Office: 218-326-7611
Fax: 218-326-7608

401

MINNESOTA

Payment Advice

10B.

To

Vendor ID: 0000199820
Vendor Location: 001
Vendor Name: HARRIS TOWNSHIP TREASURER
Vendor Address: 20876 WENDIGO PARK RD
GRAND RAPIDS, MN 55744

Reference Information

Pay Cycle: DLYEFT
Pay Cycle Seq Number: 2315

Payment Information

Payment Reference: 0006228287
Payment Date: 09/03/2020
Payment Method: Automated Clearing House

Agency Code / Description	Contact Phone	Voucher ID / Payment Message	Invoice Date	Invoice Number	Customer Account	Paid Amt
G90 / REVENUE/INTERGOVT	651/556-6092	00 08267435 CORONAVIRUS RELIEF AID	09/04/2020	22162A33100183F001	TOWN-310018 COVID19_RELIEF	81,425.00

Total: 81,425.00 USD

108.

ITASCA COUNTY

Courthouse
Environmental Services
123 NE 4th Street
Grand Rapids, MN 55744-2600
Office (218) 327-2857 Fax (218) 327-7331

10C.

August 19, 2020

Burl Ives
Commissioner District #4

RE: Teresa Devick; 20753 Stony Point Rd, Grand Rapids, MN 55744
Legal Description: Lots 6-7, Reginawood Beach; S. 12, 54-26
PID: 63-460-0008
POKEGAMA LAKE (GD)

Dear Burl;

Enclosed is a copy of a variance application for your review and recommendation.

Once you have had a chance to review the application, please see Diane Nelson in the Environmental Services office to sign the original application and to submit your recommendation.

The Board of Adjustment will act on this request, Wednesday, September 9, 2020, 1:00pm, in the Board Room of the Itasca County Courthouse.

If you require additional information, please don't hesitate to contact our office.

Sincerely,

Katie Benes

Katie Benes
Environmental Services Specialist

PCBA 05

Itasca County Variance Application (v.04.09.12)
Itasca County Environmental Services
123 NE 4th Street
Grand Rapids, MN 55744
Phone: (218) 327-2857
TDD: (218) 327-2806
Fax: (218) 327-7331

PERMIT #_____

APPLICANT/OWNER NAME(S): TERESA DEVICK (218) 259-8598

AGENT NAME: BEN EDWARDS EDWARDS LAPLANT CONSTRUCTION.

MAILING ADDRESS: 17397 75TH PL N MAPLE GROVE MN 55311

PROPERTY ADDRESS: 20753 STONY POINT RD GRAND RAPIDS, MN 55744

PHONE: (612) 791-1261 ALTERNATE PHONE: (612) 791-1260

PARCEL IDENTIFICATION NUMBER 63-460-0008

LEGAL DESCRIPTION: Lots 6-7, Reginawoo Beach

SECTION: 12 TOWNSHIP: 54 RANGE: 26 TOWNSHIP NAME: 54-26 Unorg.

ZONING DISTRICT: Rural Residential LAKE NAME/CLASS: Pokegama (GD)

THIS VARIANCE APPLIES TO S. 3.8. / C. 3 SECTIONS OF THE ZONING ORDINANCE

EXPLAIN REQUESTED VARIANCE NEED(S): Detailed description of practical difficulty, or reasons for the variance

THE REASON FOR THE VARIANCE IS TO BUILD THE NEW GARAGE CLOSER TO STONY POINT ROAD. THE HARDSHIP IS THAT THE NEW DRIVE WAY INTO THE PROPERTY WILL NEED TO MOVE AND WILL NEED TO MOVE DRIVEWAY TOWARDS ROAD MORE, CUTTING THROUGH THE "NEW GARAGE" IN ORDER TO NOT DRIVE THROUGH NEIGHBORING SEPTIC/DRAIN FIELD.

*Attach additional sheets if necessary labeled "Variance Request"
*Please see the Criteria Necessary for the Granting of a Variance and, if applicable After the Fact Variance

IS THE VARIANCE REQUEST AFTER THE FACT? _____ YES X NO

MANDATORY LAKESHORE MITIGATION: *(To be included with the variance application if applicable)*

A. Septic System: Certified_____; Shall be Upgraded _____with Permit/Design obtained by: _____
Certification of New Septic System by:_____

B. Erosion control, storm water management, and mitigation plan as shown in Variance Application Instructions. _____YES ___P___NO _____Not Applicable

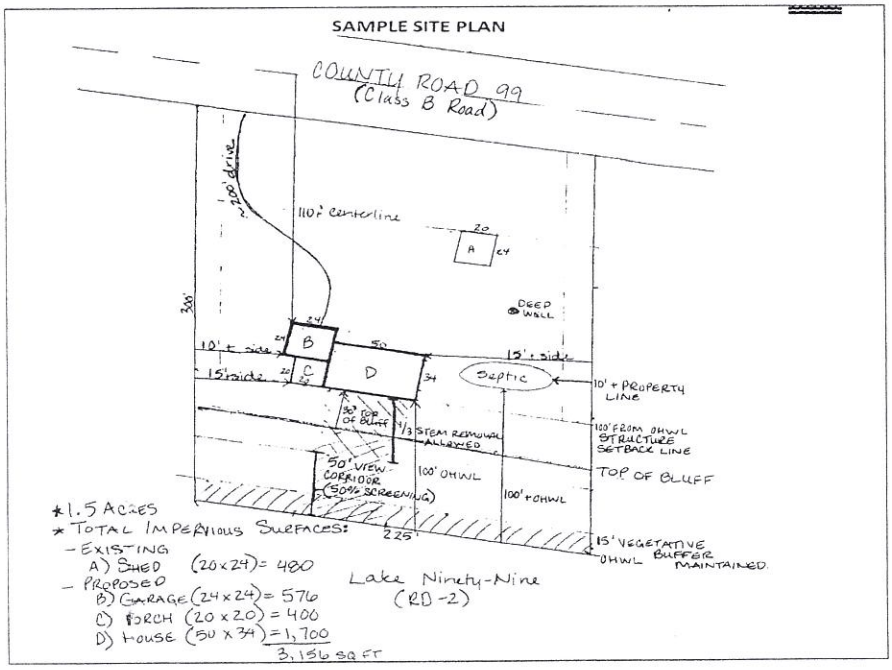
NO SEPTIC ON PROPERTY THAT VARIENCE IS BEING APPLIED FOR.

PCBA 01
C:PCBA

SITE PLAN SKETCH

SEE ATTACHED

EXAMPLE SITE PLAN SKETCH



***You must include all buildings, existing and proposed, on your property and label them. You must include all dimensions (including height) of the buildings as well as all setbacks to property lines, lakes or rivers, roads, and any other pertinent setbacks. Indicate slope of property with arrow(s).**

Site Inspection: The applicant acknowledges that no one can be prohibited from coming onto the property when the site is inspected by the Board of Adjustment.

Upon approval of this variance, it shall be the responsibility of the applicant to notify the Environmental Services Department, upon completion of their project, including any conditions. The property may be inspected at any time to assure and affirm all conditions and terms of the permit are in compliance.

SIGNATURE Kim. ep **DATE** 8/5/2020

FOR OFFICE USE:
On 8/5/2020, the Environmental Services Department received the completed application, accompanying information and the fee is paid in full. Also the Applicant or Agent has been given a copy of the information handout that addresses their responsibility for the variance processing.

PERMIT APPROVAL: In accordance with MS#15.99, Itasca County must approve or deny the variance application within 60 days of submission of the completed application/fee. If said application is denied, the reason/s must be stated in writing at the time of denial. This time line may be extended by Itasca County for another 60 days provided the applicant/s receive written notice with reasons for the extension. The extension may not exceed 60 days unless approved by the applicant. The 60 days will end on: 10/4/2020.

On _____ Planning Commission/BoA authorized an extension for the following reasons with an expiration date of:

_____

AUTHORIZING SIGNATURE_____ **DATE**_____

On _____, the applicants hereby waive the time frame requirements set forth in MS#15.99:

APPLICANT SIGNATURE_____ **DATE**_____

Witness:_____

RECOMMENDATIONS:

TOWN BOARD OF _____ APPROVAL CHAIR_____

OR AMEND DATE_____

UNORGANIZED TOWNSHIP REJECTION COMMISSIONER_____

REASONS:_____

DECISION: *The Board may impose conditions in the granting of a variance to insure compliance, to protect the environment, and to protect adjacent properties and the public interest, but any and all conditions must be directly related to and must bear a rough proportionality to the impact created by the variance.*

On _____the Board of Adjustment, unanimously/ majority vote APPROVED AMENDED DENIED a variance for:

_____

_____

(Description of Variance and conditions or reasons for denial)

_____ DATE_____

Chairperson – Itasca County Planning Commission/Board of Adjustment

*Approval includes the findings of fact and compliance with all County, State and Federal Rules, Regulations and Statutes as required by law. In accordance with Section 18.4 of the Zoning Ordinance, an appeal to District Court may be filed within 30 days after the receipt of notice of the decision.

PCBA 01a
C:PCBA

Itasca County Environmental Services
Courthouse
123 NE 4th Street
Grand Rapids, MN 55744
Phone: (218) 327-2857
TDD: (218) 327-2806
Fax: (218) 327-7331
Website: www.co.itasca.mn.us

CHECKLIST

Information required at the time of submission to process Variance Applications

_____ **Completed Application**

_____ **Detailed Sketch**

_____ **Fee $475**

_____ **Stake Out Site**—all proposed structures/additions must have corner stakes

_____ **Certification of SSTS** – Evaluate and upgrade SSTS to comply with the requirements of Minnesota Rules Chapter 7080-7083.

_____ **Mandatory Lakeshore Mitigation Plan, if within Shoreland zoning district.**

_____ **Answers to Findings of Fact and Criteria Necessary for Granting or Denying a Variance, and other applicable questions.**

QUESTIONS AND FURTHER INFORMATION: Please contact Environmental Services, 8:00 a.m. - 4:30 p.m., M-F.

I have read and fully understand the above instructions.

SIGNATURE_____ DATE_____

Itasca County Criteria Questions (v.11.14.2018)

PERMIT #_____

Itasca County Environmental Services
123 NE 4th Street
Grand Rapids, MN 55744
Phone: (218) 327-2857
TDD: (218) 327-2806
Fax: (218) 327-7331

A. It is the applicant's responsibility to provide answers to all of the following before the Board of Adjustment. These criteria, labeled 1-5 below, will be asked of the applicant during the public hearing. A variance can be granted only after all criteria are answered and supported with established findings of fact.

1. Has the applicant established a practical difficulty in complying with the land use controls that is unique to the property? Yes or No? Justify your answer in detail. (Variances will not be granted for economic or personal circumstances alone.)

THE DIFFICULTY IS THAT IN ORDER TO ~~Put~~ MOVE THE DRIVEWAY, IT NEEDS TO WRAP BACK INTO THE PROPERTY AND WE DON'T WANT TO GET TOO CLOSE TO THE NEIGHBORING PROPERTY WHERE IT WOULD REQUIRE THAT SEPTIC TO BE MOVED.

2. Is a variance the only feasible method to alleviate the practical difficulty that was not caused by the applicant or previous owners of the property? Yes or No? Justify your answer in detail.

BY MOVING GARAGE TOWARDS THE ROAD, IT ALLOWS US NOT TO HAVE TO MOVE NEIGHBORING SEPTIC/DRAINFIELD, WHICH WOULD BE MORE ENVIRONMENTALLY IMPACTFUL THEN MOVING THE GARAGE TOWARDS THE ROAD.

3. If granted, will the variance maintain the essential character of the locality and not create a substantial detriment to neighboring properties? Yes or No? Justify your answer in detail.

YES, IT WILL BE MAINTAINING ESSENTIAL CHARACTER ON NEIGHBORING PROPERTIES. THE ONE WON'T HAVE TO MOVE SEPTIC AND THE OTHER SIDE WE CAN MAINTAIN ALL SETBACKS.

4. Will the variance result in a use of the property in a reasonable manner not permitted by the Itasca County Zoning Ordinance? Yes or No? Justify your answer in detail.

YES, WE'RE JUST ASKING FOR SLIGHT SETBACK FROM ROAD, WE WILL STILL BE OUT OF WAY OF UTILITIES ETC. AND THIS WILL ALLOW US TO STAY AWAY FROM MOVING NEIGHBORING SEPTIC DRAIN FIELD

5. Is the variance consistent with the spirit and intent of the Itasca County Zoning Ordinance, the Itasca County Comprehensive Land Use Plan, and in the public interest of protecting public health, safety, convenience, welfare, property value, and the environment? Yes or No? Justify your answer in detail.

YES, WE'RE DOING THIS SO WE DON'T HAVE TO MOVE NEIGHBORING SEPTIC.

See Back for Additional Questions

PCBA 016
C:PCBA

B. In addition to the above, the Board of Adjustment must make findings on the following factors for an After-the-Fact Variance:

1. Did the applicant act in good faith and not act willfully or without the intent to violate the ordinance? Yes or No? Justify your answer in detail.

2. Did the applicant attempt to comply with the ordinance by obtaining a county zoning permit, or permit from other legal entity? Yes or No? Justify your answer in detail.

3. Did the applicant make a substantial investment in the property, or complete repairs/construction before being informed of the impropriety? (This applies only if the applicant acted in good faith). Yes or No? Justify your answer in detail.

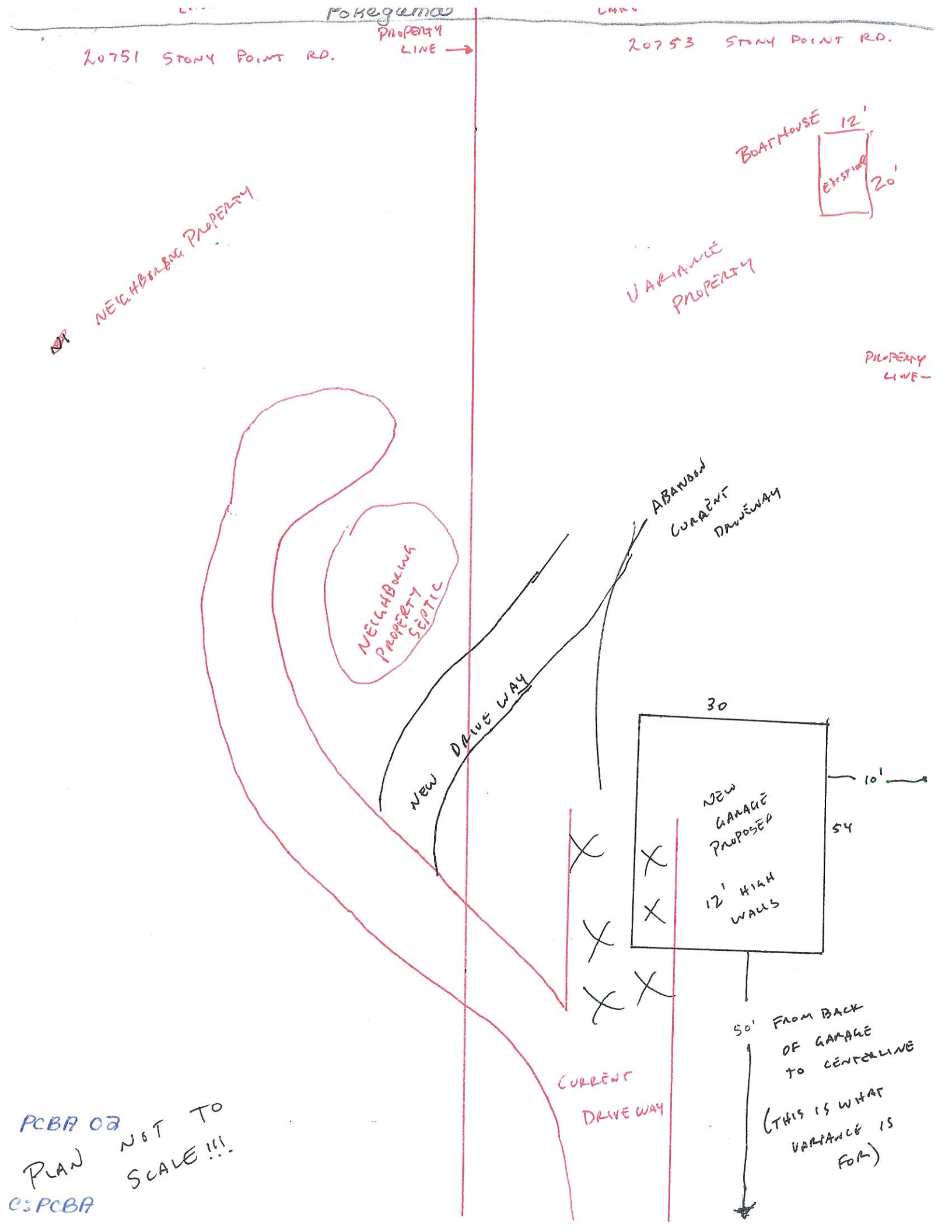
4. Does allowing the After-the-Fact variance provide due process that is not inconsistent with the treatment of others? Why or why not?

5. Is the variance a minimal variation from the requirement that does not create an undue burden on the County or the Public? Yes or No? Justify your answer in detail.

C. For an application that includes a variance from the requirement that contiguous nonconforming parcels be combined (see Zoning Ordinance Section 4.2.3), the following must be answered:

1. Will the variance not unreasonably alter the building density of the locality? Yes or No? Justify your answer in detail.

2. Can a compliant water supply and septic system be installed upon both the subject property and all those parcels within 100 feet of the subject parcel (where applicable), without causing pollution to wells, lakes, streams, rivers, or wetlands? Yes or No? Justify your answer in detail.


Pokegama
Lake
PROPERTY LINE
20751 STONY POINT RD.
20753 STONY POINT RD.
BOATHOUSE
12'
20'
NEIGHBORING PROPERTY
VARIANCE PROPERTY
PROPERTY LINE
ABANDON CURRENT DRIVEWAY
NEIGHBORING PROPERTY SEPTIC
NEW DRIVE WAY
30
10'
54
NEW GARAGE PROPOSED
12' HIGH WALLS
50' FROM BACK OF GARAGE TO CENTERLINE
(THIS IS WHAT VARIANCE IS FOR)
CURRENT DRIVEWAY
PCBA 02
PLAN NOT TO SCALE!!!
C:PCBA

August 19, 2020

ITASCA COUNTY, MINNESOTA

Teresa Devick has made application for a VARIANCE permit for the property described as: Lots 6-7, Reginawood Beach, Sec. 12, 54-26 (PID 63-460-0008).

THIS VARIANCE WOULD ALLOW: The construction of a garage 50' from the centerline of Stony Point Rd.

You are being notified of the impending action so that you may appear, or notify this office, of your concern(s), if any, regarding this VARIANCE application at the public hearing. A copy of the staff report for this application is available by contacting the Itasca County Zoning Department, five days prior to said hearing. Also, information to be presented to the Board, must be submitted to the Zoning Office five days prior to the hearing.

NOTICE OF HEARING: The public hearing of the Itasca County Planning Commission/Board of Adjustment will commence at 1:00 pm in the Board Room of the Itasca County Courthouse, Grand Rapids MN 55744, on the 9th day of September. NOTE: Once an agenda has been prepared, you may contact the Zoning Office to find out an 'approximate time' that this particular matter will be considered by the Board. Interested individuals must monitor the posted agenda and be available and prepared to proceed when the above matter is considered by the Board. ** Due to the Coronavirus (COVID-19) public health emergency, the Planning Commission/Board of Adjustment meeting may be conducted via teleconference (if required, in order to comply with current County restrictions) since in-person participation may or may not be allowed on the scheduled meeting date. Please contact Environmental Services at 327-2857 on September 8th to check if current restrictions allow in-person public participation at the meeting. Public comments can be submitted either by email (diane.nelson@co.itasca.mn.us), mail, or fax and must be received by 4:30 pm on September 4th, 2020.

If special accommodations are necessary for you to participate in this meeting, please contact the Zoning Office at (218) 327-2857 or (218) 327-2806 (TDD) as soon as possible so arrangements may be made.

Decisions of the [Board of Adjustment] shall be final unless an appeal of that decision is filed within thirty days, after receipt of notice of the decision, to District Court in Itasca County on questions of law and fact.

Sincerely,

Dan Swenson, Itasca County Environmental Services Director
123 NE 4th Street, Grand Rapids, MN 55744
(218) 327-2857 | FAX: (218) 327-7331

PCBA 06

HARRIS TOWNSHIP
CRITERIA NECESSARY FOR GRANTING A RECOMMENDATION FOR A

VARIANCE REQUEST

To make an affirmative recommendation of a Variance Request to the Itasca County Planning Commission and Board of Adjustment, the Harris Town Board must identify positive findings as specified:

REQUEST FROM: Teresa Devick **DATE** 9-2-2020

REQUEST FOR: Variance for garage.

1. **Without a variance, is the owner deprived of a reasonable use of the property? (i.e., is the request reasonable?)** **Yes or No or N/A**
   Comments:
   See comments on #6

2. **Are the circumstances which justify the variance unique to the property and not created by the applicant?** **Yes or No or N/A**
   Comments: due to the property being so narrow, the owner has to make the best use (of the property)

3. **If granted, will the variance maintain the essential character of the neighborhood?** **Yes or No or N/A**
   Comments: Many garages, which are a shorter distance than his 50' setback

4. **Have environmental concerns or precautions been addressed?** **Yes or No or N/A**
   Comments:

5. **Have boundary/property lines been found, correctly identified, and agreed upon by all property owners involved?** **Yes or No or N/A**
   Comments:

6. **Other Comments :** Question arose on why the garage could not be moved closer to the lake. Is this because of future construction on property.

****

Based on the criteria above, the Harris Town Board will make the following recommendation to the Itasca County Planning Commission / Board of Adjustment regarding the Variance Request:

X ***RECOMMEND AS PRESENTED/REQUESTED*** _____ ***DO NOT RECOMMEND***

_____ ***RECOMEND IF AMENDED AS FOLLOWS:***

_____

Signed, the Harris Township Board of Supervisors:

_____ **Ken Haubrich, Chairman**

_____ **Peggy Clayton**

_____ **Dennis Kortekaas**

_____ **Jim Kelley**

_____ **Mike Schack**

Note:
The Harris Town Board reserves the right to change or amend their recommendation, based on new information, up until the scheduled public hearing by the Itasca County Planning Commission / Board of Adjustment

DATE: September 2, 2020

11B.

Payment Request
Harris Township
Itasca County

Name: Peggy Clayton
Address:

Date	Description	# Hours	Rate	Amount
	Itasca County Township Association Meeting CANCELLED	fixed rate	$60.00	
8/12/2020	Regular Meeting	fixed rate	$60.00	$60.00
8/26/2020	P and D Meeting	fixed rate	$60.00	$60.00
Monthly	Supervisor Wages	fixed rate	$400.00	$400.00
Additional Work:				
8/3/2020	Closed/Open Work Session: security and CARES Act 7-8:45 pm	1.75	$19.00	$33.25
8/4/2020	CARES Act MAT Zoom Meeting 10-11:30 am	1.25	$19.00	$23.75
8/5/2030	Stony Point Work Session 6:30-8 pm	1.5	$19.00	$28.50
8/15/2020	emergency road meeting 8:30-9:00 am	0.5	$19.00	$9.50
8/17/2020	Meeting on boat landings 6:30-8:15 pm	1.75	$19.00	$33.25
8/19/2020	Call to Sheriff re: damages at Crystal, met with sheriff dep 2:15-3:25	1	$19.00	$19.00
8/24/2020	Copies and meeting re:Cares Act 6:45 pm-8:30 pm	1.75	$19.00	$33.25
8/26/2020	CARES Act Zoom meeting 10-10:45 am	0.75	$19.00	$14.25
8/26/2020	Local Collaborative Meeting 11 am-1:00 pm	2	$19.00	$38.00
8/26/2020	District 11 Zoom Meeting 6-7:15 pm	1.25	$19.00	$23.75
	Totals	**13.5**	$19.00	**$256.50**
NO PAY		**Mileage**		
8/5/2020	Park and cemetery inspections (mileage)	21		
8/5/2020	Wells Fargo deposit (mileage)	11.2		
8/6/2020	Facebook post			
8/6/2020	Pick up mail and to hall (mileage)	8		
8/7/2020	Facebook post			
8/13/2020	Calls to and from Personnel Dynamics			
8/13/2020	Pick up mail and to hall (mileage)	8		
8/13/2000	Park and cemetery inspections (mileage)	21		
8/13/2020	Facebook post			
8/14/2020	Facebook post (3)			
8/14/2020	call from Sunny Beach Rd constituent re: tree down			
8/15/2020	Facebook post (3)			
8/15/2020	Call re: road washout on Wendigo heights; sent to MS			
8/17/2020	Facebook post			
8/19/2020	Talked with MowDaddy about possibility of additional mowing			
8/19/2020	Park and cemetery inspections (mileage)	21		
8/20/2020	Pick up mail and to hall (mileage)	8		
8/21/2020	Facebook post			
8/22/2020	Facebook post			
8/24/2020	Wells Fargo deposit (mileage)	11.2		
8/25/2020	Facebook post			
8/25/2020	Park and cemetery inspections (mileage)	21		

8.11

8/26/2020	Call from constituent on Hale lake re: dock under water			
8/27/2020	Call from constituent re: needing DNR number			
8/27/2020	Pick up mail and to hall (mileage)	8		
8/27/2020	Wells Fargo deposit (mileage)	11.2		
	TOTALS	**149.6**		
Reimbursements:				
August	Mileage @ .575/mile x 149.6	149.60	$0.575000	**$86.02**
	Total reimbursements requested:			

ADDITIONAL DEDUCTIONS 75.00(F); 25.00 (S) ***($100.00)***

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

31-Aug-20

Signature Peggy Clayton

Payment Request

Harris Township

Itasca Count CLERK

Name: Peggy Clayton

Address:

Grand Rapids

Date	Description	# Hours	Rate	Amount
CLERK				
8/2/2020	Hall to print COVID info for brd WS, get 8/26 posting ready 1-2:45	1.75	$19.00	$33.25
8/3/2020	Print invoices for COVID before mtg 6:15-6:30	0.25	$19.00	$4.75
8/3/2020	Clean after WS, look for CUP info 8:45-9:30	0.75	$19.00	$14.25
8/4/2020	Minutes of 8/3/20 WS 7:15-8 pm	0.75	$19.00	$14.25
8/4/2020	Minutes of Zoom mtg 5:00:5:30	0.5	$19.00	$9.50
8/4/2020	Call from constituent re:CUP	0.25	$19.00	$4.75
8/5/2020	Call from stony point constituent re: mtg	0.25	$19.00	$4.75
8/5/2020	Call from constituent re: stony point mtg	0.25	$19.00	$4.75
8/5/2020	Clean hall after stony point mtg 8:00-8:45	0.75	$19.00	$14.25
8/5/2020	Minutes of stony pt mtg 10pm—11:00 pm	1	$19.00	$19.00
8/7/2020	Work on agenda for 8/12/20 mtg	0.75	$19.00	$14.25
8/9/2020	hall to do deposits, water plants, make packets and board agenda Had to scan 2x to remove information 5-8:15 pm	3.25	$19.00	$61.75
8/10/2020	Call re: north gamma beach rd; not township	0.25	$19.00	$4.75
8/12/2020	Set up for brd, after board clean, upload tc website, emails, post 8/25 and 8/26 meetings 9-10 pm	1	$19.00	$19.00
8/14/2020	Board minutes of 8/12 3:30-6:00 pm	2.5	$19.00	$47.50
8/14/2020	Review brd minutes before sending to chair 7-7:30 pm	0.5	$19.00	$9.50
8/15/2020	Minutes of emergency mtg of 8/15 12:30-1:15 pm	0.75	$19.00	$14.25
8/17/2020	Hall to open mail, water plants, SEH contracts 4:30-5:15	0.75	$19.00	$14.25
8/18/2020	Letter to TED re: grant and email to SC and BD	0.75	$19.00	$14.25
8/18/2020	Recorder sept to research picnic park 3:45-4:15 pm, more needed	0.5	$19.00	$9.50
8/19/2020	Complete Cemetery deed for brd mtg, work on property levy Reso.	0.75	$19.00	$14.25
8/20/2020	Email to and from new prop. Owner re: culvert	0.5	$19.00	$9.50
8/21/2020	Minutes from 8/27 landings mtg.	0.75	$19.00	$14.25
8/21/2020	Board agenda for 8/26 mtg	0.5	$19.00	$9.50
8/23/2020	Board agenda, packets, upload, order toners, water plants	2.75	$19.00	$52.25
8/24/2020	Put costs together for CARES Act mtg for bcard on expenses	0.5	$19.00	$9.50
8/24/2020	Follow up with state on CARES disbursement, re-email	0.5	$19.00	$9.50
8/25/2020	VM from constituent on Birch Street			
8/25/2020	Meet Anderson glass at hall re: push plate, waited for contractor	1	$19.00	$19.00
8/26/2020	Set up for brd, 5:30 - 6 pm, after brd, clean, upload to website	1.25	$19.00	$23.75
8/29/2020	Minutes of 8/24 work session	1	$19.00	$19.00
8/29/2020	Minutes of 8/26 CARES Act Zoom mtg	0.5	$19.00	$9.50
8/29/2020	Minutes of 8/26 District 11 Mtg	0.75	$19.00	$14.25
8/30/2020	Minutes of 8/26 Board mtg 11 pm-1:15 am	2.25	$19.00	$42.75
8/31/2020	Hall to water plants, mail, make copies of variance request 3:15-3:45	0.5	$19.00	$9.50
	TOTALS	**31**	**$19.00**	**$589.00**
Elections				
8/1/2020	Emails/texts to and from election judges	0.5	$19.00	$9.50
8/4/2020	Start printing off election signs/posters for laminating	0.75	$19.00	$14.25

8/9/2020	Email to and from Connie cook re: election info for judges 4-5pm	1	$19.00	$19.00
8/10/2020	Courthouse to get election equipment 8-9 am	1	$19.00	$19.00
8/10/2020	Set up with Maint and supervisor for elections 9-1:30 pm	4.5	$19.00	$85.50
8/10/2020	Back to courthouse and then to rapids printing 1:30-2:15 pm	0.75	$19.00	$14.25
8/10/2020	Back to hall to put up signs etc 2:15-3:30 pm	1.25	$19.00	$23.75
8/10/2020	Back to hall for training with election judges, etc 5:00-8:45pm	3.75	$19.00	$71.25
8/11/2020	Election Day! 5:45 am-11:00 pm (included courthouse for counts	17.25	$19.00	$327.75
8/12/2020	Hall for cleanup; sweep, vacuum, mop, bathrooms, put stuff away	2.5	$19.00	$47.50
	TOTALS	**33.25**	**$19.00**	**$631.75**
Reimbursements:		**MILEAGE**		
August	Courthouse elections 2x on 8/10; 1x on 8/11, 8/19, 8/27	**59.00**		
	Rapids printing 2x	**22.00**		
	Total reimbursements requested:	***81.00***	0.575	**$46.58**

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

31-Jul-20

Signature Peggy Clayton

Payment Request
Harris Township
Itasca County

Name: Peggy Clayton
Address:

Date	Description	# Hours	Rate	Amount
Cleaning:				
8/3/2020	Sanitize after work session	0.25	$19.00	$4.75
8/5/2020	Sanitize after work session	0.25	$19.00	$4.75
8/12/2020	Sanitize after board meeting	0.25	$19.00	$4.75
8/24/2020	Sanitize after work session	0.25	$19.00	$4.75
8/26/2020	Sanitize after board meeting	0.25	$19.00	$4.75
	TOTALS	**1.25**	**$19.00**	**$23.75**
Texts, calls:				
8/1/2020	Cancel hall rental for 8/9 and pavilion rental for 8/19	0.25	$19.00	$4.75
8/9/2020	Call on hall rental for 9/19; told them hall was closed	0.25	$19.00	$4.75
8/9/2020	Call to cancel hall rentals for 8/19	0.25	$19.00	$4.75
8/27/2020	Call to reserve hall on 6/12/2021; hall taken already	0.25	$19.00	$4.75
8/27/2020	Call to reserve hall on 8/28/2021; they will check back	0.25	$19.00	$4.75
8/27/2020	Call on hall rental for 8/30; hall closed	0.25	$19.00	$4.75
8/27/2020	Call on June 2021 hall rental; I left VM	0.25	$19.00	$4.75
8/28/2020	Hall rental June 19, 2021 grad party (R)	0.25	$19.00	$4.75
8/28/2020	Call on wanting to reserve hall on sept 26, 2020; hall closed	0.25	$19.00	$4.75
8/28/2020	Call to cancel September hall rentals for two renters	0.25	$19.00	$4.75
8/29/2020	Call on hall rental for Nov 1, (R) baby shower	0.25	$19.00	$4.75
	TOTALS	**2.75**	$19.00	**$52.25**
Reimbursements:				
	OVERALL TOTAL			**$76.00**
	Total reimbursements requested:			

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

Signature Peggy Clayton 31-Aug-20

Payment Request

Harris Township
Itasca County

Name: Peggy Clayton
Address:

Date	Description	# Hours	Rate	Amount
Sexton				
8/10/2020	Call from person wanting to purchase site	0.25	$19.00	$4.75
8/10/2020	Call from Carla Wiswell on purchasing sites and gave her locations	0.5	$19.00	$9.50
8/10/2020	Call to Rowe regarding Saturday burials	0.25	$19.00	$4.75
8/12/2020	Meet Carla Wiswell at Cemetery to purchase 4 sites; cell with DM	1.5	$19.00	$28.50
8/12/2020	Call from Rowe on burial information/site location	0.25	$19.00	$4.75
8/17/2020	Texted to/from individual waiting for Cemetery deed	0.25	$19.00	$4.75
8/17/2020	Call from Rowe re: cremation burial date; talked with DM	0.5	$19.00	$9.50
8/19/2020	Call from Rowe re: cremation burial/site; talked with DM	0.25	$19.00	$4.75
8/19/2020	Call from constituent re: burial of his wife/burial site 5:30-6pm	0.5	$19.00	$9.50
8/19/2020	Call from veteran dept to stop in and sign paperwork	0.25	$19.00	$4.75
8/19/2020	Call to constituent re: Cemetery deed follow-up, I went to Recorder	0.25	$19.00	$4.75
	Dept to check on deed, mailed it to constituent (mileage)			
8/19/2020	Call to derrick on site location concerns and meeting at 10:30 am	0.25	$19.00	$4.75
8/19/2020	Go to service center to look for deed and/other info.	0.5	$19.00	$9.50
8/19/2020	Go through "old" cemetery papers, etc., to look for deed	0.5	$19.00	$9.50
8/19/2020	Call from Rowe regarding 8/22/20 cremation burial; called DM	0.5	$19.00	$9.50
8/19/2020	Meet with constituent at cemetery re: burial 10:30-11 am	0.5	$19.00	$9.50
	TOTALS	**7**	$19.00	**$133.00**
Reimbursements:				
	Total reimbursements requested:			

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

31-Aug-20

Signature Peggy Clayton

Payment Request
Harris Township
Itasca County

Name: Kenneth Haubrich
Address:

Date	Description	# Hours	Rate	Amount
	Itasca County Township Association Meeting	fixed rate	$ 60.00	$ 60.00
8/12/2020	Regular Meeting	fixed rate	$ 60.00	$ 60.00
8/26/2020	Planning and Development Meeting	fixed rate	$ 60.00	$ 60.00
Aug-20	Supervisor Monthly Salary	fixed rate	$ 450.00	$ 450.00
Additional Work:				
8/3/2020	Work Session - Security - CUP Hawkinson - Cares Act	1.75	$ 19.00	$ 33.25
8/5/2020	Work Session - Stony Point	1	$ 19.00	$ 19.00
8/10/2020	Call inquiring about buying a grave plot	0.1	$ 19.00	$ -
8/10/2020	Call from Karen Grandia on Stony Point Rd snow plowing	0.1	$ 19.00	$ -
8/17/2020	Work Session - Public Landings	1.75	$ 19.00	$ 33.25
8/24/2020	Cares Act	1.5	$ 19.00	$ 28.50
8/27/2020	Telephone calls about storm damage	0.5	$ -	$ -
			Total	**$ 744.00**
			pera	
			fica	
			medi	
			fed	$ 100.00
			state	$ 50.00
Reimbursements:			Net pay	
	Mileage			$ 15.53
	Other Expenses			$ -
	Total reimbursements requested:	$ -		
			Check amt:	$ -

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

Ken Haubrich
Signature

Date

Reimbursements:	Miles	Rate	Amount

8/3/2020	Look at leaning tree on Westwood Road	3	0.575	$	1.73
8/5/2020	Stony Point Rd Turn Around Meeting	7	0.575	$	4.03
8/27/2020	Look at Stony Point snowplow turnaround and storm damage, and storm damage on Key View Drive.	17	0.575	$	9.78
			0.575	$	-
			0.575	$	-
			0.575	$	-
			0.575	$	-
			0.575	$	-
	Total Mileage:		0.575	$	15.53
	Other Expenses				
	Total Other Expenses:				

Payment Request

Harris Township
Itasca County

Name: Jim Kelley
Address:
Grands Rapids, MN

Date	Description	# Hours	Rate	Amount
8/26/2020	Planning and Development Meeting	fixed rate	$ 60.00	$ 60.00
Cancelled	Itasca County Township Association Meeting	fixed rate	$ 60.00	$ -
8/12/2020	Regular Meeting	fixed rate	$ 60.00	$ 60.00
Monthly	Supervisor Wages	fixed rate	$ 400.00	$ 400.00
Additional Work:				
8/3/2020	Work Session	2.25	$ 19.00	$ 42.75
8/5/2020	Work Session	1	$ 19.00	$ 19.00
8/15/2020	Emergency Meeting Roads	0.5	$ 19.00	$ 9.50
8/15/2020	Work on Road Repairs	6.75	$ 19.00	$ 128.25
8/17/2020	Work Session Landings	1.75	$ 19.00	$ 33.25
8/24/2020	Work Session - CARES	1.5	$ 19.00	$ 28.50
			$ 19.00	$ -
			$ 19.00	$ -
			$ 19.00	$ -
			$ 19.00	$ -
			$ 19.00	
			$ 19.00	$ -
			Total	**$ 781.25**
			pera	
			fica	
			medi	
			fed	
			state	
			Net pay	
Reimbursements:				
260.75	Mileage		0.575	**$ 149.93**
	Other Expenses			
	Total reimbursements requested:			**$ -**

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Check amt:

8/31/2020
DATE

Jim Kelley
Signature

Items Covered Under Stipend

Date	Description	Hours	Mileage
8/2	Road Inspections	2	40
8/4	Met with Salesman on cameras	1.5	
8/6	Talked with S E H on 2020 Road Projects	0.5	21
8/8	Road inspections after storm	5	78
8/8	*Cut up and cleared trees and brush from road*		
8/14	Talked with Hawkinson on Sunny Lane	0.25	
8/14	Met with S E H on Sunny Lane	1	8
8/14	Drive town roads during storm	81	5.75
8/14	Clear tree from Sunny Beach		
8/14	Clear brush from Woodbine		
8/14	Clear 3 trees from Bear Creek		
8/14	Clear tree from Wendigo Park		
8/14	Clear tree from Aspen Drive		
8/14	Clear tree from Sunny Beach Addition		
8/14	Call Casper Construction for Barricades due to water over road		
8/14	Water over roads (Schmidt Rd, Sunny Beach Rd., Wendigo Rd. Field Crest Rd.		
	Norbert Rd. Underwood West and East.)		
8/14	Major washouts on Sunny Beach Rd., Key View Dr., Norderg Dr.		
	and shoulder on Wendigo Park		
8/14	*Met Derrick at Casper to load Barricades*	0.5	
8/14	*Talked with many resident on storm conitions*		
8/15	*Drove town roads*	2	45
8/15	*Called Casper for help with road work and pump due to storm*	0.5	
8/15	Talked with S E H on rutting on Tolerick Rd.	0.25	
8/16	Met with resident on Westwood on removing a tree leaning to road	0.5	
8/16	Went to see a resident on Wagon Wheel Court on culvert job	0.5	12
8/17	*Had phone call on culvert on Sunny Beach*	0.25	
8/17	Had call on culvert on East Harris	0.25	
8/17	Talked to Hawkinson on Sunny Lane	0.25	
8/17	Talked to S E H on Sunny Lane	0.25	
8/17	Talked to Resident on Wagon Wheel on culvert project	0.25	
8/17	Checked Sunny Beach Rd. washout area	0.25	
8/18	*Check on Sunny Lane work*	0.5	2
8/19	*Had call on gravl washing in their yard*	0.25	
8/19	*Check on Sunny Lane work*	0.5	2
8/20	Check out work on Sunny Lane & spoke with S E H	0.5	2
8/23	*Inspect town road*	2.75	45
8/25	Talked with Casper on grading roads	0.25	
	TOTAL Page 1 & 2	**104.75**	**260.75**

Items Covered Under Stipend

Date	Description	Hours	Mileage
8/25	Talked with resident on Little Crystal Lane on runoff	0.25	
8/26	Talked with S E H on numbers for 2020 road projects	0.5	
8/27	Talked to Hawkinson on blacktopping the cemetary	0.5	
8/27	*Met with Ken & S E H on Stoney Point on turnaround*	*0.5*	
8/27	*Talked wit Soil & Water on wetlands on Stoney Point*	*0.5*	
8/27	Talked to Jason with Medicom on Stoney Point turnarond	*0.25*	
8/28	Look at Plugged culkvert on Sunny Beach that resident called on	0.5	
		3	0

Payment Request 9-9-2020

Harris Township
Itasca County

Name: Nancy Kopacek
Address:
Grand Rapids, MN 55744

Date	Description	# Hours	Rate	Amount
SALARY	Treasurer's salary - $750 per month	0.5	$ 750.00	$ 375.00
Meeting	August 26 P&D Board Meeting	1	$ 60.00	$ 60.00
8/23/2020	Town Hall print bills, check emails and make copies	2.5		
8/24/2020	State Unemployment site research, text messages	0.5		
8/26/2020	Process payroll, claims, print checks for meeting , ck email	2.5		
8/26/2020	P&D Meeting	2.5		
8/28/2020	Mail Bills, check emails, provide ST3 form for DSG to Derrick	1		
9/1/2020	Checked emails	0.25		
9/2/2020	Checked emails, picked up mail	0.25		
		9.5		
Additional Work:				
8/25/2020	Set-up election judges in CTAS	1	$ 19.00	$ 19.00
8/26/2020	CARES Act webinar	0.75	$ 19.00	$ 14.25
8/27/2020	Finalize election judges I9 documentation	0.5	$ 19.00	$ 9.50
9/2/2020	Work Session CARES Act	1.5	$ 19.00	$ 28.50
			$ 19.00	$ -
			Total	**$ 506.25**
			pera	
			fica	
			medi	
			fed	
			state	
			Net pay	
Reimbursements:				
	Mileage		0.575	$ -
	Total reimbursements requested:	$ -		$ 506.25

Check amt: $ 506.25

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

Signature

Date

Payment Request
Harris Township
Itasca County

Name: Dennis Kortekaas
Address:

Date	Description	# Hours	Rate	Amount
	Itasca County Township Association Meeting	fixed rate	$ 60.00	
/	Regular Meeting	fixed rate	$ 60.00	
8-26	Planning and Development Meeting	fixed rate	$ 60.00	60.00
Aug.	Supervisor Monthly Salary	fixed rate	$ 400.00	$ 400.00
Additional Work:				
8-3	Work session	1.75	19.00	33.25
8-15	Emergency Meet. Sunny Beach Rd.	.5	19.00	9.50
8-24	Work session (cares act.)	1.5	19.00	28.50
			Total	
			pera	
			fica	
			medi	
			fed	
			state	
			Net pay	
Reimbursements:				
	Mileage			#REF!
	Other Expenses			#REF!
	Total reimbursements requested:	$ -		

No taxes taken out PLEASE

Check amt: $ -

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

Dennis Kortekaas — Signature

Aug. 31, 2020 — Date

Harris Township
Pay Request

Derrick Marttila
Address:

	General	Equipment	Road/Bridge	Cemetery	Recreation	Buildings/Grounds	TOTAL
Date	100	200	300	400	500	600	
24-Aug	0.5	0.5	6	0.5	0.5		8
25-Aug			8				8
26-Aug	1.5		5.5			1	8
27-Aug	0.5		7			0.5	8
28-Aug	1.5	0.5	6				8
31-Aug	0.5	1.5	5.5	1		1.5	10
1-Sep		0.5	9.5				10
2-Sep		0.5	9.5				10
3-Sep	2.5	0.5	7				10
							0
							0
							0
							0
OVERTIME							0
29-Aug	2		CALL-IN	2			4
							0
							0
							0
							0
							0
							0
							0
							0
							0
							0
							0

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

Derrick Marttila 9/3/2020

Signature Date

Payment Request

Name: MICHAEL SCHACK

Harris Township

Itasca County

Date	Description	Hours	Amount
AUG	Monthly Wages	**Fixed Rate**	**400.00**
8-12	Regular Board Meeting	**Fixed Rate**	**60.00**
8-26	P and D meeting	**Fixed Rate**	**60.00**
	Itasca Township Meeting	**Fixed Rate**	
	Additional Work		
8-3	MTG,CARES ACT, SECURITY	1.75	33.25
8 3-7	AM MTG		
8-5	STONY PT MTG	1	19.00
8-6	FIREWISE	.5	9.50
8-10	ELECTION SET-UP	4	76.00
8-12	TALK WITH CREW, SUPERVISOR CLAYTON 1HR		
8-14	ACCESS DAMAGE FRON RAIN	3	57.00
8-16	EMERGENCY MTG, WORK ON WASHOUTS	**6.5**	**123.50**
8-17	CEDA SITE VISITS	1.75	33.25
8-17	TALKED WITH JOHN MOORE FIREWISE	.5	9.50
8-24	CARES ACT WORK SESSION	1.5	28.50
8 24-28	AM MTGS		
8-27	TALKED WITH RES CULVERT .25		
8-28	VISIT SITE FOR CULVERT	2	38.00
	Mileage		
Date	Description		
8-3	LANDINGS	18	
8-10	LANDINGS	18	
8-13	DROVE ROADS STORM DAMAGE	24	
8-18	LANDINGS	18	
8-18	CHECKED BEAR CREEK RD	24	
8-24	LANDINGS	18	
8-28	SITE VISIT	24	
	Net Pay Total		

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

MICHAEL SCHACK

*Please sign

CASPER Construction Inc.

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

INVOICE NO. 22749

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

Job: 70220
HARRIS TWP RD GRADING

INVOICE DATE	INVOICE NO.	CUSTOMER NO.	PAYMENT TERMS	CONTRACT NO.
8/26/2020	22749	HAR005	On Rcpt	

WASHOUT REPAIR

QUANTITY (HRS)	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
4	8/15/20 DUMP TRUCK	115.00	460.00 *
4	8/15/20 FLATBED TRUCK	110.00	440.00 *
1	8/15/20 LABOR	74.00	74.00 *
9	8/15/20 JOB TRAILER	10.00	90.00 *
85 CY	8/15/20 CLASS 5	8.50	722.50 *

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

TOTAL AMOUNT DUE $1,786.50

* means item is non-taxable

CASPER Construction Inc.

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

INVOICE NO. 22746

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

Job: 13020
SALE OF CONST MATERIAL

INVOICE DATE	INVOICE NO.	CUSTOMER NO.	PAYMENT TERMS	CONTRACT NO.
8/26/2020	22746	HAR005	On Rcpt	

QUANTITY (HRS)	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
36.68 TON	8/13/20 CLASS 5	6.10	223.75 *
0.5	8/13/20 DUMP TRUCK	115.00	57.50 *

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

TOTAL AMOUNT DUE **$281.25**

* means item is non-taxable

Computer Enterprises

Computer Enterprises
212 North Pokegama Ave
Grand Rapids, MN 55744
United States
2183261897
Fax:

Date
09/01/2020

Bill To
Harris Township 30037 Harristown Road Grand Rapids, MN 55744 United States

Invoice Number: 78665

Payment Terms: Due upon receipt

Date	Item Description	Type	Resource Name	Billable Hours	Quantity	Rate/Cost	Billable Amount
09/01/2020	Service: Cornerstone Managed Workstation [09/01/2020 - 09/30/2020] Contract Name: Harris Township Managed Workstation 2019 10/01/2019 - 09/30/2020 Cornerstone Managed Workstation: Managed Anitvirus/AntiMalware, Patches, OS Updates, Monitoring: • Proactive Windows Patch and Update Management • Proactive Antivirus/Malware/Spyware Management • Proactive System Monitoring and Management w/Alert Notifications • Regular Disk Optimization • Priority Service Scheduling • Live Inventory and Asset & Life Cycle Management • Dedicated Network Administrator & Account Manager • Advanced Service Ticketing System w/Client Portal • Monthly Executive Reporting • Annual Technology Reviews • Discounted labor rates	Service			3.00	18.99	56.97

Auto Draft is now available. Please contact Krissy for information.

Total Billable Amount	$56.97
Total Taxes	$0.00
Grand Total	**$56.97**

WE KNOW THESE ARE UNCERTAIN TIMES AND WE WANT TO DO OUR BEST TO HELP OUT. PLEASE CONTACT US IF YOU WOULD LIKE TO DISCUSS PAYMENT OPTIONS. WE ARE ALL IN THIS TOGETHER.

NICOLLE ZUEHLKE
COUNTY RECORDER/REGISTRAR
Itasca County Courthouse
123 NE 4th Street
Grand Rapids MN 55744
PHONE: 218-327-2856

Harris Township

STATEMENT OF FEES

Date	Description	$ Amount
8/20/2020	Copies:	
	A000280423	$2.00
	Total	$2.00

RECEIVED 8/20/2020

PLEASE RETURN THIS STATEMENT WITH PAYMENT
All Bills Must Be Paid Promptly Upon Receipt of Invoice

Customer Statement

For 8/13/2020 to 8/13/2020

Monday, August 24, 2020 1:45 PM

County:

Itasca County Recorder
123 NE 4th St
Grand Rapids, MN 55744

Customer:

HARRIS TOWNSHIP
20876 WENDIGO PK RD
GRAND RAPIDS, MN 55744

Receipt #:	Doc #:	Date:	Type:	Paid:	Debited:	Charged:	Outstanding:
189270	A000742841	8/13/2020	CEMETERY DEED	$0.00	$0.00	$46.00	$46.00
				$0.00	**$0.00**	**$46.00**	**$46.00**

Previous Balance:	**$0.00**
Net Posted to Account:	**$0.00**
Charged / Debited Items:	**$46.00**
Ending Balance:	**$46.00**

Thank you for your business!
PLEASE RETURN THIS INVOICE WITH PAYMENT
All Bills Must Be Paid Promptly Upon Receipt of Invoice

RECEIVED 8/31/2020

Lease Landscaping, Inc.

32057 South Pit Road
Grand Rapids, MN 55744
(218)326-0876

Invoice

Date	Invoice #
8/27/2020	2315

Bill To

Harris Township
20876 Wendigo Park Road
Grand Rapids, MN 55744

Job Site

P.O. No.	

Service Date	Description	Qty	Rate	Amount
8/17/2020	Straw blanket Double net (100yd)		65.00	65.00

RECEIVED 9/2/2020

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

3% Handling charge on all credit card payments

Subtotal	$65.00
Sales Tax (0.0%)	$0.00
Total	$65.00
Payments/Credits	$0.00
Balance Due	$65.00

Thank You !!

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

MOW-DADDY.COM

25485 US HWY 2
Grand Rapids, MN 55744
Jim@Mow-Daddy.com
218-301-9971

NAME Harris Township -

ADDRESS

PH. NO.

DATE 8-23-20

SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE.RETD.	PAID OUT
weekly ending 6						

QTY.	DESCRIPTION	PRICE	AMOUNT
6-13	Crystal Sp. PK		440 —
6-20			440 —
6-27			440 —
7-18			440 —
7-25			440 —
8-8			440 —
8-15			440 —
8-22			440 —
		S. Total	3520 —
6-13	Wendigo PK		235 —
6-20			235 —
6-27			235 —
7-18			235 —
7-25			235 —
8-8			235 —
8-15			235 —
		S. Total	1645 —
	Page 1	TAX	N/A
		TOTAL	5165 —

RECEIVED BY

RECEIVED 8/23/2020

ALL CLAIMS AND RETURNED GOODS MUST BE ACCOMPANIED BY THIS BILL.

No. 001577

Thank You

GP-159-2
PRINTED IN U.S.A.

MOW-DADDY.COM

25485 US HWY 2
Grand Rapids, MN 55744
Jim@Mow-Daddy.com
218-301-9971

NAME Harris Township

ADDRESS

week ending date

PH. NO.

DATE 8-23-20

SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE.RETD.	PAID OUT	

QTY.	DESCRIPTION	PRICE	AMOUNT
6-13	Cemetery		370 —
6-20			370 —
6-27			370 —
7-11			370 —
7-18			370 —
7-25			370 —
8-1			370 —
8-15			370 —
8-22			370 —
			370 —
	s-Total		3330 —
6-13	Town Hall		65 —
6-20			65 —
6-27			65 —
7-11			65 —
7-25			65 —
8-8			65 —
8-15			65 —
8-22			65 —
			520 —
		TAX	N/A
		TOTAL	9,015 —

RECEIVED BY Page 7 + 2 Total

RECEIVED 8/23/2020

Page 2

No. 001578

ALL CLAIMS AND RETURNED GOODS MUST BE ACCOMPANIED BY THIS BILL.

GP-159-2
PRINTED IN U.S.A.

Thank You

PLACKNER TREE CARE, INC.
36091 S PRAIRIE RIVER RD
BOVEY, MN 557097532 US
218.245.0105
valerie.plackner@gmail.com

Invoice

BILL TO
Harris Township
20876 Wendigo Park Rd
Grand Rapids, MN 55744

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
7544	08/14/2020	$250.00	09/13/2020	Net 30	

DESCRIPTION	QTY	RATE	AMOUNT
Tree Removal Tree Removal Maple and take branches	1	250.00	250.00

BALANCE DUE **$250.00**

RECEIVED 8/31/20

Portable John
PO Box 490
Hibbing, MN 55746
800-370-4576

PORTABLE JOHN

BILL TO
Harris Township
20876 Wendigo Park Road
Grand Rapids, MN 55744

SHIP TO
Laplant
31518 Laplant Road
Grand Rapids, MN 55744

3985
DATE 08/24/2020
DUE DATE 09/14/2020

JOB DETAILS
Boat Landing

CONTACT / PHONE #
Dennis Kortekas / 218-256-6160

BILLING CYCLE
7/27/2020 - 8/23/2020

EFFECTIVE DATE	SERVICE DESCRIPTION	QTY	RATE	AMOUNT
05/08/2020	Regular Toilet Rental & Service	1	60.00	60.00
05/08/2020	Hand Sanitizer - Weekly	1	0.00	0.00

BALANCE DUE **$60.00**

Thank you!

We sincerely appreciate your business!

ap@portablejohnmn.com
www.portablejohnmn.com

Portable John
PO Box 490
Hibbing, MN 55746
800-370-4576

PORTABLE JOHN

BILL TO
Harris Township
20876 Wendigo Park Road
Grand Rapids, MN 55744

SHIP TO
Mishawaka
21631 Mishawaka Road
Grand Rapids, MN 55744

3986
DATE 08/24/2020
DUE DATE 09/14/2020

JOB DETAILS
Boat Landing

CONTACT / PHONE #
Dennis Kortekas / 218-256-6160

BILLING CYCLE
7/27/2020 - 8/23/2020

EFFECTIVE DATE	SERVICE DESCRIPTION	QTY	RATE	AMOUNT
05/08/2020	Regular Toilet Rental & Service	1	60.00	60.00
05/08/2020	Hand Sanitizer - Weekly	1	0.00	0.00

BALANCE DUE **$60.00**

Thank you!

We sincerely appreciate your business!

ap@portablejohnmn.com
www.portablejohnmn.com

Portable John
PO Box 490
Hibbing, MN 55746
800-370-4576

PORTABLE JOHN

BILL TO
Harris Township
20876 Wendigo Park Road
Grand Rapids, MN 55744

SHIP TO
Trooptown
28943 Sunny Beach Road
Grand Rapids, MN 55744

3987
DATE 08/24/2020
DUE DATE 09/14/2020

JOB DETAILS
Boat Landing

CONTACT / PHONE #
Dennis Kortekas / 218-256-6160

BILLING CYCLE
7/27/2020 - 8/23/2020

EFFECTIVE DATE	SERVICE DESCRIPTION	QTY	RATE	AMOUNT
05/08/2020	Regular Toilet Rental & Service	1	60.00	60.00
05/08/2020	Hand Sanitizer - Weekly	1	0.00	0.00

BALANCE DUE **$60.00**

Thank you!

We sincerely appreciate your business!

ap@portablejohnmn.com
www.portablejohnmn.com

Portable John
PO Box 490
Hibbing, MN 55746
800-370-4576

PORTABLE JOHN

BILL TO
Harris Township
20876 Wendigo Park Road
Grand Rapids, MN 55744

SHIP TO
Cemetery
River Road
Grand Rapids, MN 55744

 # 3988
DATE 08/24/2020
DUE DATE 09/14/2020

JOB DETAILS
Cemetery

CONTACT / PHONE #
Dennis Korekas / 218-326-6190

BILLING CYCLE
7/27/2020 - 8/23/2020

EFFECTIVE DATE	SERVICE DESCRIPTION	QTY	RATE	AMOUNT
05/01/2019	HDCP Toilet Rental & Service - Weekly	1	85.00	85.00
05/01/2019	Hand Sanitizer - Weekly	1	0.00	0.00

BALANCE DUE **$85.00**

Thank you!

We sincerely appreciate your business!

ap@portablejohnmn.com
www.portablejohnmn.com

Portable John
PO Box 490
Hibbing, MN 55746
800-370-4576

PORTABLE JOHN

BILL TO
Harris Township
20876 Wendigo Park Road
Grand Rapids, MN 55744

SHIP TO
Crystal Park
Crystal Springs Road
Grand Rapids, MN 55744

3989
DATE 08/24/2020
DUE DATE 09/14/2020

JOB DETAILS
Crystal Park

CONTACT / PHONE #
Dennis Kortekas / 218-326-6190

BILLING CYCLE
7/27/2020 - 8/23/2020

EFFECTIVE DATE	SERVICE DESCRIPTION	QTY	RATE	AMOUNT
05/01/2019	HDCP Toilet Rental & Service - Weekly	1	85.00	85.00
05/01/2019	Hand Sanitizer - Weekly	1	0.00	0.00

From Pokegama Avenue, go S on Hwy 169 (3.4mi), R on Crystal Springs Road (.7mi), continue straight onto Little Crystal Lane. Unit located next to fence in parking lot by red building.

BALANCE DUE **$85.00**

Thank you!

We sincerely appreciate your business!

ap@portablejohnmn.com
www.portablejohnmn.com

Portable John
PO Box 490
Hibbing, MN 55746
800-370-4575

PORTABLE JOHN

BILL TO
Harris Township
20876 Wendigo Park Road
Grand Rapids, MN 55744

SHIP TO
Wendigo Park
Sunny Beach Road
Grand Rapids, MN 55744

3990
DATE 08/24/2020
DUE DATE 09/14/2020

JOB DETAILS
Wendigo Park

CONTACT / PHONE #
Dennis Kortekas / 218-326-6190

BILLING CYCLE
7/27/2020 - 8/23/2020

EFFECTIVE DATE	SERVICE DESCRIPTION	QTY	RATE	AMOUNT
05/01/2019	HDCP Toilet Rental & Service - Weekly	1	85.00	85.00
05/01/2019	Hand Sanitizer - Weekly	1	0.00	0.00

BALANCE DUE **$85.00**

Thank you!

We sincerely appreciate your business!

ap@portablejohnmn.com
www.portablejohnmn.com

Rapids PRINTING

Rapids Printing
1001 S Pokegama Ave, Suite B
Grand Rapids, MN 55744

Phone: 218-326-7067
Email: info@RapidsPrinting.com

Invoice

Date	Invoice #
8/14/2020	33721

Harris Township
20876 Wendigo Park Road
Grand Rapids, MN 55744

P.O. No.	Terms	Due Date	Ship Via
		8/14/2020	

Qty	Description	Amount
6	more election signs printed and laminated	20.60

RECEIVED 8/31/20

Subtotal	$20.60
Sales Tax (0.0%)	$0.00
TOTAL	$20.60

A finance charge of .5% per month will be added to unpaid balances of 30 days and over. (annual rate is 6%)

Rapids PRINTING

Rapids Printing
1001 S Pokegama Ave, Suite B
Grand Rapids, MN 55744

Phone: 218-326-7067
Email: info@RapidsPrinting.com

Invoice

Date	Invoice #
8/14/2020	33705

Harris Township
20876 Wendigo Park Road
Grand Rapids, MN 55744

P.O. No.	Terms	Due Date	Ship Via
		8/14/2020	

Qty	Description	Amount
16	11x17 Election Posters, laminated	86.40
78	3.5x11 Election Posters, laminated	156.00
16	3.5x11 Election Posters, laminated (more)	13.20

RECEIVED 8/31/2020

Subtotal	$255.60
Sales Tax (0.0%)	$0.00
TOTAL	$255.60

A finance charge of .5% per month will be added to unpaid balances of 30 days and over. (annual rate is 6%)

Stewart Sound Systems LLC
703 Birch Street
Crosby, MN 56441

INVOICE

DATE	INVOICE#	P.O. #	REP
5/15/2020	3243		

TERMS	PHONE
	218-851-6459

e-mail	stewartsoundsystems@charter.net

BILL TO

Harris Township
20876 Wendigo Park Rd.
Grand Rapids, MN. 55744
Attn: Ken Haubrich

PROJECT	HARRIS TOWNSHIP

QTY	ITEM	DESCRIPTION	PRICE	AMOUNT
		NVR RECORDER & LOCK BOX		
1	NVR302A-08...	ENS Lite Series 8-channel 4K & H.264 Network Video Recorder/ H.265 and H.264 Codec Decoding/ Max 200Mbps Incoming Bandwidth/ Up to 8MP Resolution for Preview and Playback/ HDMI and VGA Simultaneous Video Output/ 8 PoE (power over ethernet) Camera Ports/ 16TB, 2 x 8TB Hard Drives	919.10	919.10
1	ST-LB03	ENS DVR Lock Box with Fan/ Dimensions: 21" x 21" x 8"/ Camlock with 2 Keys/ Steel Construction/ Removable Lid/ 120V AC Fan/ Rubber Feet	113.10	113.10
		AUTO TRACKING PTZ CAMERA		
1	PDN59U430...	ENS StarLight IR PTZ Network Camera/ Auto Tracking/ 25x Optical Zoom/ 1/3" STARVIS CMOS Video Sensor/ 328-feet IR Night Time Vision in StarLight Color/ 4K, 2592p x 1520p, 4 Megapixels/ -40F to +158F Operating Temperature/ IP66 Waterproof Rating	908.74	908.74
1	PFA150	ENS Pole Mount for PTZ Camera Arm or Direct Mounting/ White/ Neat and Integrated Design	26.00	26.00
1	PFA120	ENS Aluminum Junction Box with Conduit Access Ports/ White/ Neat and Integrated Design	19.50	19.50
		BULLET CAMERA WITH MOTORIZED ZOOM		
1	HNC3V151T-...	ENS StarLight IR Bullet Network Camera/ 2.7-13.5mm Varifocal Lens/ 1/2.7" STARVIS CMOS Video Sensor/ 197-feet IR Night Time Vision in StarLight Color/ 2592p x 1944p, 5 Megapixels/ -22F to +140F Operating Temperature/ IP67 Waterproof Rating	188.50	188.50
1	PFA135	ENS Round Aluminum Junction Box with Conduit Access Ports/ White/ Neat and Integrated Design	14.30	14.30
		UNINTERUPTED POWER SUPPLY		
1	OR1500LCD...	CyberPower 1500VA-900W UPS/ 18-minute Half Load, 6-minute Full Load/ Surge Protection/ Rack Mount or Tower Convertible	410.80	410.80
		CABLING		
0.6	CAT6-CMR-1K	Cat6 Outdoor Direct Burial Cable/ 23AWG/ 600Mhz/ CMX Rating/ 1000-foot Spool	244.25	146.55
0.6	CAT6-CMR-1K	Cat6 Outdoor Direct Burial Cable/ 23AWG/ 600Mhz/ CMX Rating/ 1000-foot Spool	244.25	146.55
		BOOM LIFT RENTAL		
1	RENTAL	Rental of Towable Articulated Boom Lift/ Daily Rate	285.12	285.12

EQUIPMENT AND SHIPPING MUST BE PAID IN ADVANCE
THANK YOU!

Subtotal	
Sales Tax (6.875%)	
Payments	
Total Due	

Stewart Sound Systems LLC
703 Birch Street
Crosby, MN 56441

INVOICE

DATE	INVOICE#	P.O. #	REP
5/15/2020	3243		

TERMS	PHONE
	218-851-6459

e-mail	stewartsoundsystems@charter.net

BILL TO

Harris Township
20876 Wendigo Park Rd.
Grand Rapids, MN. 55744
Attn: Ken Haubrich

PROJECT	HARRIS TOWNSHIP

QTY	ITEM	DESCRIPTION	PRICE	AMOUNT
1	RENTAL	Rental of Trencher/ Daily Rate	231.98	231.98
	SHIPPING	Shipping, Receiving & Insurance	64.00	64.00
	MISC	Misc. Hardware, Connectors, Wire, Cable, Conduit, Fasteners, Labels, Unknowns, Etc. Necessary to Complete Job.	400.00	400.00
32	LABOR	Labor Cost for Consultation, Assembly, Installation, Programming, Testing & Training @ $80.00 per hr.	80.00	2,560.00
28	ASSISTANT	Labor Cost for Licensed Wiring and Assembly Assistant @ $35.00 per hr.	35.00	980.00

EQUIPMENT AND SHIPPING MUST BE PAID IN ADVANCE
THANK YOU!

Subtotal	$7,414.24
Sales Tax (6.875%)	$0.00
Payments	-$3,874.24
Total Due	**$3,540.00**

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

INVOICE

xerox™

Questions? Contact Us:
Invoicing: 844-733-9280
xfscustomercare@jdrsol.com
Equipment Protection: 866-223-6383

Harris Township
20876 WENGIGO PARK ROAD
GRAND RAPIDS, MN 55744

Invoice Number: 2255986
Invoice Date: 09/04/2020

Due Date: 09/24/2020
Past Due Amount: $0.00
Total Due Amount: $446.61

Contract Number: **020-0068340-001**

Months Remaining: **31**

Billing Period	Due Date	Description	Charge	Sales Tax	Amount including tax
08/24/2020 - 09/23/2020	09/24/2020	Minimum Lease Payment	$37.99	$2.61	$40.60
07/24/2020 - 08/23/2020	09/24/2020	Color Impressions	$355.70	$24.45	$380.15
07/24/2020 - 08/23/2020	09/24/2020	Black Impressions	$24.20	$1.66	$25.86
				Sub Total:	$446.61

Detach here and return coupon with payment

Please make check payable to: Xerox Financial Services

Amount Enclosed: $ ___,___.__

INVOICE NUMBER: 2255986
Invoice Date: 09/04/2020
Contract Number: 020-0068340-001
Due Date: 09/24/2020
Amount Due: $446.61

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

Harris Township
20876 WENGIGO PARK ROAD
GRAND RAPIDS, MN 55744

02255986 0200068340001 068340 0000044661 6

Invoice Number: 2255986
Invoice Date: 09/04/2020

Due Date: 09/24/2020
Past Due Amount: $0.00
Total Due Amount: $446.61

Pool Details BW68340.1

Usage Period	Pool ID Description	Equipment Location	Model-SN-Cust Ref#	Previous Meter	Current Meter	Period Usage	%	Charge
07/24/2020-08/23/2020	0001 BW68340.1	21998 AIRPORT ROAD GRAND RAPIDS, MN 55744	C405 4HX811949	28075	29291	1216	100.00	$24.20

Pool Summary: BW68340.1

Usage Period	Pool ID Description	Period Usage	Period Allowance	Usage Adjustment	Usage Credit	Billable Usage	Excess Rate	Charge
07/24/2020-08/23/2020	0001 BW68340.1	1216	0	0	0	1216	0.01990	$24.20

Pool Details COL68340.1

Usage Period	Pool ID Description	Equipment Location	Model-SN-Cust Ref#	Previous Meter	Current Meter	Period Usage	%	Charge
07/24/2020-08/23/2020	0002 COL68340.1	21998 AIRPORT ROAD GRAND RAPIDS, MN 55744	C405 4HX811949	21638	25195	3557	100.00	$355.70

Pool Summary: COL68340.1

Usage Period	Pool ID Description	Period Usage	Period Allowance	Usage Adjustment	Usage Credit	Billable Usage	Excess Rate	Charge
07/24/2020-08/23/2020	0002 COL68340.1	3557	0	0	0	3557	0.10000	$355.70

Asset Details

Contract Number	Model	Serial Number	Address	Address 2	City, State Zip
020-0068340-001	C405	4HX811949	21998 AIRPORT ROAD		GRAND RAPIDS, MN 55744

Ameritas Life Insurance Corp.
PO Box 82607, / Lincoln, NE 68501

Sept

Ameritas.
fulfilling life

April 8, 2020

VERIFICATION OF COVERAGE

Derrick Marttila

Re: Policy :

Dear Derrick Marttila:

Per your request we have included information or your Ameritas dental and vision policy.

The coverage is dental and vision which were effective on January 1, 2017.

Your total monthly premium is $36.06 for dental and $8.54 for vision. The premium is being paid by ACH and is currently paid through April 30, 2020. This rate is guaranteed for 12 months ending on December 31, 2020.

Covered dependents: n/a

We appreciate the opportunity to provide you with dental insurance and thank you for your business. If you have any questions concerning the above information, please call us at 800-300-9566 Option 3.

Sincerely,

Administration Department

Grand Rapids Public Utilities Commission
500 SE 4th Street, PO Box 658
Grand Rapids, MN 55744
(218) 326-7024 or TDD: (218) 326-7487

UTILITY STATEMENT

1039247

W

ACCOUNT NUMBER	506635-104896	**ZONE**	4-022	**STATEMENT DATE**	09/02/2020
CUSTOMER NAME	Harris Township Hall	**ROUTE**	022	**BILLING PERIOD**	07/29/2020-08/28/2020
SERVICE ADDRESS	S Hwy 169 & Lakeview Dr Grand Rapids			**DUE DATE**	09/17/2020

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

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, 8:00 a.m. - 5:00 p.m. (218) 326-7024
TDD (218) 326-7487
After hours, weekends and holidays .....(218) 326-4806

Previous Balance		15.98
Check Payment	08/17/2020	(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, PO Box 658
Grand Rapids, MN 55744
(218) 326-7024 or TDD: (218) 326-7487

UTILITY STATEMENT

Statement Date: 09/02/2020

Account Number	506635-104896
Statement Number	1039247
Due Date	09/17/2020
Amount Due	$15.98
Amount Paid	

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

Return this portion with Payment

SERVICE ADDRESS S Hwy 169 & Lakeview Dr Grand Rapids

Service	Meter Number	Rate Code	Read Code	Usage Period From	Usage Period To	# Days	Meter Readings Previous	Meter Readings Current	Multiplier	Usage	Charge Details	Total Charges
Electric									1.00000			
		Security Light 250W P									$ 14.95	
		Minnesota Sales Tax				$14.95 @ 6.87500%					$ 1.03	15.98

DESCRIPTIONS	UNIT OF MEASURE EXPLANATIONS
Service Charge - Charge for customer billing & administration services **Energy Usage -** Measure of electricity used (in kWH) **Off Peak Usage -** Measure of off peak electricity used (in kWH) **Demand Charge -** Highest average electric demand (in KW) over any 15 minutes during the month **Commodity Charge -** Water Consumption **WW Collection/trtmt charge -** Wastewater gallons collected and treated	**Energy Usage** -kWH = 1,000 watt hours (amount used by a 100 watt bulb in 10 hours time) **Commodity Charge** - Water reading indicates thousands of gallons. **WW Collection/trtmt** - Wastewater collection/trtmt charge is based on water consumption.

Grand Rapids Public Utilities Commission
500 SE 4th Street, PO Box 658
Grand Rapids, MN 55744
(218) 326-7024 or TDD: (218) 326-7487

UTILITY STATEMENT

1039248

W

ACCOUNT NUMBER	506636-104896	**ZONE**	4-022	**STATEMENT DATE**	09/02/2020
CUSTOMER NAME	Harris Township Hall	**ROUTE**	022	**BILLING PERIOD**	07/29/2020-08/28/2020
SERVICE ADDRESS	S Hwy 169 Harbor Hts Rd/Wdld PkRd Grand Rapids			**DUE DATE**	09/17/2020

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		29.23
Check Payment	08/17/2020	(29.23)CR
Balance Forward		$0.00
Current Charges		
Electric		29.23
Total Current Charges:		$29.23
Current Account Balance:		$29.23
Amount Due		**$29.23**

See back of statement for details

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, 8:00 a.m. - 5:00 p.m. (218) 326-7024
TDD (218) 326-7487
After hours, weekends and holidays .....(218) 326-4806

Grand Rapids Public Utilities Commission
500 SE 4th Street, PO Box 658
Grand Rapids, MN 55744
(218) 326-7024 or TDD: (218) 326-7487

UTILITY STATEMENT

Statement Date: 09/02/2020

Account Number	506636-104896
Statement Number	1039248
Due Date	09/17/2020
Amount Due	$29.23
Amount Paid	

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

Return this portion with Payment

SERVICE ADDRESS S Hwy 169 Harbor Hts Rd/Wdld PkRd Grand Rapids

Service	Meter Number	Rate Code	Read Code	Usage Period From	Usage Period To	# Days	Meter Readings Previous	Meter Readings Current	Multiplier	Usage	Charge Details	Total Charges
Electric									1.00000			
		Security Light 250W P									$ 14.95	
		Minnesota Sales Tax				$14.95 @ 6.87500%					$ 1.03	15.98
Electric									1.00000			
		Security Light 250W NP									$ 12.40	
		Minnesota Sales Tax				$12.40 @ 6.87500%					$ 0.85	13.25

DESCRIPTIONS	UNIT OF MEASURE EXPLANATIONS
Service Charge - Charge for customer billing & administration services **Energy Usage -** Measure of electricity used (in kWH) **Off Peak Usage -** Measure of off peak electricity used (in kWH) **Demand Charge -** Highest average electric demand (in KW) over any 15 minutes during the month **Commodity Charge -** Water Consumption **WW Collection/trtmt charge -** Wastewater gallons collected and treated	**Energy Usage** -kWH = 1,000 watt hours (amount used by a 100 watt bulb in 10 hours time) **Commodity Charge** - Water reading indicates thousands of gallons. **WW Collection/trtmt** - Wastewater collection/trtmt charge is based on water consumption.

Grand Rapids Public Utilities Commission
500 SE 4th Street, PO Box 658
Grand Rapids, MN 55744
(218) 326-7024 or TDD: (218) 326-7487

UTILITY STATEMENT

1039319

W

ACCOUNT NUMBER	516221-104896	**ZONE**	1-042	**STATEMENT DATE**	09/02/2020
CUSTOMER NAME	Harris Township Hall	**ROUTE**	022	**BILLING PERIOD**	07/29/2020-08/28/2020
SERVICE ADDRESS	Crystal Sp Rd & S Hwy 169 Grand Rapids			**DUE DATE**	09/17/2020

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

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, 8:00 a.m. - 5:00 p.m. (218) 326-7024
TDD (218) 326-7487
After hours, weekends and holidays .....(218) 326-4806

Previous Balance		15.98
Check Payment	08/17/2020	(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, PO Box 658
Grand Rapids, MN 55744
(218) 326-7024 or TDD: (218) 326-7487

UTILITY STATEMENT

Statement Date: 09/02/2020

Account Number	516221-104896
Statement Number	1039319
Due Date	09/17/2020
Amount Due	$15.98
Amount Paid	

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

Return this portion with Payment

SERVICE ADDRESS Crystal Sp Rd & S Hwy 169 Grand Rapids

Service	Meter Number	Rate Code	Read Code	Usage Period From	Usage Period To	# Days	Meter Readings Previous	Meter Readings Current	Multiplier	Usage	Charge Details	Total Charges
Electric									1.00000			
			Security Light 250W P								$ 14.95	
			Minnesota Sales Tax			$14.95 @ 6.87500%					$ 1.03	15.98

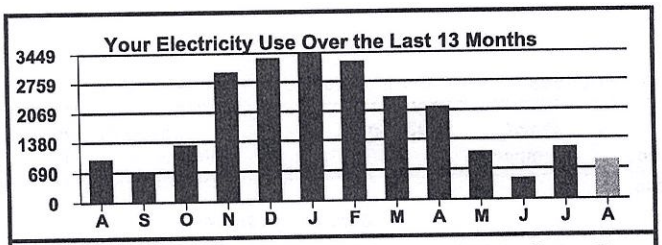
DESCRIPTIONS	UNIT OF MEASURE EXPLANATIONS
Service Charge - Charge for customer billing & administration services **Energy Usage -** Measure of electricity used (in kWH) **Off Peak Usage -** Measure of off peak electricity used (in kWH) **Demand Charge -** Highest average electric demand (in KW) over any 15 minutes during the month **Commodity Charge -** Water Consumption **WW Collection/trtmt charge -** Wastewater gallons collected and treated	**Energy Usage** -kWH = 1,000 watt hours (amount used by a 100 watt bulb in 10 hours time) **Commodity Charge** - Water reading indicates thousands of gallons. **WW Collection/trtmt** - Wastewater collection/trtmt charge is based on water consumption.

NNNN Group 953

Lake Country Power
A Touchstone Energy Cooperative

26039 Bear Ridge Drive
Cohasset, MN 55721

Office hours: 8:00 a.m. to 4:30 p.m. Monday-Friday
In case of an outage, phones answered 24 hours a day.
Office 1-800-421-9959
Pay by Phone 1-888-222-6892 or
visit us at www.lakecountrypower.coop



Get up to $900 in rebates from LCP before the year is over.Visit lakecountrypower.coop for a list of 2020 Rebates orcall 800-421-9959.

4 689

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

ACTIVITY SINCE LAST BILL	AMOUNT
PREVIOUS BILL	195.00
PAYMENT 08/24/2020	-195.00
BALANCE FORWARD DUE IMMEDIATELY	0.00

YOUR DIRECTOR IS DANIEL W KINGSLEY, DISTRICT 6.

CURRENT BILL INFORMATION

RATE CODE		METER	DATES	METER READING PRES	PREV	MULTI-PLIER	CODE	USAGE	DESCRIPTION			
10		20025490	08/26 07/26	26291	25417	1		808	ENERGY CHARGE	@	.133600	107.95
68	S	20025489	08/26 07/26	1113	1047	1		66	PEAK SHAVE WATER HEATING	@	.076500	5.05
65		20025487	08/26 07/26	17420	17420	1			DUAL FUEL INTERR. HEAT			0.00
									SERVICE AVAILABILITY CHG:			42.00
									TOTAL CHARGES THIS STATEMENT			155.00

DO NOT PAY-AUTOMATIC WITHDRAWAL ON 09/24/20

METER READ AUTOMATICALLY

Account Number	Service Address	Phone Number	Bill Date	Due Date	Net Amount Due
102000853	SERVICE CENTER	(218) 327-8759	09/03/2020	09/24/2020	155.00

Please detach and return this portion with your payment.

Account No.: 102000853 Cycle: 7
Due Date: 09/24/2020 Net Due: 155.00
A 1.5% penalty may be applied if payment is not received by the Due Date.

Your Phone Number: (218) 327-8759

☐ Check box if your address or phone number has changed. Please enter changes on the back

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

7

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

01020008530907300001550000001550008

NNNN Group 953

Lake Country Power
A Touchstone Energy Cooperative

26039 Bear Ridge Drive
Cohasset, MN 55721

Office hours: 8:00 a.m. to 4:30 p.m. Monday-Friday
In case of an outage, phones answered 24 hours a day.
Office 1-800-421-9959
Pay by Phone 1-888-222-6892 or
visit us at www.lakecountrypower.coop

Get up to $900 in rebates from LCP before the year is over.Visit lakecountrypower.coop for a list of 2020 Rebates orcall 800-421-9959.

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

ACTIVITY SINCE LAST BILL	AMOUNT
PREVIOUS BILL	112.00
PAYMENT 08/24/2020	-112.00
BALANCE FORWARD DUE IMMEDIATELY	0.00

YOUR DIRECTOR IS DANIEL W KINGSLEY, DISTRICT 6.

CURRENT BILL INFORMATION

RATE CODE	METER	DATES	METER READING PRES	PREV	MULTI-PLIER	CODE	USAGE	DESCRIPTION	
30							80	SEC LIGHT-200W HPS(QTY 1)	14.00
30							104	SEC LIGHT-73 WATT LED(QTY 4	42.00
30							125	SEC LIGHT-50 WATT LED(QTY 5	52.50
								TOTAL CHARGES THIS STATEMENT	108.50

DO NOT PAY-AUTOMATIC WITHDRAWAL ON 09/24/20

Account Number	Service Address	Phone Number	Bill Date	Due Date	Net Amount Due
500598750	STREET LIGHT ACCOUNT	(218) 327-8759	09/03/2020	09/24/2020	108.50

Please detach and return this portion with your payment.

Account No.: 500598750
Due Date: 09/24/2020
Cycle: 7
Net Due: 108.50

A 1.5% penalty may be applied if payment is not received by the Due Date.

Your Phone Number: (218) 327-8759

☐ Check box if your address or phone number has changed. Please enter changes on the back

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

7

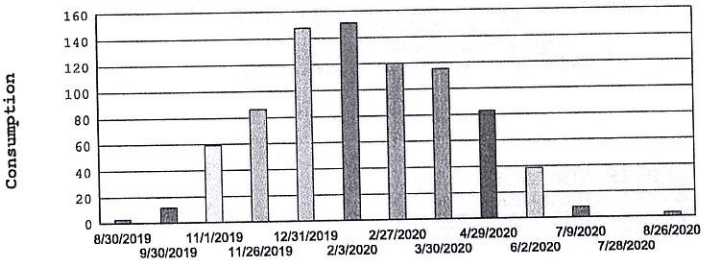
Lake Country Power
8535 Park Ridge Drive
Mountain Iron, MN 55768-2059

0500598750090700000108500000108500

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

Toll Free 800-367-6964 or 507-524-4103

Statement Date - 9/1/2020
Account Number: 440600.01



HARRIS TOWNSHIP HALL
20876 WENDIGO PARK RD
GRAND RAPIDS MN 55744

Location: 21998 AIRPORT RD, HARRIS TWP	MeterNo: 19233489	Actual	Budget
Base Gas Charge-01	**Basic Service Charge**	$15.00	
Current Reading on: 8/26/2020 of 3,702 - Previous Reading on: 7/28/2020 of 3,699 = 3ccf			
3ccf x Pressure Factor of 1.09000 x BTU Factor of 1.02430 = 3 therms @ 0.96000		$2.88	
Tax		$1.23	
Purchased Gas-02			
3ccf x Pressure Factor of 1.09000 x BTU Factor of 1.02430 = 3 therms @ 0.20420		$0.61	
Tax		$0.04	
TOTAL CURRENT MONTH BILLING		$19.76	
PAST DUE BALANCE - PAYABLE UPON RECEIPT		$16.03	
FINANCE CHARGES		$0.00	
TOTAL BALANCE DUE		$35.79	

PAYMENTS RECEIVED IN THE LAST 30 DAYS

DATE	AMOUNT	TYPE	CHECK NO	COMMENT
8/3/2020	$25.62	EP*		iConnect Payment
9/1/2020	$16.03	EP*		iConnect Payment

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

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: **9/30/2020**
ACCOUNT NUMBER: **440600.01**
TOTAL BALANCE DUE: **$35.79**
AMOUNT ENCLOSED: $

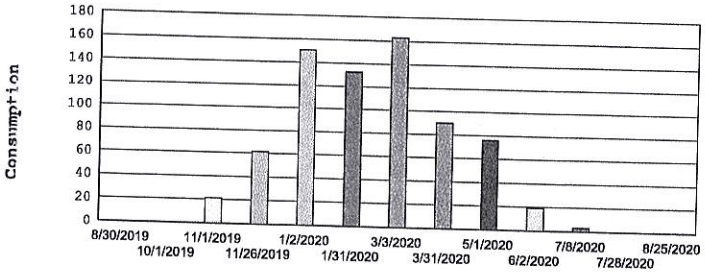
NORTHWEST GAS
314 MAIN ST NE - PO BOX 721
MAPLETON, MN 56065-0721

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

Toll Free 800-367-6964 or 507-524-4103

Statement Date - 9/1/2020
Account Number: 440601.01

HARRIS TOWNSHIP MAINT BLDG
20876 WENDIGO PARK RD
GRAND RAPIDS MN 55744



Location: 20876 WENDIGO PARK RD, HARRIS TWP **MeterNo: 19233593**

		Actual	Budget
Base Gas Charge-01			
Current Reading on: 8/25/2020 of 3,807 - Previous Reading on: 7/28/2020 of 3,807 = 0ccf	**Basic Service Charge**	$15.00	
Tax			
Purchased Gas-02		$1.03	
TOTAL CURRENT MONTH BILLING		$16.03	
PAST DUE BALANCE - PAYABLE UPON RECEIPT		$16.03	
FINANCE CHARGES		$0.00	
TOTAL BALANCE DUE		$32.06	

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

PAYMENTS RECEIVED IN THE LAST 30 DAYS

DATE	AMOUNT	TYPE	CHECK NO	COMMENT
8/3/2020	$19.62	EP*		iConnect Payment
9/1/2020	$16.03	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 MAINT BLDG

DUE DATE: **9/30/2020**
ACCOUNT NUMBER: **440601.01**
TOTAL BALANCE DUE: **$32.06**
AMOUNT ENCLOSED: **$**

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

WELLS FARGO

WELLS FARGO® BUSINESS CARD

VISA

Prepared For	TOWNSHIP OF HARRIS DERRICK MARTILLA
Account Number	
Statement Closing Date	
Days in Billing Cycle	31
Next Statement Date	09/18/20

Credit Line	$2,500
Available Credit	$1,772

For 24-Hour Customer Service Call:
800-225-5935

Inquiries or Questions:
Wells Fargo SBL PO Box 29482
Phoenix, AZ 85038-8650

Payments:
Payment Remittance Center PO Box 77033
Minneapolis, MN 55480-7733

Payment Information

New Balance	$727.80
Current Payment Due (Minimum Payment)	**$25.00**
Current Payment Due Date	**09/14/20**

Thank you for using our Automatic Payment service. See the **Important Information** section below for your next scheduled payment.

If you wish to pay off your balance in full: The balance noted on your statement is not the payoff amount. Please call 800-225-5935 for payoff information.

Account Summary

Previous Balance		$1,402.60
Credits	-	$0.00
Payments	-	$1,402.60
Purchases & Other Charges	+	$727.80
Cash Advances	+	$0.00
Finance Charges	+	$0.00
New Balance	=	$727.80

RECEIVED 8/26/2020

Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	16.240%	.04449%	$0.00	$0.00	$0.00	$0.00
CASH ADVANCES	23.990%	.06572%	$0.00	$0.00	$0.00	$0.00
TOTAL				$0.00	$0.00	$0.00

Important Information

$0 - $727.80 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 09/14/20. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

See reverse side for important information.

5596 0014 YTG 1 7 13 200820 0 PAGE 1 of 4 1 0 5921 0300 BXIL 01DQ5596 36148

DETACH HERE

WELLS FARGO

Transaction Details

Trans	Post	Reference Number	Description	Credits	Charges
07/30	07/30	2426979K500STQ5F7	DAKOTA SUPPLY GROUP - GRA218-327-3322 MN		727.80
08/14	08/14	F592100KK00CHGDDA	AUTOMATIC PAYMENT - THANK YOU	1,402.60	

Wells Fargo News

What can alerts do for your business?*

Receive timely updates on your business credit card account via email or text. Alerts allow you to control and receive only the messages that are important to you. Sign up for alerts during your Wells Fargo Business Online® session by going to your Business Card account screen and selecting the Manage Alerts menu option.
Not enrolled in Online banking? Enroll today at wellsfargo.com/biz/online-banking
**Availability may be affected by your mobile carrier's coverage area. Your mobile carrier's message and data rates may apply.*

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1-2

Happy Anniversary

This month marks the anniversary of your Wells Fargo Business Card. We thank you for your business and look forward to serving you for years to come.

How can Wells Fargo help your business? Learn more at **wellsfargo.com/biz**