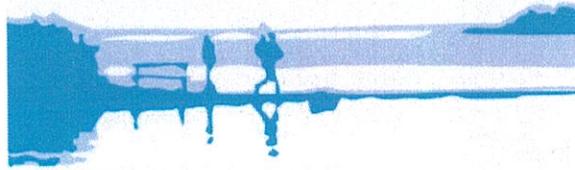


Ken Haubrich
28677 Norberg Drive
Grand Rapids, MN 55744
Phone 218-327-1351

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

harristownshipclerk@gmail.com

Harris Township SINCE 1909



NEIGHBORS, SHORES & MORE

Mission Statement:

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

www.harristownshipmn.org

PLANNING AND DEVELOPMENT MEETING JULY 22, 2020 at 7:30pm AGENDA

1. **Pledge to the Flag**, followed by the reading of the township mission statement
2. **Approve the Minutes**
 - A. P and D Meeting Minutes of June 24, 2020
3. **Additions and Corrections**
4. **Business from the Floor**
 - A. CEDA/Sarah Carling
5. **Consent Agenda**
 - A. Zoning/Itasca Land Use Permits
 - B. SSTS Permits
6. **Roads**
 - A. 2020 Road Projects/J
 - B. Road Inspections/J
 - C. Wagon Wheel Court Road Culvert Update/J
7. **Recreation**
 - A. Park and Cemetery Inspection Report for June 2020/P
 - B. Casper Landing Picnic Table/K (Tabled from July 8, 2020)
 - C. Trails Task Force/M
8. **Correspondence**
9. **Town Hall**
10. **Maintenance**
 - A. Maintenance Report for May 2020, and Last Half of June 2020/K
11. **Old Business**
 - A. Additional Election Judges/P
12. **New Business**
 - A. Quorum Election Set-up Posting for August 10, 2020/P
 - B. Schedule Closed Work Session re: Security/K

13. Bills

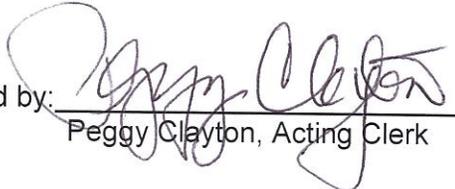
- A. Approve the payment of bills (include check numbers and amount)
- B. WIPFLI Audit Report

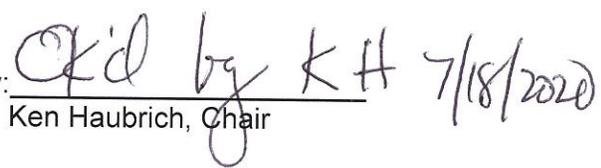
14. Public Input *(please limit comments to 5 minutes)* please come up to the podium and state your name and address for the record

15. UPCOMING Events / Meetings

August 5, 2020	Work Session/Meeting re: Stony Pt Rd	7:00 pm Town Hall
August 11, 2020	General Elections	7:00 am-8:00 pm Town Hall
August 12, 2020	Regular Board Meeting	7:30 pm Town Hall
August 26, 2020	P and D Board Meeting	7:30 pm Town Hall

16. Adjourn

Prepared by: 
 Peggy Clayton, Acting Clerk

Signed by: 
 Ken Haubrich, Chair

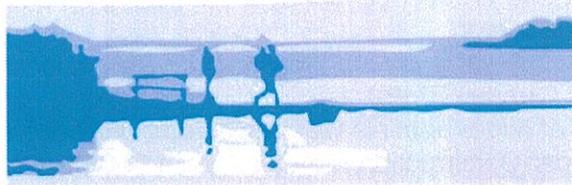
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Harris Township

SINCE 1909



NEIGHBORS, SHORES & MORE

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www.harristownshipmn.org

2A.

PLANNING AND DEVELOPMENT MEETING JUNE 24, 2020 at 7:30pm MINUTES

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

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**

P and D Meeting Minutes of May 27, 2020

A motion was made by Supervisor Kortekaas and seconded by Supervisor Kelley to approve the minutes of the May 27, 2020 P and D Meeting. Motion carried.

Board of Appeal and Equalization Minutes of May 20, 2020

A motion was made by Supervisor Kortekaas and seconded by Supervisor Clayton to approve the Board of Appeal and Equalization Minutes of May 20, 2020. Motion carried.

3. **Additions and Corrections**

There were no additions or corrections to the Agenda.

A motion was made by Supervisor Kortekaas and seconded by Supervisor Clayton to approve the P and D Agenda. Motion carried.

4. **Business from the Floor**

There was no business from the floor.

5. **Consent Agenda**

Zoning/Itasca Land Use Permits

SSTS Permits

Cemetery Deed, Mark and Becky Irving

Cemetery Deed, Sheena Richards

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to approve the Consent Agenda items (Zoning/Itasca Land Use Permits; SST Permits; Cemetery Deed-Mark and Becky Irving; Cemetery Deed-Sheena Richards). Motion carried.

6. **Roads**

Road Inspections

Gravel Roads are in pretty good shape. Root Road looks good.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to approve the Road Inspection Report dated June 13, 2020. Motion carried.

Wood Tick Landing/Beaver Issue

Supervisor Schack reported that Wood Tick has beavers setting up shop again. Supervisor Schack will contact the Beaver Exterminator.

Wagon Wheel Court Road Culvert Bid(s)

Supervisor Kelly reported that two proposals were received for the culvert installation on Wagon Wheel. First proposal: Casper Construction for a total of \$4,850.00; Second proposal: Trout Enterprises for a total of \$4,575.00. Both firms have done business for the township.

A motion was made by Supervisor Kortekaas and seconded by Supervisor to accept the proposal from Trout Enterprises in the amount of \$4,575.00. Motion carried.

Supervisor Kelley will contact Trout Enterprises and advise they were awarded the bid and to have them send a Certificate of Insurance to the Clerk.

Schedule Public Work Session/Meeting re: Stony Point

Chair Haubrich stated that with the Resolution on the Annexation of a portion of Stony Point being passed, the Board will need to meet with the citizens to discuss the Annexation, turn-around/plowing, easement, etc of that portion of Stony Point.

Discussion on a letter to be sent (to the citizens) on the date and time of the work session/meeting to hopefully come to an agreeable solution to a turn-around, easement, etc.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to schedule Wednesday, August 5, 2020 at 7:00 pm for the Work Session/Meeting at the Town Hall, which may also include going to Stony Point. Motion carried.

Supervisor Clayton will pull together a letter and place on the July 8, Board Meeting, for final approval, before it is sent out, and will post said Work Session/Meeting.

7. Recreation

Park and Cemetery Inspection Report for May

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

8. Correspondence

There was no correspondence.

9. Town Hall

Flooring for Town Hall Kitchen and Bathrooms

Supervisor Clayton stated that the town hall kitchen and bathroom flooring should be replaced. The tiling in these areas is quite old, and there are stains that cannot be removed, along with fading in areas of the tiling. The Board had originally budgeted \$20,000 for flooring for the hall, and the cost of the flooring for the main area was \$13,174.00. There are (budgeted) funds available for replacing the kitchen and bathroom flooring.

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to have Supervisor Clayton contact Dorholt Tiling to obtain a quote for the flooring in those two areas, and bring the quote back to the board for final approval. Motion carried.

10. Maintenance

Maintenance Report for June 2020

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to approve the Maintenance report the first half of June 2020. Motion carried.

11. Old Business

There was no old business.

12. New Business

Clerk (Election) Training

Supervisor Clayton reported that there will be Clerk Election training on July 9 that she will need to attend, and needs board approval to do so. Two, 4 hour sessions are available (8:00-Noon or 1:00-5:00 pm).

A motion was made by Supervisor Kelley and Supervisor Kortekaas to authorize Supervisor Clayton to attend clerk election training on July 9, 2020. Motion carried.

August 11, 2020 Election Set up

Supervisor Clayton stated that changes will need to be made in the hall set up for elections on August 11, 2020, due to COVID. Tables will need to be 6 ft between all tables, and physical barriers will need to be set up, including tape on the floor, along with cones. Also taken into consideration will be controlling the flow of people coming into vote, so signs will need to be placed outside of the polling place. Discussion followed on supplies needed, etc.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to authorize up to \$500 for the purchase of any supplies needed to follow the MN Department of Health guidelines for the Primary Election. Motion carried.

Supervisor Clayton will check into table rentals, Plexiglas, etc.

13. Bills

Approve the payment of bills

Treasurer Kopacek stated that Claim #s 19464 and 19465 need to be added for Nancy Kopacek, and Derrick Marttila (respectively).

A motion was made by Supervisor Kortekaas and seconded by Supervisor Clayton to approve the Payment of bills, claim #s 19464-19480, and EFTs 06242001-06242008. Motion carried.

14. Public Input

Supervisor Clayton gave a shout out on the current Caretaker/Sexton Vacancy for the township (please contact Peggy), election judges (contact Auditor Department or Peggy), and the Clerk vacancy (please contact Peggy.) Chair Haubrich also reached out to remind citizens to complete "Census 2020".

15. UPCOMING Events / Meetings

July 8, 2020	Regular Board Meeting	7:30 pm Town Hall
July 22, 2020	P and D Board Meeting	7:30 pm Town Hall
August 5, 2020	Work Session/Meeting re: Stony Point	7:00 pm Town Hall

16. Adjourn

There being no further business to come before the Board, a motion was made by Supervisor Kortekaas, and seconded by Supervisor Kelley to adjourn the meeting at 8:06 pm.

Prepared by: _____
Peggy Clayton, Acting Clerk

Signed by: _____
Ken Haubrich, Chair

4A

From: Sarah Carling sarah.carling@cedausa.com
Subject: Catch Up Meeting
Date: Jul 1, 2020 at 6:04:21 PM
To: Harris Township supervisorchtp@gmail.com, Harris Township
supervisorahtp@gmail.com

Hi Ken & Peggy

First off...I hope you are doing great! I would like to schedule a meeting to discuss the township projects and see how I might be able to help get them moving forward. If we are unable to meet in person I am happy to set up a virtual meeting. Below you will find my available times in the next few weeks. Should we need to schedule further out please let me know and I will get you my availability. Also please note I am trying to schedule other meetings as well so times may be taken so if you can provide maybe 2 times that would be greatly appreciated!

2nd, With the budget season right around the corner I am hoping you might be willing to write a letter or support for CEDA's continued support in 2021? I would greatly appreciate it. This letter will be shared with the county commissioners to show that there is value in having CEDA support your communities and future plans. If you are willing to write a letter of support, would it be possible to have it mid July?

Let me know your thoughts. Again THANK YOU!

Dates and Times:

7/6: Open

7/7: Open

7/8:10:00am-4:00pm

Harris

5A

Parcel Information

Parcel Information:	PID	Owner Name	Owner Address	Township Name	Lake Name	Lake Class	Sec/Twp/Range	Zoning Type	Property Address	Acres	Legal Description
	19-027-4400	BLACK, ROBERT L	PO BOX 275 GRAND RAPIDS MN 55744	HARRIS TWP			S:27 T:54 R:25	FARM RESIDENTIAL	29970 COUNTY RD 67 GRAND RAPIDS MN 55744	30.12	SE SE LESS W 332' OF E 996' THEREOF

River Class:

Phone Number: (218) 244 - 9779

Applicant / Agent Information

Contractor Name and License: _____ Name: Robert Black

Contact Name	Business	License
Owner	Owner	

Property Information

Ownership Description: Private Access Road Name: County Road 67

Is septic compliant? Yes Road Class: County State Aid Highway

Structure Information

Existing Use:	<u>Residential</u>	Proposed Use:	<u>Dwelling & Deck</u>
Accessory Structure:		Maximum building height:	<u>35'</u>
Number of bedrooms:	<u>1</u>	Well type:	<u>Unknown</u>
Pressurized Water:	<u>Unknown</u>	Building Dimensions:	<u>24' X 24' Dwelling 18' X 36' Car Port</u>
Current septic status:	<u>In Compliance</u>		

Permit Fee

Permit application fee: Accessory Structure/Addn. - Carport \$60
Single Family Dwelling - Dwelling & Deck \$127

Permit Comments

After The Fact:	<u>No</u>	Resort:	<u>No</u>
Shoreline Mitigation Required:	<u>No</u>	Comments:	Septic is compliant as of 5/10/2016. Owner plans to live in the existing dwelling until the new dwelling is finished--then the existing dwelling will be eliminated. Car port has two sides and a roof. Both structures will exceed all minimum setback requirements.
Application Received Date:	<u>06/08/2020</u>	Issued Date:	<u>06/08/2020</u>
Issued By:	<u>Walker Maasch</u>		

RECEIVED
7/13/20

Terms

Road Setback

Centerline 110'
Right-of-Way 35'

Side Yard Setback

Dwelling 15'

Rear Yard Setback

Dwelling 30'

Impervious Surface

25% of parcel

Elevation of Lowest Floor

3'

Bluff Setback

30' from the top of a bluff

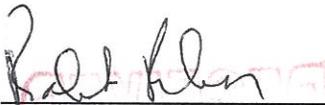
Other

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

Disclaimer

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

Approvals

Approval	Signature	Date
#1 Approved By		6/8/20
#2 Approved By		6/8/2020

Harris Twp

Parcel Information

Parcel Information:

PID	Owner Name	Owner Address	Township Name	Lake Name	Lake Class	Sec/Twp/Range	Zoning Type	Property Address	Acres	Legal Description
19-605-0047	MIKKELSEN, FORREST & HOLMAN, KARI	1302 FIRST ST N FARGO ND 58102	HARRIS TWP	POKEGAMA	GD	S:22 T:54 R:25	RURAL RESIDENTIAL	30400 LAPLANT RD GRAND RAPIDS MN 55744	2.63	LOTS 4-6 & W 90FT OF LOT 7 WALDHEIM

River Class:

Phone Number: (218) 244 - 5465

Applicant / Agent Information

Contractor Name and License:

Contact Name	Business	License
Mark Rajdl	Maraj Construction Inc	20098149

 Name: Mark Rajdl

Property Information

Ownership Description: Private Access Road Name: LaPlant Rd
 Is septic compliant? Unknown Road Class: County State Aid Highway

Structure Information

Existing Use: Seasonal Proposed Use: Dwelling & Deck
 Accessory Structure: Maximum building height: 35'
 Number of bedrooms: 3 Well type: Deep
 Pressurized Water: Yes Building Dimensions: 43'x31' Dwelling; 30'x14' Patio
 Current septic status: Unknown

Permit Fee

Permit application fee: Single Family Dwelling - Dwelling/Deck & SSTS \$275

Permit Comments

After The Fact: No Resort: No
 Shoreline Mitigation Required: No Comments: 6/9/2020 Site Visit by Jim G.: Existing cabin is 38' from the top of the bluff.
 Single Story and on slab.
 Patio will be detached, ground-level.
 Septic permit 200226.
 Application Received Date: 06/10/2020 Issued Date: 06/10/2020
 Issued By: Katie Benes

Terms

Road Setback

Centerline 110'

Right-of-Way 35'

Side Yard Setback

Dwelling 15'

Rear Yard Setback

Dwelling 30'

Riparian Setback

Structure 75'

Impervious Surface

20% of parcel

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

Elevation of Lowest Floor

3'

Bluff Setback

30' from the top of a bluff

Other

Contact SWCD at (215)326-0017 if constructing in any wetlands. If construction activity will result in the disturbance of one acre or more, need to obtain Storm Water Permit thru MPCA at 1-800-657-3804 prior to construction. Electrical Inspector contact Steve Bartlett at 218-591-1616. New or upgrading driveways; township road contact your township and county road contact County Engineer Office at 218-327-2853.

Disclaimer

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

Approvals

Approval

Signature

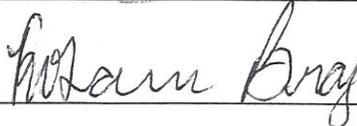
Date

#1 Approved By



6/10/20

#2 Approved By



6-10-2020

Parcel Information

Parcel Information:	PID	Owner Name	Owner Address	Township Name	Lake Name	Lake Class	Sec/Twp/Range	Zoning Type	Property Address	Acres	Legal Description
	19-012-4206	DOPP, TIMOTHY J & SUSAN M	20434 RIVER RD GRAND RAPIDS MN 55744	HARRIS TWP			S:12 T:54 R:25	FARM RESIDENTIAL	20434 RIVER RD GRAND RAPIDS MN 55744	5.01	REV DESC #1 OF NW SE

River Class:

Phone Number: (218) 398 - 0196

Applicant / Agent Information

Contractor Name and License:		Name:	Timothy Dopp						
	<table border="1"> <thead> <tr> <th>Contact Name</th> <th>Business</th> <th>License</th> </tr> </thead> <tbody> <tr> <td>Owner</td> <td>Owner</td> <td></td> </tr> </tbody> </table>	Contact Name	Business	License	Owner	Owner			
Contact Name	Business	License							
Owner	Owner								

Property Information

Ownership Description:	Private	Access Road Name:	River Road
Is septic compliant?	Unknown	Road Class:	County State Aid Highway

Structure Information

Existing Use:	Residential	Proposed Use:	Accessory
Accessory Structure:	Storage Shed	Maximum building height:	35'
Number of bedrooms:	0	Well type:	Unknown
Pressurized Water:	Unknown	Building Dimensions:	12' X 16'
Current septic status:	Unknown		

Permit Fee

Permit application fee:	Accessory Structure/Addn. - Storage Shed \$60
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Permit Comments

After The Fact:	No	Resort:	No
Shoreline Mitigation Required:	No	Comments:	Storage shed is existing and is just being moved from location to the other. New location will exceed all minimum setback requirements.
Application Received Date:	06/10/2020	Issued Date:	06/10/2020
Issued By:	Walker Maasch		

Terms

Road Setback

Centerline 110'
Right-of-Way 35'

Side Yard Setback

Accessory 10'
Dwelling 15'

Rear Yard Setback

Accessory 10'
Dwelling 30'

Impervious Surface

25% of parcel

Elevation of Lowest Floor

3'

Bluff Setback

30' from the top of a bluff

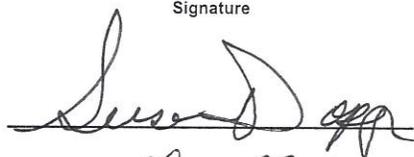
Other

Contact SWCD at (218)326-0017 if constructing in any wetlands. If construction activity will result in the disturbance of one acre or more, need to obtain Storm Water Permit thru MPCA at 1-800-557-3804 prior to construction. Electrical Inspector contact Steve Bartlett at 218-591-1616. New or upgrading driveways; township road contact your township and county road contact County Engineer Office at 218-327-2853.

Disclaimer

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

Approvals

Approval	Signature	Date
#1 Approved By		6/10/2020
#2 Approved By		6/10/2020

Parcel Information

Parcel Information:	PID	Owner Name	Owner Address	Township Name	Lake Name	Lake Class	Sec/Twp/Range	Zoning Type	Property Address	Acre	Legal Description
	19-430-0230	BENES, ANTHONY A & JOYCE A	17353 S CRYSTAL SPRINGS RD GRAND RAPIDS MN 55744	HARRIS TWP			S:30 T:54 R:25	FARM RESIDENTIAL	17353 S CRYSTAL SPRINGS RD GRAND RAPIDS MN 55744	3.27	LOT 3 BLK 2 BLACK ADDITION
River Class:											

Applicant / Agent Information

Contractor Name and License:	Name: <u>Anthony Benes</u>							
	<table border="1"> <tr> <th>Contact Name</th> <th>Business</th> <th>License</th> </tr> <tr> <td>Owner</td> <td>Owner</td> <td></td> </tr> </table>	Contact Name	Business	License	Owner	Owner		
Contact Name	Business	License						
Owner	Owner							

Property Information

Ownership Description:	<u>Private</u>	Access Road Name:	<u>S Crystal Springs Rd</u>
Is septic compliant?	<u>Unknown</u>	Road Class:	<u>County / Township Rd</u>

Structure Information

Existing Use:	<u>Residential</u>	Proposed Use:	<u>Accessory</u>
Accessory Structure:	<u>Pole Building</u>	Maximum building height:	<u>35'</u>
Number of bedrooms:	<u>0</u>	Well type:	<u>Unknown</u>
Pressurized Water:	<u>Unknown</u>	Building Dimensions:	<u>30'x48' Pole Building</u>
Current septic status:	<u>Unknown</u>		

Permit Fee

Permit application fee:	<u>Accessory Structure/Addn. - Pole Building \$60</u>
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Permit Comments

After The Fact:	<u>No</u>	Resort:	<u>No</u>
Shoreline Mitigation Required:	<u>No</u>	Comments:	<u>Single-story pole building. No slab. Intended for storage use. No living/sleeping quarters permitted.</u>
Application Received Date:	<u>06/11/2020</u>	Issued Date:	<u>06/11/2020</u>
Issued By:	<u>Katie Benes</u>		

Terms

Road Setback

Centerline 68'

Right-of-Way 35'

Side Yard Setback

Accessory 10'

Dwelling 15'

Rear Yard Setback

Accessory 10'

Dwelling 30'

Impervious Surface

25% of parcel

Elevation of Lowest Floor

3'

Bluff Setback

30' from the top of a bluff

Other

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

Disclaimer

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

Approvals

Approval

Signature

Date

#1 Approved By

Ant A By 6/11/20

#2 Approved By

Karl Benis 6/11/20

Parcel Information

Parcel Information:	PID	Owner Name	Owner Address	Township Name	Lake Name	Lake Class	Sec/Twp/Range	Zoning Type	Property Address	Acres	Legal Description
	19-455-0050	FORST, DALE J & JANET V	63693 260TH STREET GIBBON MN 55335	HARRIS TWP	POKEGAMA	GD	S:6 T:54 R:25	RURAL RESIDENTIAL	21797 MISHAWAKA RD GRAND RAPIDS MN 55744	0.75	LT 5 & N 25FT OF LOT 6 COTTAGE GROVE

River Class:
 Phone Number: (218) 259 - 6255

Applicant / Agent Information

Contractor Name and License:	Contact Name	Business	License	Name:	Aaryn Forst
	Ken Reichert	Reichert Construction	347700		

Property Information

Ownership Description:	Private	Access Road Name:	Mishawaka Rd
Is septic compliant?	Unknown	Road Class:	County / Township Rd

Structure Information

Existing Use:	Residential	Proposed Use:	Porch
Accessory Structure:		Maximum building height:	35'
Number of bedrooms:	0	Well type:	Unknown
Pressurized Water:	Unknown	Building Dimensions:	10'x12' Porch
Current septic status:	Unknown		

Permit Fee

Permit application fee:	Single Family Dwelling - Dwelling Addition \$65
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Permit Comments

After The Fact:	No	Resort:	No
Shoreline Mitigation Required:	No	Comments:	Enclosing existing deck. Intended as entry way. Single-story. No running water.
Application Received Date:	06/17/2020	Issued Date:	06/17/2020
Issued By:	Katie Benes		

Terms

Road Setback

Centerline 68'

Right-of-Way 35'

Side Yard Setback

Dwelling 15'

Rear Yard Setback

Dwelling 30'

Riparian Setback

Structure 75'

Impervious Surface

20% of parcel

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

Elevation of Lowest Floor

3'

Bluff Setback

30' from the top of a bluff

Other

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Disclaimer

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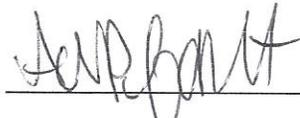
Approvals

Approval

Signature

Date

#1 Approver By



6/17/2020

#2 Approver By



6/17/2020

Harris Twp.

Parcel Information

Parcel Information:

PID	Owner Name	Owner Address	Township Name	Lake Name	Lake Class	Sec/Twp/Range	Zoning Type	Property Address	Acres	Legal Description
19-560-0060	WEBER, MELISSA TRUST	908 MORNINGSTAR COURT SARTELL MN 56377	HARRIS TWP	POKEGAMA	GD	S:22 T:54 R:25	RURAL RESIDENTIAL	30583 SUNNY BEACH RD GRAND RAPIDS MN 55744	1.67	LOT F REGISTERED LAND SURVEY NO 1

River Class:

Applicant / Agent Information

Name: Andy Construction

Property Information

Ownership Description: Private Access Road Name: Sunnybeach Rd.
 Is septic compliant? Unknown Road Class: County / Township Rd

Structure Information

Existing Use: Residential Proposed Use: Deck
 Accessory Structure: Maximum building height: 35'
 Well type: Unknown Pressurized Water: Unknown
 Building Dimensions: 12x75 open deck Current septic status: Unknown

Permit Fee

Permit application fee: Deck - Deck \$50

Permit Comments

After The Fact: No Resort: No
 Shoreline Mitigation Required: No Comments: replacing existing open deck.
 Contractor: Handy Andy Construction LLC; 1821 7th Ave. N. Sartell, MN 56377 612-220-8034
 Application Received Date: 06/18/2020 Issued Date: 06/18/2020
 Issued By: Rosann Bray

Terms
Road Setback

Centerline 68'
Right-of-Way 35'

Side Yard Setback

Dwelling 15'

Rear Yard Setback

Dwelling 30'

Riparian Setback

Structure 75'

Impervious Surface

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

Elevation of Lowest Floor

3'

Bluff Setback

30' from the top of a bluff

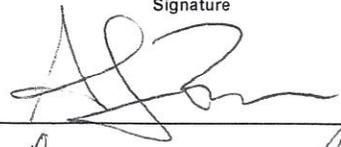
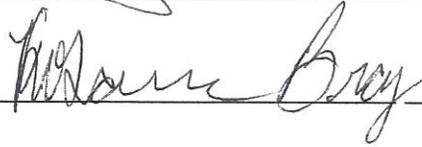
Other

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

Disclaimer

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

Approvals

Approval	Signature	Date
#1 Approved By		6-18-2020
#2 Approved By		6-18-2020

Parcel Information

Parcel Information:	PID	Owner Name	Owner Address	Township Name	Lake Name	Lake Class	Sec/Twp/Range	Zoning Type	Property Address	Acres	Legal Description
	19-024-4209	JOHNSON, ROSS M & ELIZABETH M	28497 NANCY DR GRAND RAPIDS MN 55744	HARRIS TWP	HALE	RD2	S:24 T:54 R:25	RURAL RESIDENTIAL	28497 NANCY DR GRAND RAPIDS MN 55744	1.01	REV DESC 5 LOT 3

River Class:

Applicant / Agent Information

Name: Ross Johnson

Property Information

Ownership Description: Private Access Road Name: Nancy Drive
 Is septic compliant? Unknown Road Class: County / Township Rd

Structure Information

Existing Use: Residential Proposed Use: Accessory
 Accessory Structure: Storage Shed Maximum building height: 35'
 Number of bedrooms: 0 Well type: Unknown
 Pressurized Water: Unknown Building Dimensions: 8'x12' Storage Shed
 Current septic status: Unknown

Permit Fee

Permit application fee: Accessory Structure/Addn. - Storage Shed \$60

Permit Comments

After The Fact: No Resort: No
 Shoreline Mitigation Required: No Comments: Shed intended for storage use. No running water. No living/sleeping quarters.
 Application Received Date: 06/25/2020 Issued Date: 06/25/2020
 Issued By: Katie Benes

Parcel Information

Parcel Information:	PID	Owner Name	Owner Address	Township Name	Lake Name	Lake Class	Sec/Twp/Range	Zoning Type	Property Address	Acres	Legal Description
	19-015-3304	LLOYD, DOUGLAS E & LAURIE	30866 SUNNY BEACH RD GRAND RAPIDS MN 55744	HARRIS TWP			S:15 T:54 R:25	FARM RESIDENTIAL	30866 SUNNY BEACH RD GRAND RAPIDS MN 55744	6.98	UNPLATTED PT OF LOT 1 LYG N OF C/L OF SUNNY BEACH RD

River Class:

Phone Number: (218) 244 - 4957

Applicant / Agent Information

Name: Douglas Lloyd

Property Information

Ownership Description: Private Access Road Name: Sunny Beach Rd

Is septic compliant? Unknown Road Class: County / Township Rd

Structure Information

Existing Use:	Residential	Proposed Use:	Deck
Proposed Use:	Accessory	Accessory Structure:	Wood Shed
Maximum building height:	35'	Number of bedrooms:	0
Well type:	Unknown	Pressurized Water:	Unknown
Building Dimensions:	16'x26' Deck; 8'x12' Wood shed	Current septic status:	Unknown

Permit Fee

Permit application fee: Accessory Structure/Addn. - Wood Shed \$60
 Deck - Deck \$50

Permit Comments

After The Fact:	No	Resort:	No
Shoreline Mitigation Required:	No	Comments:	Single-story wood shed on slab. Open sides. Intended for storage use. Deck is open, not covered or screened.
Application Received Date:	06/25/2020	Issued Date:	06/25/2020
Issued By:	Katie Benes		

Terms

Road Setback

Centerline 68'

Right-of-Way 35'

Side Yard Setback

Accessory 10'

Dwelling 15'

Rear Yard Setback

Accessory 10'

Dwelling 30'

Impervious Surface

25% of parcel

Elevation of Lowest Floor

3'

Bluff Setback

30' from the top of a bluff

Other

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

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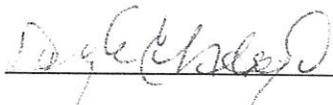
Approvals

Approval

Signature

Date

#1 Approver By



6-25-2020

#2 Approver By



6/25/2020

Parcel Information

Parcel Information:	PID	Owner Name	Owner Address	Township Name	Lake Name	Lake Class	Sec/Twp/Range	Zoning Type	Property Address	Acres	Legal Description
	19-013-1112	ERVEN, TIMOTHY A & PAULINE	19963 RIVER RD GRAND RAPIDS MN 55744	HARRIS TWP			S:13 T:54 R:25	FARM RESIDENTIAL	19963 RIVER RD GRAND RAPIDS MN 55744	2.8	E 320FT OF NE NE LYG W OF SAR 3 LESS S 300FT & EXC N 600FT THRF

River Class:
Phone Number: (218) 398 - 0222

Applicant / Agent Information

Name: Tim Erven

Property Information

Ownership Description: Private Access Road Name: River Rd
Well Type: Deep Soil verified? No

Designer/Installer

Designer Name and License #:	Contact Name	Business	License	Installer Name and License #:	Contact Name	Business	License
	Randy MacDonell	Itasca Utilities Inc	1366		Owner	Owner	

Septic Information

Type of Septic: Replacement Type: 1 Depth to Limiting Layer: 72
Number of Tanks: 1 Number of Bedrooms: 3 Tank Size: Other
If other: 1120 gal Pump Tank: Other If other: 530 gal
Tank Material: Concrete Treatment Area Size (sq ft): 450 Treatment Type: Pressure Bed

Permit Fee

Permit application fee: SSTS - Replacement \$175

Permit Information

After The Fact: No
Resort: No
Notes: Management Plan completed. Recommended maintenance every 24 months.
Owner install. Indemnification form signed.
Application Received Date: 06/05/2020
Issued Date: 06/05/2020
Issued By: Katie Benes

Terms

Distance to Occupied Building

10' from septic tank; 20' from sewage treatment, 10' from privy

Distance to Property Line

10' from septic tank; 10' from sewage treatment, 10' from privy

Large Tree Setback Requirement

10' from sewage treatment

Distance to Buried Water Pipe/Pressure

10' from septic tank; 10' from sewage treatment

Distance to Well

50' from septic tank; 50' from sewage treatment, 50' from privy

Above Watertable Setback Requirements

3' sewage treatment; 3' privy

Other

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

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Approvals

Approvals

Signature

Date

#1 Approver By Tim Ewen 5/6/20

#2 Approver By KaBones 5/6/2020

Parcel Information

Parcel Information:

PID	Owner Name	Owner Address	Township Name	Lake Name	Lake Class	Sec/Twp/Range	Zoning Type	Property Address	Acres	Legal Description
19-605-0047	MIKKELSEN, FORREST & HOLMAN, KARI	1302 FIRST ST N FARGO ND 58102	HARRIS TWP	POKEGAMA	GD	S:22 T:54 R:25	RURAL RESIDENTIAL	30400 LAPLANT RD GRAND RAPIDS MN 55744	2.63	LOTS 4-6 & W 90FT OF LOT 7 WALDHEIM

River Class:

Applicant / Agent Information

Name: Mark Rajdl

Property Information

Ownership Description: Private Access Road Name: LaPlant Rd
 Well Type: Deep Soil verified? No

Designer/Installer

Designer Name and License #:

Contact Name	Business	License
Dan Gielen	Gielen Excavating	1745

Installer Name and License #:

Contact Name	Business	License
Dan Gielen	Gielen Excavating	1745

Septic Information

Type of Septic: Replacement Type: I Depth to Limiting Layer: 24
 Number of Tanks: 1 Number of Bedrooms: 3 Tank Size: 1000 gal
 Pump Tank: 500 gal Tank Material: Concrete Treatment Area Size (sq ft): 375
 Treatment Type: Mound

Permit Fee

Permit application fee: SSTS - SSTS

Permit Information

After The Fact: Yes
 Resort: No
 Notes: Management Plan completed. Recommended maintenance every 36 months.
 Septic fee included in building permit 200226.
 Application Received Date: 06/10/2020
 Issued Date: 06/10/2020
 Issued By: Katie Benes

**Terms
Riparian Setback**

50' tank; 100' sewage treatment

Distance to Occupied Building

10' from septic tank; 20' from sewage treatment; 10' from privy

Distance to Property Line

10' from septic tank; 10' from sewage treatment; 10' from privy

Large Tree Setback Requirement

10' from sewage treatment

Distance to Buried Water Pipe/Pressure

10' from septic tank; 10' from sewage treatment

Distance to Well

50' from septic tank; 50' from sewage treatment; 50' from privy

Above Watertable Setback Requirements

3' sewage treatment; 2' privy

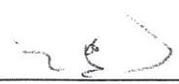
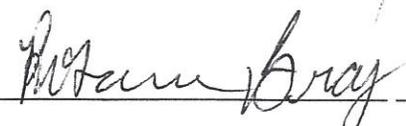
Other

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Disclaimer

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Approvals

Approval	Signature	Date
#1 Approved By		6/10/20
#2 Approved By		6-10-2020

Parcel Information

Parcel Information:	PID	Owner Name	Owner Address	Township Name	Lake Name	Lake Class	Sec/Twp/Range	Zoning Type	Property Address	Acres	Legal Description
	19-004-1202	SHURSON, CAROL & LUNDQUIST, ERIK	21987 AIRPORT RD GRAND RAPIDS MN 55744-4852	HARRIS TWP			S:4 T:54 R:25	FARM RESIDENTIAL	21987 AIRPORT RD GRAND RAPIDS MN 55744	10.05	N 330 FT OF LOT 2

River Class:

Applicant / Agent Information

Name: Ron Myers

Property Information

Ownership Description: Private Access Road Name: Airport Rd
 Well Type: Shallow Soil verified? No

Designer/Installer

Designer Name and License #:	<table border="1"> <tr> <th>Contact Name</th> <th>Business</th> <th>License</th> </tr> <tr> <td>Ron Myers</td> <td>RON-EX Excavating</td> <td>697</td> </tr> </table>	Contact Name	Business	License	Ron Myers	RON-EX Excavating	697	Installer Name and License #:	<table border="1"> <tr> <th>Contact Name</th> <th>Business</th> <th>License</th> </tr> <tr> <td>Ron Myers</td> <td>RON-EX Excavating</td> <td>697</td> </tr> </table>	Contact Name	Business	License	Ron Myers	RON-EX Excavating	697
Contact Name	Business	License													
Ron Myers	RON-EX Excavating	697													
Contact Name	Business	License													
Ron Myers	RON-EX Excavating	697													

Septic Information

Type of Septic: Replacement Type: I Depth to Limiting Layer: 60
 Number of Tanks: 1 Number of Bedrooms: 3 Tank Size: Other
 If other: 1072 gal Pump Tank: Other If other: 577 gal
 Tank Material: Concrete Treatment Area Size (sq ft): 692 Treatment Type: Pressure Bed

Permit Fee

Permit application fee: SSTS - Replacement \$175

Permit Information

After The Fact: No
 Resort: No
 Notes: Management Plan completed. Recommended maintenance every 24 months.
 Application Received Date: 06/25/2020
 Issued Date: 06/25/2020
 Issued By: Katie Benes

Terms

Distance to Occupied Building

10' from septic tank; 20' from sewage treatment; 10' from privy

Distance to Property Line

10' from septic tank; 10' from sewage treatment; 10' from privy

Large Tree Setback Requirement

10' from sewage treatment

Distance to Buried Water Pipe/Pressure

10' from septic tank; 10' from sewage treatment

Distance to Well

50' from septic tank; 100' from sewage treatment; 100' from privy

Above Watertable Setback Requirements

3' sewage treatment; 3' privy

Other

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

Disclaimer

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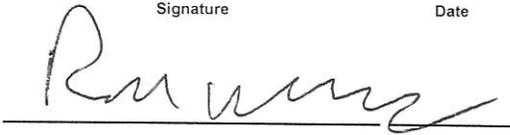
Approvals

Approval

Signature

Date

#1 Approved By



#2 Approved By

 6/25/2020

Harris

SSTS Subsurface Sewage Treatment System Permit # 200286

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

Parcel Information

Parcel Information:

PID	Owner Name	Owner Address	Township Name	Lake Name	Lake Class	Sec/Twp/Range	Zoning Type	Property Address	Acres	Legal Description
19-013-1204	KAMPA, PAUL & HORN, SUSANNE	19791 WENDIGO RD GRAND RAPIDS MN 55744	HARRIS TWP			S:13 T:54 R:25	FARM RESIDENTIAL	19791 WENDIGO RD GRAND RAPIDS MN 55744	9.42	S 450' OF NW-NE LESS W 400'

River:
Class:

Phone Number: (218) 326 - 5293

Applicant / Agent Information

Name: Larry Holmquist

Property Information

Ownership Description: Private Access Road Name: Wendigo Rd
Well Type: Deep Soil verified? No

Designer/Installer

Designer Name and License #: Installer Name and License #:

Contact Name	Business	License
Larry Holmquist	Holmquist Excavating	1016

Contact Name	Business	License
Larry Holmquist	Holmquist Excavating	1016

Septic Information

Type of Septic: Replacement Type: I Depth to Limiting Layer: 29
Number of Tanks: 1 Number of Bedrooms: 4 Tank Size: 1000 gal
Pump Tank: 500 gal Tank Material: Concrete Treatment Area Size (sq ft): 500
Treatment Type: Mound

Permit Fee

Permit application fee: SSTS - Replacement \$175

Permit Information

After The Fact: No
Resort: No
Notes: Management Plan submitted. Recommended maintenance every 24 months.
Application Received Date: 06/25/2020
Issued Date: 06/25/2020
Issued By: Katie Benes

Terms

Distance to Occupied Building

10' from septic tank; 20' from sewage treatment; 10' from privy

Distance to Property Line

10' from septic tank; 10' from sewage treatment; 10' from privy

Large Tree Setback Requirement

10' from sewage treatment

Distance to Buried Water Pipe/Pressure

10' from septic tank; 10' from sewage treatment

Distance to Well

50' from septic tank; 50' from sewage treatment; 50' from privy

Above Watertable Setback Requirements

3' sewage treatment; 3' privy

Other

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

Disclaimer

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Approvals

Approval

Signature

Date

#1 Approved By Larry Holmgren

#2 Approved By Karl Berns 6/25/2020

SSTS Subsurface Sewage Treatment System Permit # 200302

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

Parcel Information

Parcel Information:	PID	Owner Name	Owner Address	Township Name	Lake Name	Lake Class	Sec/Twp/Range	Zoning Type	Property Address	Acres	Legal Description
	19-023-3210	GUNDERSON, MICHAEL H & KATHLEEN J	29897 LAPLANT RD GRAND RAPIDS MN 55744	HARRIS TWP			S:23 T:54 R:25	FARM RESIDENTIAL	29897 LAPLANT RD GRAND RAPIDS MN 55744	1.05	W 219'8" OF E 439'4" OF UNPLATTED PT OF LT 3 LESS S 760FT

River Class:
 Phone Number: (218) 259 - 7700

Applicant / Agent Information

Name: Dale Anderson

Property Information

Ownership Description: Private Access Road Name: LaPlant Rd
 Well Type: Shallow Soil verified? No

Designer/Installer

Designer Name and License #:	Contact Name	Business	License	Installer Name and License #:	Contact Name	Business	License
	Dale Anderson	3 B's Company	2423		Dale Anderson	3 B's Company	2423

Septic Information

Type of Septic: Replacement Type: 1 Depth to Limiting Layer: 72
 Number of Tanks: 1 Number of Bedrooms: 2 Tank Size: 1000 gal
 Pump Tank: 500 gal Tank Material: Concrete Treatment Area Size (sq ft): 250
 Treatment Type: Pressure Bed

Permit Fee

Permit application fee: SSTS - Replacement \$175

Permit Information

After The Fact: No
 Resort: No
 Notes: Management Plan submitted. Recommended maintenance every 24 months.
 Compliance contingent upon submission of 2 more soil logs.
 Application Received Date: 06/29/2020
 Issued Date: 06/29/2020
 Issued By: Katie Benes

Terms

Distance to Occupied Building

10' from septic tank; 20' from sewage treatment, 10' from privy

Distance to Property Line

10' from septic tank; 10' from sewage treatment, 10' from privy

Large Tree Setback Requirement

10' from sewage treatment

Distance to Buried Water Pipe/Pressure

10' from septic tank; 10' from sewage treatment

Distance to Well

50' from septic tank, 100' from sewage treatment, 100' from privy

Above Watertable Setback Requirements

3' sewage treatment, 3' privy

Other

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

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Approvals

Approval

Signature

Date

#1 Approved By  6-29-20

#2 Approved By  6/29/2020

7A

PARKS (CONTINUED):

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

BASKETBALL AREA:
NET

PICNIC AREA:
TABLES/BENCHES
TRASH

PLAYGROUND AREA:
SWINGS
SLIDES
TRASH
ANYTHING BROKEN

HORSESHOE COURT
TRASH

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

OVERALL COMMENTS:

Smother-in - edge of grass cutting need fence
 yard - fine bands - inside of need fence
 Crystal Park - equipment need of grass cutting
 * Rink beds need painting - make start.
 * V Ball court grass mowing
 * Rink beds need painting - make start.

DATE	CEMETERY	WENDIGO	CRYSTAL SPRINGS
09/25/20	N/A	ok great after at weekend	ok great!
		good -	Kids enjoying swim & strings
		needs grass - help by clean with	Kids have fun
		N/A	good
		ok	good

PARKS (CONTINUED):

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

BASKETBALL AREA:
NET

PICNIC AREA:
TABLES/BENCHES
TRASH

PLAYGROUND AREA:

SWINGS
SLIDES
TRASH
ANYTHING BROKEN

HORSESHOE COURT
TRASH

PARKING LOT:
TRASH

ICE RINK/WARMING SHACK
OUTHOUSE:

CLEAN/CALL NEEDED TO VENDOR?

OVERALL COMMENTS:

DATE
11/20

CEMETERY

WENDIGO

CRYSTAL SPRINGS

N/A

good

good

maples
stumps
to pick up

good
clean

some
weeds

good

N/A

good

good

good

Overall - Tennis Court looks good (pressure washed)
Picnic tables still being mended
something good stage

PARKS (CONTINUED):

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

BASKETBALL AREA:
NET

PICNIC AREA:
TABLES/BENCHES
TRASH

PLAYGROUND AREA:
SWINGS
SLIDES
TRASH
ANYTHING BROKEN

HORSESHOE COURT
TRASH

PARKING LOT:
TRASH

ICE RINK/WARMING SHACK
OUTHOUSE:

CLEAN/CALL NEEDED TO VENDOR?

OVERALL COMMENTS:

DATE	CEMETERY	WENDIGO	CRYSTAL SPRINGS
10/21/2020	N/A	Good Shape	Good Shape
		Pine needles	Good
		Stops still	Good
		Mark by (benches/benches)	Good - Benches were once again more
		Good	Good
	N/A	Good	Good
		Good	Good

Vendors - many benches down throughout park.
Cricket - Benches again needed!
Cemetery - Good Shape

- PARKS (CONTINUED):
- BASEBALL FIELD:
 - SHAPE/ANY REPAIR NEEDED
 - GRASS CUT/TRIMMED
- BASKETBALL AREA:
 - NET
- PICNIC AREA:
 - TABLES/BENCHES
 - TRASH
- PLAYGROUND AREA:
 - SWINGS
 - SLIDES
 - TRASH
 - ANYTHING BROKEN
- HORSESHOE COURT
 - TRASH
- PARKING LOT:
 - TRASH
- ICE RINK/WARMING SHACK
 - OUTHOUSE:
 - CLEAN/CALL NEEDED TO VENDOR?

DATE	CEMETERY	WENDIGO	CRYSTAL SPRINGS
9/29/2010	N/A	Debris snail	Debris good!
		alot of branches	great!
		alot of branches clean!	
		alot of weeds	great!
		weeds to be cleaned up!	great.
		N/A lot roots good!	
		snack - weeds to be pressure washed!	weeds to be pressure washed!

OVERALL COMMENTS:

Wendigo - a lot of weeds on B.B. Court, same

weeds to be pressure washed. Warming Shack

Crystal - snack table to be pressure washed. Weeds growing
in valley but most grass pretty dry

* Toilet at Park Full!

10A.

Harris Township May Maintenance Report May 4, - May 29, 2020

Weekly Maintenance Plan May 4th – 8th 2020

Task to be completed	Est. hrs.	Pri.
Wash the ASV	1	3
Clean the Service Center Meeting Area.	1	3
Clean up leaves and pine needles at Wendigo Park	10	2
Fill in potholes on Mishawaka Shores Trl., Sunny Ln and Mishawaka Rd.	4	1
Take down road restriction signs on Township roads.	4	3
Remove old seasonal decorations at the Cemetery.	2	2
Groundwork, black dirt and seed areas the need it at the Town Hall.	2	2
Clean up leaves at the Town Hall.	2	2
Power wash the Wendigo Tennis Court	4	2
Put out docks at LaPlant, and Casper boat landings	4	1
Open and close burial site in section 3.	6	1

Derrick

Date: 5/4/20

- Open burial site in Section 3. 4 ½ hr.
- Removed seasonal decorations from Cemetery. 1 hr.
- Filled in 2 more sites that had sunken spots and seeded areas that were low in the Cemetery. 2 hr.
- Unlocked the Town Hall for the Plumber. ½ hr.

Date: 5/5/20

- Haul and put out the docks at Casper and LaPlant boat landings. (Both landings were difficult to get the dock in the correct spot due to the lake floor washing out from boaters loading their boats. I spoke with Supervisor Haubrich about possibly trying to fix these issues somehow. It will need to be discussed more.) 5 ½ hr.
- Cut up fallen tree in the ditch on the Sunny Beach Rd. ½ hr.
- Picked up garbage bags from both parks and the Cemetery. 1 hr.
- Close burial site in section 3. 1 hr.

Date: 5/6/20

- Tear up old tile flooring at the Town Hall. 8 hr.

Date: 5/7/20

- Mark out site for head stone placement in section 3 at the Cemetery. ½ hr.
- Finish tearing up the old tile flooring in the Town Hall. 7 ½ hr.

Date: 5/8/20

- Picked up the garbage from the garbage cans at both parks and the Cemetery. 1 hr.
- Take down barricades on Sunset Dr. and Sunset Ln. and all Road Restriction Signs. 3 ½ hr.
- Bring back the floor tile remover tool to Dorholt Tile. ½ hr.
- Worked on the plan for next week, updated time sheet and monthly receipts and resubmitted. 1 hr.
- Clean up tile from the Town Hall. 2 hr.

Weekly Maintenance Plan May 11th – 15th 2020

Task to be completed	Est hrs.	Pri
Wash the ASV	1	3
Clean the Service Center Meeting Area.	1	3
Clean up leaves and pine needles at Wendigo Park	10	2
Fill in potholes on Mishawaka Shores Trl., Sunny Ln and Mishawaka Rd.	4	1
Groundwork, black dirt and seed areas the need it at the Town Hall.	2	1
Clean up leaves at the Town Hall.	2	1
Power wash the Wendigo Tennis Court	4	2
Drag both ballfields	4	2
Clean and organize the Service Center Garages	4	3
Water new seeded areas at the Cemetery	4	3
Install 2 veteran stones at the Cemetery.	1	1
Finish cleaning up the floor inside the Town Hall	3	1

Date: 5/11/20

- Cut off a lock that was put on the toilet at the LaPlant boat landing. ½ hr.
- Mark out areas for headstones at the Cemetery. 1 hr.
- Finished cleaning up the tile floor and the Town Hall building and prepared it for Dorholt Tile tomorrow morning. 6 ½ hr.

Date: 5/12/20

- Unlocked the Town Hall for Dorholt Tile. ½ hr.
- Dumped the old floor tile at dump in Cohasset. 1 hr.
- Picked up fuel for the Chevrolet Dump Truck. ½ hr.
- Picked up cold patch material and filled in potholes on Mishawaka Rd. Mishawaka Shore Trl., Sunny Beach Rd. and Sunny Ln. 4 hr.
- Removed dead fallen trees from the ditches on Sunny Beach Rd. and Birch Hills Dr. 1 hr.
- Filled out Evaluation form and returned. 1 hr.

Date: 5/13/20

- Unlocked the Town Hall for Dorholt Tile. ½ hr.
- Removed beaver dam on the Underwood Rd. 2 hr.
- Clean up pine needles and leaves at Wendigo Park. 5 ½ hr.

Date: 5/14/20

- Clean out air ducting openings and started repainting the vent covers, sand down trim and re-stain before reinstalling at the Town Hall. 6 ½ hr.
- Met Plumber at the Town Hall and brought up old water heater to haul away. 1 ½ hr.

Date: 5/15/20

- Finish putting the floor trim and air vents, put doors back up, cleaned up tools and put all chairs and tables back inside at the town hall. 5 hr.
- Installed 2 veteran markers at the Cemetery. 1 hr.
- Picked up garbage bags and replaced at the Cemetery and both parks. 1 hr.
- Worked on the plan for next week. 1 hr.

NOTE: the child at play signs showed up today so I will locate and install them next week if it's possible.

Weekly Maintenance Plan May 18th – 22nd 2020

Task to be completed	Est. hrs.	Pri
Pick up and replace garbage bags at both parks and the Cemetery	1	3
Clean up leaves and pine needles at Wendigo Park	10	2
Install Child at Play and Reflectors on the Underwood Rd.	2	2
Groundwork, black dirt and seed areas the need it at the Town Hall.	2	1
Clean up leaves at the Town Hall.	2	1
Power wash the Wendigo Tennis Court	4	2
Drag both ballfields	4	2
Put up Veteran Stars and Flags for Memorial Day	4	3
Water new seeded areas at the Cemetery	6	3
Evaluation Meeting on the Thursday the 21 st	1	3
Clean up leaves, black dirt area and seed Robinson Boat landing.	4	1

Date: 5/18/20

- Ordered black dirt from Casper Construction and ordered paint for painting lines on the road and parking lots. ½ hr.
- Marked out areas for locates on the Underwood Rd. 1 hr.
- Clean up garbage's at the Cemetery and both parks. 1 hr.
- Black dirt and seed areas at the Town Hall. 2 hr.
- Started cleaning up the Robinson Boat Landing and hauled 1 load of dirt for filling low spots. 2 ½ hr.
- Water seeded areas at the Cemetery. 1 hr.

Date: 5/19/20

- Brought barricades and sand bags to the Town Hall Garage for storage. 1 hr.
- Fixed low shoulders on the Harbor Heights Rd. with recycled asphalt. 2 hr.
- Mow and trim the Service Center. 3 hr.
- Picked up gas for the gas cans. 1 hr.
- Water & seeded areas at the Cemetery. 1 hr.

Date: 5/20/20

- Clean up leaves and pine needles at Wendigo Park. 6 hr.
- Sweep and mop the Service Center Meeting Area. 1 hr.
- Drag the ballfield at Wendigo Park. 1 hr.

Date: 5/21/20

- Evaluation meeting. 1 hr.
- Install 2 Child at Play signs on the Underwood Rd. 2 ½ hr.
- Cut tree limbs on a tree on Underwood Rd. that was obstructing a sign. ½ hr.
- Put out garbage can at LaPlant Boat Landing. ½ hr.
- Finished landscaping the Robinson Boat Landing. 3 ½ hr.

Date: 5/22/20

- Level out and move headstones at the Cemetery. 1 hr.
- Change American and POW flags ½ hr.
- Print and put out policy booklets. ½ hr.
- Put out Veteran Stars and flags. 4 hr.
- Work on the plan for next week. 1 hr.
- Fill out pay request and report. 1 hr.

Weekly Maintenance Plan May 25th – 29th 2020

Task to be completed	Est hrs.	Pri
Pick up and replace garbage bags at both parks and the Cemetery	1	3
Finish cleaning up the pine needles at Wendigo Park	2	2
Make list of replacement signs	2	2
Spray fence lines at both parks and the Cemetery	5	1
Power wash the Wendigo Tennis Court	4	1
Take down Veteran Stars and Flags for Memorial Day	2	1
Spray fertilizer at the Town Hall, Cemetery and the service center.	8	2
Install child at play on KeyView Dr.	2	1
Mow the Wendigo Picnic Park	1	2
Mow and trim the boat landings	4	2
Fix trim piece and touch up paint spot at the Town Hall.	1	1
Holiday (Memorial Day 25 th)	8	1

Date: 5/26/20

- Fixed door trim and touched up paint spot at the Town Hall. ½ hr.
- Cleaned out garbage cans at the Cemetery and both parks. 1 hr.
- Removed Veteran Stars and Flags from the Cemetery. 2 ½ hr.
- Fixed hydraulic bracket on the J.D. 1445 broom. 1 hr.
- Cleaned and swept the Service Center Garage. 2 hr.
- Started Ariens lawnmower and started hooking up the weed sprayer to it. ½ hr.
- Marked out locate for a sign on KeyView Dr. ½ hr.

Date: 5/27/20

- Finished touch up painting in the Town Hall, picked up screen and tarp from storage at the Town Hall Garage. ½ hr.
- Mow and trim the Wood tick Boat Landing. ½ hr.
- Mow and trim and mulch up leaves at the Wendigo Picnic Park. 2 hr.
- Cleaned up pine needle piles at the Wendigo Park. 2 ½ hr.
- Pressure wash the Wendigo Park Tennis Court. 2 ½ hr.

Date: 5/28/20

- Picked up fuel for the Pickup truck and supplies in town. 1 hr.
- Sprayed weed and feed at the Cemetery and the Town Hall. 7 hr.

Date: 5/29/20

- Clean out garbage cans at the Cemetery and both parks 1 hr.
- Mow and trim Casper, LaPlant and Mishawaka Boat Landings. Also cleaned out garbage bags from LaPlant Boat Landing. 3 hr.
- Installed Child at Play sign on KeyView Dr. 1 hr.
- Worked on the Weekly Plan for next week. 2 hr.
- Made a sign replacement list and did an inventory on current signs. 1 hr.

Equipment	Total Hours	Monthly Hours
3500 Dump Truck	22197 miles	530 miles
3500 Pickup Truck	46191 miles	391 miles
Terex ASV	1604.2 hrs.	27.6 hrs.
E1100 heater	5815.6 hrs.	**
ETQ generator	1104.6 hrs.	**
Gravely mower	703.3 hrs.	4.8 hrs.
JD 920 mower	611 hrs.	4.6 hrs.
JD 1445 tractor	1077.9 hrs.	11.3 hrs.
JD 7130 ditch mower	1372.5 hrs.	**
Vermeer Chipper	349.3 hrs.	**
Ariens mower	150.6	**

Harris Township Chevrolet 3500 Dump Truck

Date	Mileage	Mileage Used	Gals
5/12/2020	21855	**	54.17
Monthly Total			54.17

**Harris Township
Chevrolet 3500 Pickup**

Date	Mileage	Mileage Used	Gals
4/1/2020	45388	**	29.91
Monthly Total			29.91

ASV PT60

Date	Hours	Hours Used	Gals
5/4/2020	1578.5	9	7.7
5/21/2020	1592.2	13.7	8.5
6/2/2020	1601.7	9.5	6.8
Monthly Total			23

John Deere 1445 Tractor

Date	Hours	Hours Used	Gals
5/20/2020	1074.3	23.7	11.1
Monthly Total			11.1

May Receipts

Date & Place	Qty.	Item	No.	What use...	Cost
Stokes 6/3	1	Paper clips	#680	Service Center Supplies	\$1.99
Stokes 6/1	2	Copy paper packs	#680	Service center Supplies	\$10.38
Stokes 6/1	1	Toner cartridge	#680	Service Center Supplies	\$128.79
Hawkinson 5/12	1	Cold patch material	#214	Pothole repair	\$195
L & M 5/28	6	Keep out signs	#354	Weed Spraying Supplies	\$5.94
L & M 5/28	1	Roll of caution tape	#354	Weed Spraying supplies	\$4.49
L & M 5/28	1	Pair of gloves	#356	Clothing	\$2.99
L & M 5/28	1	Gallon of weed killer	#354	Weed Spraying supplies	\$19.99
L & M 5/28	2	2.5 gallon Weed and Feed jugs	#354	Weed Spraying supplies	\$89.98
L & M 5/28	2	24pk water	#680	Service Center Supplies	\$5.78
L & M 6/3	1	11 lbs. of nuts and bolts	#357	Tools	\$23.10
L & M 6/3	1	2.5-gal Diesel exhaust fluid	#302	Dump Truck	\$9.99
Home Depot 6/5	2	Pairs of gloves	#356	Clothing	\$12.44
Home Depot 6/5	1	Pressure washer surface cleaner	#357	Tools	\$74.97
L & M 5/14	1	Qt. mineral spirits	#609	Town Hall Trim work	\$3.99
L & M 5/14	1	Qt. wood stain	#609	Town Hall Trim work	\$7.99
L & M 5/14	2	Spray paint white	#609	Town Hall Air vents	\$6.58
L & M 5/14	1	Spray can primer	#609	Town Hall Air Vents	\$4.69
L & M 6/4	1	6pk paint rollers	#354	Road striping supplies	\$6.39
Grainger 5/18	3	Road striping gallons (blue, yellow, and white)	#200	Road striping supplies	\$248.96

Grainger 6/3	2	Road striping gallons (White)	#200	Road striping supplies	\$173.91
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Harris Township June Maintenance Report

Weekly Maintenance Plan June 1st – 5th 2020

Task to be completed	Est hrs.	Pri
Pick up and replace garbage bags at both parks and the Cemetery	2	3
Replace outdated signs on Township Roads	8	1
Clean up downed trees in ditches on Township Roads	8	1
Spray fence lines at both parks and the Cemetery	4	1
Power wash the Wendigo Tennis Court	10	3
Remove rocks from ditch banks on Underwood Rd.	4	1
Paint the Handicap areas in the Town Hall Parking Lot	4	1
Drag both ballfields	2	3
Mow the Wendigo Picnic Park	1	2
Mow and trim the Service Center	4	2
Install Dead End sign on Carol St.	2	1
Trim trees on the Underwood Rd. and Root Rd. intersection	2	2
Record monthly receipts, fuel and hour reports and time sheet	3	3
Landscape work and seed areas at Wendigo Park.	8	3
Turn the Compost pile at the Service Center	4	3
Shoulder work on Township Roads.	10	2

Derrick

Date: 6/1/20

- Meeting with Mike and Ken. 1 hr.
- Clean out garbage cans at both parks and the Cemetery. 1 hr.
- Change and straighten out Chevron signs on Alicia PL., Pedestrian sign on Birch St. and a corner sign on Isle view Rd. 2 ½ hr.
- Remove dead tree from ditch on Melody Rd. 1 hr.
- Remove and replace rail-tie boarder piece at the Mishawaka Boat Landing. 2 ½ hr.

Kerry Simon

Date: 6/1/2

- Meeting with Mike and Ken 1 hr.
- Cutting and loading down trees on Wendigo Park Rd. 1 hr.
- Mowing grass and trimming grass at shop. 6 hrs.

Derrick

Date: 6/2/20

- Swapped buckets and reversed them on the Backhoe. 1 hr.
- Moved rocks on the south and north sides of the Underwood Rd. East Side. 4 hr.
- Fixed low shoulders on Apache Dr. and Chippewa Dr. 1 ½ hr.
- Bent back Stop sign post at the intersection of Woodland Park Rd. and HWY 169.

(MN DOT was notified of this stop sign because it is theirs.)	1 hr.
• Cut low tree limbs on Chippewa Dr and cut fallen tree limb at the Robinson Boat Landing.	½ hr.
Kerry Simon	
Date: 6/2/2020	
• Pressure washing handicap parking at town hall	1 hr.
• Dragging ball fields at spring lake park and wendigo park	2 hrs.
• Painting handicap parking at town hall.	4 hrs.
• Cleaning painting supplies and mowing the windrows of grass at shop so it does not kill off the grass.	1 hr.
Derrick	
Date: 6/3/20	
• Meeting with Mike.	1 hr.
• Marked out locate area for a sign on Carol St.	1 hr.
• Cut tree limbs on the Southwood Rd.	1 hr.
• Cleaned the pole saw and fixed the extension.	1 hr.
• Fixed shoulders on East Harris Rd.	3 hr.
• Picked up supplies in town.	1 hr.
Kerry Simon	
Date: 6-3-20	
• Meeting with Mike	1 hr.
• Changing and sharpening blades on Gravely mower.	1 hr.
• Mowing, blowing, and weed whacking picnic park.	1 hr.
• Wendigo park, pressure washing tennis court	5 hr.
Derrick	
Date: 6/4/20	
• Paint the Speed Bumps on the Mishawaka Rd.	3 hr.
• Picked up supplies in town.	½ hr.
• Filled in shoulders on East Harris Rd. and KeyView Dr.	4 ½ hr.
Kerry Simon	
Date:6-4-20	
• Paint stripes on speed bumps on Mishawaka Rd.	3 hrs.
• Pressure washing tennis court at Wendigo Park	5 hrs.
Derrick	
Date: 6/5/20	
• Meeting with Mike and Ken.	½ hr.
• Picked up supplies in town.	½ hr.
• Spoke with Supervisor clayton and Veterans Office about a Stone marker.	1 hr.
• Recorded monthly equipment, receipt, fuel reports and time sheet information.	3 hr.
• Cut tree limbs on Underwood Rd. and Root Rd. intersection and Westwood Rd.	1 hr.
• Installed Dead End sign on Carol St.	1 hr.
• Worked on the plan for next week.	1 hr.
Kerry Simor	
Date: 6-5-20	
• Meeting with Ken and Mike	½ hrs.
• Collecting trash at Wendigo, Crystal, and Cemetery.	1 hr.
• Pressure wash tennis court at Wendigo Park	6.5 hrs.

Weekly Maintenance Plan June 8th – 12th 2020

Task to be completed	Est. hrs.	Pri
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Pick up and replace garbage bags at both parks and the Cemetery	2	3
Install No Parking signs at Mishawaka boat landing	4	1
Clean up downed trees in ditches on Township Roads	8	1
Spray fence lines at both parks and the Cemetery	6	1
Inspect all fire extinguishers at all locations and equipment	4	1
Open and close cremation burial in section 1	2	3
Mow the hockey rinks at both parks	4	1
Drag both ballfields	2	3
Mow the Wendigo Picnic Park	1	1
Mow and trim the Service Center	4	2
Mow all boat landings	4	2
Trim trees on the Underwood Rd. and Root Rd. intersection	2	2
Water and add more seed at the Robinson boat landing	2	2
Landscape work and seed areas at Wendigo Park.	8	2
Turn the Compost pile at the Service Center	4	3
Prepare the J.D. 7130 ditch mower for the season	4	3
Shoulder work on Township roads	16	1
Replace old township road signs on Township roads	8	1
Finish cleaning the Wendigo Tennis Court	4	2

Derrick

Date: 6/8/20

- Meeting with Mike and Ken. 1 hr.
- Cut up fallen tree on East Harris Rd and hauled away. 1 hr.
- Picked up supplies in town. ½ hr.
- Changed the rope on the flagpole at the Town Hall. ½ hr.
- Inspected all fire extinguishers. 2 ½ hr.
- Sprayed weeds along fence lines at Crystal and Wendigo Parks. 2 ½ hr.

Kerry Simon

Date: 6-8-20

- Meeting with ken and mike 1 hr.
- Picked up trash at wendigo, cemetery, and crystal springs park, 1 hr.
- pressure wash tennis court at wendigo park 6 hrs.

Derrick

Date: 6/9/20

- Spot sprayed weeds in ballfield and around the French Drain and removed saran wrap that someone had done last night around the portable toilet and the warming shack

at Crystal Park. Supervisor Shack and Haubrich were notified.	1 ½ hr.
• Sprayed fence lines around the Cemetery.	1 hr.
• Cleaned out the sprayer and stored it away.	1 hr.
• Replaced road signs on East Harris Rd. (Corner sign), River View Dr. (Dead End sign), Root Rd (Stop and Dead-End sign) and Wendigo Park Rd (45mph sign)	4 ½ hr.
Kerry Simon	
Date: 6-9-20	
• Picked up trash at LaPlant landing, pressure wash tennis court and basketball court at wendigo park	6 hrs.
• Checked out culvert on Metzenhurber, told it was plugged. Inspected it on both ends and appears to be clear of debris	½ hr.
• started mowing grass at shop	1 ½ hrs.
Derrick	
Date: 6/10/20	
• Met with Ken and Mike at the Mishawaka Boat landing to discuss parking spaces and groundwork that needs to be done.	1 hr.
• Cut up fallen trees on Aspen Dr. and Pine St.	5 ½ hr.
• Cut brush and limbs at Mishawaka Boat Landing.	1 ½ hr.
Kerry Simon	
Date: 6-10--20	
• Cleaned up leaves on Metzenhurber road along drain chute	1 hr.
• Cut up trees on Aspen and Pine St.	5.5 hr.
• Cut up brush at Mishawka boat landing	1.5 hrs.
Derrick	
Date: 6/11/20	
• Meeting with Mike.	1 hr.
• Picked up fuel for the Dump Truck and the Gas Cans.	1 hr.
• Checked washout on Harbor Heights Rd. Will Fix tomorrow.	½ hr.
• Cleaned up gravel and brush and hauled away, reset parking lot ties and cleaned up Mishawaka Boat landing.	4 hr.
• Pulled J.D. 7130 out of the Cemetery garage and started preparing it for mowing next week.	1 ½ hr.
Kerry Simon	
Date: 6-11-20	
• Meeting with Mike	1 hr.
• Fixing wash out on Metzenhurber and cutting a tree up on the corner of wendigo and romans Rd.	2 hrs.
• Worked on cleaning up brush and fence at Mishawaka boat landing	4 hrs.
• Finished mowing at shop	1 hr.
Derrick	
Date: 6/12/20	
• Meeting with Mike.	½ hr.
• Open and close Cremation burial site in section 1.	2 hr.
• Finished preparing tractor for mowing ditches next week. Tractor has updated fluid changes, tire pressures, belt tensions and greased. I will be starting Monday morning.	2 hr.
• Clean up tools in the Service Center Garage.	½ hr.
• Turn compost pile at the Service Center.	3 hr.
Kerry Simon	
Date: 6-12-20	
• Meeting with Mike	½ hr.
• Fueled truck and picked up some things at L&M	1 hr.
• Picked up trash at boat landings and parks	1 hr.

- Wash and painted basketball court at Wendigo park 1 ½ hrs.
- Worked on getting wood chipper running ½ hr.
- Cut grass at empty lot next to shop 3 ½ hrs.

Weekly Maintenance Plan June 15th – 19th 2020

Task to be completed	Est. hrs.	Pri.
Pick up and replace garbage bags at both parks and the Cemetery	2	3
Install No Parking signs at Mishawaka boat landing	4	1
Clean up and remove weeds in playground at Wendigo and the Volleyball Court at Crystal Park.	6	2
Mow the hockey rinks at both parks	4	1
Drag both ballfields	2	3
Mow the Wendigo Picnic Park	1	1
Mow and trim the Service Center	4	2
Mow all boat landings	4	2
Water and add more seed at the Robinson boat landing	2	2
Landscape work and seed areas at Wendigo Park.	8	2
Mow R.O.W. on township roads	40	1
Move Child at Play sign on KeyView Dr.	2	1
Fix shoulder on Aspen Dr.	1	1
Paint parking lot lines at the Mishawaka Boat Landing.	4	2

Derrick

Date: 6/15/20

- Open cremation burial in section 2. 1 hr.
- Filled up water tank. ½ hr.
- Mow the R.O.W. on the Wendigo Park Rd. (8ft of the R.O.W. is cut on entire road.) 8 ½ hr.

Kerry Simon

Date: 6-15-20

- Daily meeting with Mike ½ hr.
- Collect trash from parks and cemetery and pounded in some spikes in the timbers at Mishawaka 1 hr.
- Filled in cremation plot ½ hr.
- Mowed ice rink at Wendigo and drug ball field also mowed at Wendigo 2 hrs.
- mowed and weed wacked at picnic park, Casper, Wood Tick, and LaPlant landing 4 hrs.

Derrick

Date: 6/16/20

- Look over and grease ditch mower before mowing. ½ hr.
- Adjusted the deck roller on the ditch mower to get a better cut. It was lower approximately 1". Cuts better now. Also, washed the Ditch mower. 1 hr.
- Mow the R.O.W. on the Sunny Beach Road. Will continue this road tomorrow. 8 hr.
- Spoke with Grainger Supply about damaged paint cans, they are sending us 2 new ones free of charge and we have to dispose of the damaged ones. ½ hr.

Kerry Simon

Date: 6-16-20

- Meeting with Mike ½ hr.
- Cut up down tree on Sunny Beach and looked for wash out on Aspen 1 ½ hr.
- Mowed hockey rink and drug the ball field at Crystal Park 2 hrs.
- Filled in hole in hockey rink and drug ball field at Wendigo Park 2 hrs.
- Mowed ditch along Harris Town Rd in front of empty lot 2 hrs.

Derrick

Date: 6/17/20

- Mark out site for stone placement in section 3. ½ hr.
- Fill in sunken site in section 2. ½ hr.
- Mow the R.O.W. on Sunny beach rd. and Romans Rd. (Romans Rd. is completed with 2 passes and I should be able to finish the 2nd pass on Sunny Beach Rd. tomorrow). 8 ½ hr.
- Looked at Trees that we will try to take down in the morning tomorrow and came up with a plan for traffic and hauling away debris on the Wendigo Park Rd. ½ hr.

Kerry Simon

Date: 6-17-20

- Meeting with Mike ½ hr.
- Looked at cutting some trees down on Wendigo Park Rd with Mike ½ hr.
- Pulled weeds in playground at Wendigo Park 1 hr.
- Fixed wash out on Aspen 1 hr.
- Cleared branches and weeds out of culvert at Wood Tick Landing 1 hr.
- Brought Derrick fuel 1 hr.
- Brought a load of dirt to town hall for Peggy 1 hr.
- Pulled weeds at Crystal Park ½ hr.
- Put up signs at Mishawaka landing 1 ½ hr.

Kerry Simon

Date: 6-18-20

- Meeting with Mike 1 hr.
- Clean shop and bring old paint to recycle center 2 hrs.
- Fuel up fuel tank in back of truck 1 ½ hr.
- Help level grave stone ½ hr.
- Finish no parking signs at Mishawaka 1 hr.
- Pull weeds at Crystal Park 2 hr.

Derrick

Date: 6/18/20

- Clean up Service Center Garages. 2 hr.
- Work on the plan for next week and filled out time sheet. 1 hr.
- Meeting with Mike. 1 hr.
- Fixed axles and tire on the Generator. 1 hr.
- Checked over and greased Ditch Mower. ½ hr.
- Mow the R.O.W. on the Sunny Beach Rd. (Sunny Beach Rd. has 2 passes on entire road.) 3 ½ hr.
- Level out headstone in section 2. 1 hr.

Kerry Simon

Date: 6-19-20

- Meeting with Mike ½ hr.
- Picked up trash and walked the park to collect more, inspected hockey rink for bad or broken boards, also inspected for possible scraping and priming and painting of the rink. 1 hr.

- Wendigo park collect trash, walked the park looking for trash, I blew off the tennis courts and basketball court, inspected the hockey rink for broken boards or bad boards, also inspected rink for bad paint. 2 hrs.
- Repaired shoulders by mail boxes on KeyView 1 ½ hr.
- Cleaned the culvert at wood tick landing again 1 hr.
- Went to wendigo park and spread dirt and seeded where stumps were ground out last year 2 hrs.

Weekly Maintenance Plan June 22nd – 26th 2020

Task to be completed	Est. hrs.	Pri
Pick up and replace garbage bags at both parks and the Cemetery	2	3
Start cleaning and paint Wendigo and Crystal Hockey Rinks	4	2
Till and rake out weeds in the baseball infield at Wendigo Park	6	1
Drag both ballfields	2	3
Mow the Wendigo Picnic Park	1	1
Mow and trim the Service Center	4	2
Mow all boat landings	4	2
Water and add more seed at the Robinson boat landing	2	2
Landscape work and seed areas at Wendigo Park.	8	2
Mow R.O.W. on township roads	40	1
Move Child at Play sign on KeyView Dr.	2	1
Straighten out sign at LaPlant Boat Landing near water	1	1
Paint parking lot lines at the Mishawaka Boat Landing.	4	2

Derrick

Date: 6/22/20

- Mark out spot on KeyView Dr. for Sign to be relocated. ½ hr.
- Mow the R.O.W. on Mishawaka Rd., Apache Dr., Chippewa Dr., Winnebago Dr., Mohawk Dr., Pine St., and Birch St. (All of these roads have 2 passes completed.)
I only was able to get 1 pass on Mishawaka Shores Trl. (Will finish it tomorrow) 9 hr.
- Grease and look over tractor before mowing. ½ hr.

Kerry Simon

Date: 6-22-20

- Meeting with Mike ½ hr.
- Fixed washout at the end of field crest 1 hour
- Cleaned out culvert at Wood Tick again and loaded all the debris in truck 1 hr.
- Collected trash at boat landings and parks also straightened sign at LaPlant Boat Landing 1 ½ hr.
- Mowed and trimmed grass at picnic park 1 hr.
- Mowed and trimmed grass at shop 3 hrs.

Derrick

Date: 6/23/20

- Grease and look over tractor before mowing. ½ hr.
- Mow the R.O.W. on Mishawaka Shores Trl., Wagon Wheel Court Rd. and Bear Creek Rd. These roads are completed with 2 passes. 8 hr.
- Level out headstones at the Cemetery. 1 hr.
- Picked up supplies in town. ½ hr.

Kerry Simor

Date: 6-23-20

- Meeting with Mike ½ hr.
- Painted parking stripes at Mishawaka landing 6 hrs.
- Went to town hall and picked up tiller ½ hr.
- Cleaned shop 1 hr.

Derrick

Date: 6/24/20

- Greased and looked over tractor before mowing. ½ hr.
- Welded block holding points on the ballfield drag. ½ hr.
- Mow R.O.W. on Davis Rd., Pennella Rd., River Ridge Rd., River View Dr., Norberg Rd., KeyView Dr., East Harris Rd., Birch Hills Dr. and The Underwood Rd. (All of these roads have 2 complete passes.) 9 hr.

Kerry Simor

Date: 6-24-20

- Meeting with Mike ½ hr.
- Tilled and drug Wendigo ballfield 7 ½ hrs.

Derrick

Date: 6/25/20

- Mow the R.O.W. on Wesleyan Dr., Pine Crest Rd., Wendigo Park Cir., Alicia PL., Alicia Spur., Sunny Beach Addition Rd., Nancy Dr. and Metzenhuber Rd. (All of these roads have 2 complete passes.) 6 ½ hr.
- Worked on the plan for next week. 2 hr.
- Inspected area and ordered a culvert for a residence on the Southwood Rd. 1 hr.
- Greased and inspected tractor before mowing. ½ hr.

Kerry Simor

Date: 6-25-20

- Meeting with Mike ½ hr.
- Pressure wash hockey rink on the outside at Wendigo Park 8 hrs.

Kerry Simor

Date: 6-26-20

- Meeting with Mike ½ hr.
- Collected trash at cemetery and Wendigo Park, I blew of tennis court and basketball court 1 ½ hr.
- Collected trash at LaPlant and Crystal Park, I walked Crystal Park and picked up other trash that was lying around 1 hr.
- Moved child at play sign on KeyView 1 hr.
- Pressure washed the inside of hockey rink at Wendigo Park 4 hrs.

Weekly Maintenance Plan June 29th – July 3rd 2020

Task to be completed	Est. hrs.	Pri.
Pick up and replace garbage bags at both parks and the Cemetery	2	3

Drag and level parking lot at Wendigo Park.	2	3
Fix shoulders on the Mishawaka Rd.	8	1
Drag both ballfields	2	3
Mow the Wendigo Picnic Park	1	1
Mow and trim the Service Center	4	2
Mow all boat landings	4	2
Water and add more seed at the Robinson boat landing	2	2
Landscape work and seed areas at Wendigo Park.	8	2
Cut down, chip up and haul away trees on Alicia PL., Mishawaka Rd. and Apache Dr.	6	1
Record monthly receipts, fuel, mileage and time sheet information	3	3
Move and level headstones at the Cemetery.	8	2
Fill in potholes on Wesleyan Dr.	2	1
Open and close cremation burial in Section 3. (Friday 3 rd)	2	3
Chip up branches and cut trees that are in the pile at the Service Center.	8	3
Mow R.O.W. on township roads.	10	1
Holiday (July 3 rd)	8	3

Derrick

Date: 6/29/20

- Meeting with Mike. 1 hr.
- Removed dead deer from the Wendigo Park Rd. 1 hr.
- Brought J.D. 7130 tractor to Acheson Tire to have them swap front tires. 1 hr.
- Fixed wash out on Mishawaka Rd. with reclaimed material. (Will finish fixing the rest of the washout when the Class 5 dirt is delivered.) 1 ½ hr.
- Reset parking lot ties and installed reinforcement bars at Mishawaka Boat Landing. 2 hr.
- Fill in sunken graves at the Cemetery. 1 ½ hr.

Kerry Simon

Date: 6-29-20

- Meeting with Mike 1 hr.
- Collect trash from parks, boat landing, & cemetery 1 hr.
- Bring tractor to Acheson 1 hr.
- Road work on Mishawaka 1 hr.
- Worked on parking spots at Mishawaka landing 2 ½ hrs.
- Work in Cemetery 1 ½ hr.

Derrick

Date: 6/30/20

- Picked up J.D. 7130 from Acheson Tire. (Front tires have been rotated, We should be able to get more life out of the tires now). 1 hr.
- Cut up and haul away trees on Mishawaka Rd., Alicia Pl. and Apache Dr. 2 ½ hr.
- Drag and work up parking lot at the Wendigo Park. 3 ½ hr.

• Grease ASV.	½ hr.
• Installed Orange Reflector on Child at Play sign on KeyView Dr.	½ hr.
Kerry Simon	
Date: 6-30-20	
• Brought Derrick to Acheson to pick up tractor	½ hr.
• Filled potholes on Wesleyan Dr.	1 hr.
• Cut trees and brush on Alicia Place, Mishawaka Rd, Apache Dr	2 ½ hrs.
• Mowed ditch and vacant lot along Harris Town Rd	4 hrs.
Derrick	
Date: 7/1/20	
• Repaired shoulder on the big corner and cleaned out drain trough on shoulder on the Mishawaka Rd.	6 hr.
• Spoke with supervisor Clayton about burial information and site location in section 1.	½ hr.
• Finished placing the parking lot timbers at the Mishawaka boat landing.	1 ½ hr.
Kerry Simon	
Date: 7-1-20	
• Repaired shoulder on Mishawaka Rd.	6 hrs.
• Worked on placing parking timbers at Mishawaka landing	2 hrs.
Derrick	
Date: 7/2/20	
• Painted speed hump stripes on the Mishawaka Rd.	4 hr.
• Open 2 cremation sites for Friday burials in section 1 and 3.	1 ½ hr.
• Recorded monthly receipts, fuel, mileage and time sheet information.	2 ½ hr.
Kerry Simon	
Date: 7-2-20	
• Meeting with Mike	½ hr.
• Painted stripes on speed bumps on Mishawaka Rd.	4 hrs.
• Mowed grass and trimmed at service center	3½ hrs.
Kerry Simon	
Date: 7-3-20	
• Meeting with Mike	½ hr.
• Collect trash from boat landings and parks	1 hr.
• Went to L & M for supplies Davis Oil for fuel and gas, temp service for time cards	2 hrs.
• Blew off tennis court and basketball court, also drug ball field	1 ½ hrs.
• Closed two cremation burials	1 hr.
• Drug crystal park ball field	1 hr.
• Tried to clean weeds and sticks out of culvert at Wood Tick landing	1 hr.

Chevrolet 3500 Dump Truck

Date	Mileage	Mileage Used	Gals
------	---------	--------------	------

6/11/2020	22344	489	51.91
			0
Monthly Total			51.91

Chevrolet 3500 Pickup

Date	Mileage	Mileage Used	Gals
6/12/2020	46391	349	26.25
6/24/2020	46742	351	29.1
Monthly Total			55.35

Fuel Tank Fill Up

Date	Equipment	Gals at Fill	Gals
6/18/2020	fuel tank	3363	135.8
Monthly Total			135.8

Harris Township John Deere 7130 Tractor

Date	Hours	Hours Used	Gals
6/16/2020	1381.6	13.9	43.1
6/17/2020	1397	15.4	39.9
6/22/2020	1401.6	4.6	17.4
6/24/2020	1417.1	15.5	40.2
Monthly Total			140.6

Equipment	Total Hours	Monthly Hours
3500 Dump Truck	22563 miles	366 miles

3500 Pickup Truck	46906 miles	715 miles
Terex ASV	1618.5 hrs	14.3 hrs
E1100 heater	5815.6 hrs	**
ETQ generator	1104.6 hrs	**
Gravelly mower	709.3 hrs	6 hrs
JD 920 mower	621.3 hrs	10.3 hrs
JD 1445 tractor	1083.3 hrs	5.4 hrs
JD 7130 ditch mower	1431.4 hrs	58.9 hrs
Vermeer Chipper	349.3 hrs	**
Ariens mower	152.3 hrs	1.7 hrs

Date & Place	Qty.	Item	Number	What use...	Cost
Home Depot 6/8	1	100ft rope	#609	Flagpole at Town Hall	\$17.45
Home Depot 6/8	2	24pk water	#680	Service Center Supplies	\$6.96
L & M 6/9	2	20lbs grass seed	#354	Supplies	\$59.98
L & M 6/9	1	Air chuck	#357	Tools	\$6.74

L & M 6/9	1	300ft caution tape	#354	Supplies	\$4.49
L & M 6/23	1	Windshield washer fluid	#396	J.D. 7130	\$2.69
L & M 6/23	1	AC recharger	#396	J.D. 7130	\$22.99
L & M 6/12	1	6pk paper towel	#680	Service Center Supplies	\$12.99
L & M 6/12	2	24pk water	#680	Service Center Supplies	\$5.18
L & M 6/12	3	Hand soap dispensers	#680	Service Center Supplies	\$5.97
L & M 6/12	2	2pk refill air freshener	#680	Service Center Supplies	\$11.98
L & M 6/23	1	Gallon mineral Spirits	#354	Supplies Parking paint at landing	\$12.99
L & M 6/23	6	Paint tray liners	#354	Supplies parking paint at landing	\$4.14
L & M 6/23	6	Paint roller covers	#354	Supplies parking paint at landing	\$8.49
L & M 6/23	1	4" paint roller	#354	Supplies parking paint at landing	\$1.99
L & M 6/23	1	420ft roll of twine	#354	Supplies parking paint at landing	\$1.99
L & M 6/23	1	Box of nails	#354	Supplies parking paint at landing	\$1.99
Acheson 6/30	2	Tire rotations	#396	J.D. 7130	\$150
Dakota supply 6/25	1	Culvert order Southwood Rd.	#208	Southwood Rd.	\$590
McCoy 6/23	1	15w-40 oil gallon	#396	J.D. 7130	\$22.78
Grainger 6/30	1	Gallon paint	#200	Mishawaka Rd.	\$100.83

11A.

**Resolution #2020-016A
July 22, 2020
2020 Election Judges for Primary Election**

STATEMENT OF ISSUE:

Approve the Clerk's list of election judges for the 2020 Primary Election on Tuesday, August 11, 2020.

BACKGROUND AND SUPPLEMENTAL INFORMATION:

The following people are being recommended for appointment as election judges for the Primary on Tuesday, August 11, 2020. (all have been trained and have served as election judges):

1.	Michele Smith (Head Judge)	30037 Harris Town Road	259-0844
2.	Paul Brown	20196 River Road	244-6700
3.	Etta Jane Flohaug	32200 Southwood Road	326-5631
4.	Julia Schroeder	20258 River Road	244-3236
5.	David Schroeder	20258 River Road	244-9554
6.	Jane Dreke	17726 Wendigo Road	606-0983
7.	Michele Palkki	29197 Wesleyan Drive	259-7605
8.	Charlotte Lorenson	21328 US Hwy 169 So.	398-1512
9.	Lola Seekman	404 NE 8 th Ave, #1E	244-8484
10.	Joyleen Castle	2 Irene Rd	398-5005
11.	Byron Snowden	15 Irene Rd	244-3373
12.	Terri Friesen	20612 Melody Lane	256-1961*
13.	Evelyn Fielding	28249 E. Harris Road	360-9184*

Note: In compliance with MN state statute 204B.22 ELECTION JUDGES; NUMBER REQUIRED - Subdivision 1, a minimum of three (3) election judges is required for a township election. 4 is recommended for those using a HAVA Automark machine.

Judges will be working from 7:00 am until 8:00 pm for the Presidential Nomination Primary. A Health Care Facility Election Judge may need to assist any residents that are eligible and interested in voting by absentee ballot.

NOTE: Election Judges pay is being proposed at **\$11.00 per hour**, with the *Head* Election Judge pay being proposed at **\$12.00 per hour** for the Primary Elections. Mileage must be paid by law for work-related travel, and is being proposed at the current IRS rate of **\$0.575 per mile**.

BOARD ACTION REQUESTED:

Approve the additional election judges (*) as recommended by the Town Clerk for the Primary Election to be held on August 11, 2020.

Submitted by: _____
Peggy Clayton, Supervisor

Signed by: _____
Ken Haubrich, Chair

12A.

NOTICE:
Harris Town Board
NOTICE OF A POSSIBLE QUORUM
of the Harris Township Supervisors

Board members of Harris Township may participate in setting up the
Town Hall on Monday August 10, 2020, in preparation for the Primary Election
to take place on August 11, 2020
at 21998 Airport Road, Grand Rapids, MN

Monday, August 10, 2020
10:00 a.m. – 7:00 pm

Posted on July 22, 2020

Peggy Clayton, Supervisor

**Harris Township
Pay Request**

Derrick Marttila

	General	Equipment	Road/Bridge	Cemetery	Recreation	Buildings/Grounds	TOTAL
Date	100	200	300	400	500	600	
6-Jul		0.5	9	0.5			10
7-Jul		0.5	9.5				10
8-Jul	1	9				0	10
9-Jul	1	1.5	6			1.5	10
13-Jul	1		8.5	0.5			10
14-Jul	1	3.5	4.5			1	10
15-Jul	0.5		8.5	1			10
16-Jul	2	2	3			3	10
							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

7/16/2020

Signature

Date



Call: (800) 228-0296

Email: info@mntownships.org

Nancy Kopacek
Reimburse

[Login to Education Portal](#)

Registration Complete

[Print Confirmation](#)

Registration is complete. We've sent a confirmation e-mail to harristownshiptreasurer@gmail.com with program access instructions. Questions about this program should be directed to SeminarWeb at 737-201-2059.

Live Webinars Program

Price

Treasurers: Election Judge Payroll

\$25.00

Registrant: Nancy Kopacek (harristownshiptreasurer@gmail.com)

Note that the charge for this program will appear on your statement as "SeminarWeb".

[Register Others](#)

Register someone else for this program.

[View Details](#)

View this program's description and details.

[Enter Program](#)

Are you Nancy Kopacek? If so, click here to start the program.

Instructions E-mailed to Nancy Kopacek

IMPORTANT - HERE ARE YOUR CONNECTION INSTRUCTIONS

Nancy Kopacek:

Thank you for registering for

Treasurers: Election Judge Payroll

Amount: **\$25.00**

Paid by 1 7/18/2020

PLEASE KEEP A COPY OF THIS RECEIPT FOR YOUR RECORDS

Thursday, July 23, 2020

9:30 AM-10:30 AM CENTRAL 7:30 PT / 8:30 MT / 10:30 ET Add via Outlook Add via Google Add via iCal

HOW TO JOIN THE WEBINAR:

10 minutes prior to the start of the program, [click this link to connect to the program](#), or click on the button below:

Launch Webinar!

If you are unable to click the link above, you can connect to the program by entering seminarweb.com/join in your browser's address bar. When prompted, enter the following serialized code: **CRVCHYPVE**

The audio will play through your computer speakers, so please make sure they are turned on and the volume is turned up.

Steve Fenske
737-201-2059

Acheson Tire

203 NE 5th Street

Statement

DATE

6/30/2020

BILL TO

HARRIS TOWNSHIP
20876 WENDIGO PARK RD
GRANE RAPIDS, MN 55744

TERMS	AMOUNT DUE	AMOUNT PAID
Net 30	\$150.00	

DATE	DESCRIPTION	AMOUNT	BALANCE
05/31/2020	Balance forward		0.00
06/30/2020	INV #520458. Due 07/31/2020.	150.00	150.00

RECEIVED
7/8/2020

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	AMOUNT DUE
150.00	0.00	0.00	0.00	0.00	\$150.00

Finance Charge on all Accounts Past 30 Days will be 1.5% per Month with a Minimum of 50 cents Annual Rate =18%
218-326-4319

Davis Oil Inc.
 PO Box 508
 1301 NW 4th Street
 Grand Rapids, MN 55744

Statement

Date
7/1/2020

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

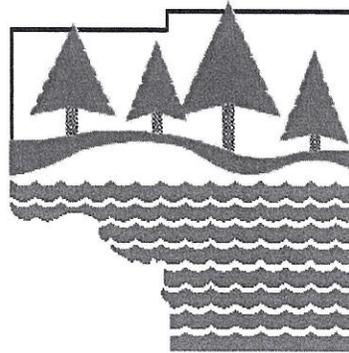
		Amount Due	Amount Enc.		
		\$519.12			
Date	Transaction	Amount	Balance		
05/31/2020	Balance forward		220.24		
06/11/2020	INV #8487.	163.44	383.68		
06/12/2020	INV #8572.	53.79	437.47		
06/15/2020	PMT #19455.	-220.24	217.23		
06/18/2020	INV #8911.	239.34	456.57		
06/24/2020	INV #9275.	62.55	519.12		
					
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
519.12	0.00	0.00	0.00	0.00	\$519.12

Itasca County Invoice

Itasca County Environmental Services

123 NE Fourth Street

Grand Rapids, MN 55744-2600



Phone: (218) 327-2857

Fax: (218) 327-7331

Service: Second Quarter (April- June 2020) Demolition Fees incurred at the Itasca County Transfer Station.

Invoice Date: 7/6/2020

Terms: Payment due within 30 days of invoice date. If timely payment is not made, Transfer Station privileges may be restricted. Thank you!

Bill To:

Harris Township

20608 Crystal Springs Loop

Grand Rapids, MN 55744-

Account ID: 186

Contact: Becky Adams, Treasurer

<i>Demolition</i>	<i>Quantity</i>	<i>Unit Price</i>	<i>Amount Due</i>
Amount of Waste (per Ton)	1.1	\$18.00	\$19.80
Solid Waste Management Tax (perTon)	1.1	\$2.00	\$2.20
		Subtotal	\$22.00
		Sales Tax	\$0.00
		Order Total	\$22.00
		Payments	
		Total Due	\$22.00

Make checks payable to: "Itasca County Treasurer"

Mail to:

Environmental Services

Itasca County Courthouse

123 Fourth Street Northeast

Grand Rapids, MN 55744-2600

Customer Statement

For 6/30/2020 to 6/30/2020

Tuesday, July 7, 2020 3:20 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:
187703	A000741510	6/30/2020	CEMETERY DEED	\$0.00	\$0.00	\$46.00	\$46.00
187703	A000741511	6/30/2020	CEMETERY DEED	\$0.00	\$0.00	\$46.00	\$46.00
				\$0.00	\$0.00	\$92.00	\$92.00

Previous Balance:	\$0.00
Net Posted to Account:	\$0.00
Charged / Debited Items:	\$92.00
Ending Balance:	\$92.00

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

RECEIVED
7/13/2020

Account Statement

Commercial Account



Commercial
Revolving Charge



Customer Service:
homedepot.com/mycrc



Account Inquiries:
1-800-685-6691 Fax 1-800-266-7308

Summary of Account Activity

Previous Balance	\$87.41
Payments	-\$174.82
Credits	-\$0.00
Purchases	+\$174.17
Debits	+\$0.00
FINANCE CHARGES	+\$0.00
Late Fees	+\$0.00
New Balance	\$86.76

Send Notice of Billing Errors and Customer Service Inquiries to:
HOME DEPOT CREDIT SERVICES
PO Box 790945, St. Louis, MO 63179-0345

Payment Informal

Current Due	\$50.00
Past Due Amount	+ \$0.00
Minimum Payment Due	= \$50.00
Payment Due Date	08/03/20
Amount to pay to avoid incurring finance charges	\$86.76

Credit Limit	\$7,500
Credit Available	\$6,951
Closing Date	07/08/20
Next Closing Date	08/07/20
Days in Billing Period	31



**JOB-SITE DELIVERY TO GET
YOUR JOB DONE FASTER**



Visit homedepot.com/delivery
for more details.

RECEIVED
7/4/2020

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

Page 1 of 8

This Account is Issued by Citibank, N.A.

Please detach and return lower portion with your payment to insure proper credit. Retain upper portion for your records.



P.O. Box 790411
St. Louis, MO 63179



Payment Due Date	August 3, 2020
New Balance	\$86.76
Past Due Amount	\$0.00
Minimum Payment Due	\$50.00

Amount Enclosed: \$

Print address changes on the reverse side.
Make Checks Payable to ▼

HOME DEPOT CREDIT SERVICES
DEPT. 32 - 2189094869
PO BOX 9001030
LOUISVILLE, KY 40290-1030



Statement Enclosed

00012503 1 G3501469 DTF 00012508



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

01348219
JOB 203 8307

01348219 00012503 00012508 00012508 00012508 00012508 00012508 00012508 00012508 00012508



Account Ending in

SPECIAL NOTICE

Don't forget, 1-Year Returns credited back to your Home Depot Card*

Additional benefits available to Commercial Card Holders:

- **60-day Terms: Take 60 days to pay before finance charges start to bill on every qualifying purchase**
- **Fuel savings:** Earn Fuel savings for every \$100 of qualifying purchases made using your The Home Depot Commercial Revolving Card

Visit homedepot.com/cardbenefits to take advantage of 60-day payment terms and get more information on fuel savings including participating station availability and how to order more redemption cards

*Refer to The Home Depot Returns Policy for details

 You have asked us to automatically withdraw your monthly payments from your bank account ending in 1177. Your next payment of \$86.76 will be withdrawn from your bank account on 07/27/2020. To cancel your enrollment or to change or cancel the scheduled payment, you must contact us by 5 p.m. ET on the Payment Date, except for debit card payments. For debit card payments, you must contact us by 12 a.m. ET the day before the Payment Date to cancel your enrollment or to change or cancel the scheduled payment. If the balance due on your account is less than the payment amount, we will withdraw the balance due on your account.

Important Changes: Our Privacy Notice has changed and can be found at www.citi.com/privacy.

TRANSACTIONS

Trans Date	Location/Description	Reference #	Amount
06/08	THE HOME DEPOT GRAND RAPIDS MN	8043023	\$ 24.41
06/09	THE HOME DEPOT GRAND RAPIDS MN	7192000	\$ 94.29
06/17	THE HOME DEPOT GRAND RAPIDS MN	9200092	\$ 55.47
PAYMENTS, CREDITS, FEES AND ADJUSTMENTS			
06/27	PAY-BY-PHONE PAYMENT DEERFIELD IL	P919400J4EHM92X0L	\$ 87.41-
06/29	PAYMENT - THANK YOU	P919600J600ZWR1MN	\$ 87.41-

FINANCE CHARGE SUMMARY

Type of Balance	Annual Percentage Rate (APR)	Daily Periodic Rate	Balance Subject to Finance Charge	Finance Charge
PURCHASES				
REGULAR REVOLVING CREDIT PLAN	21.99%	0.06024%	\$0.00	\$0.00

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

FUEL REWARDS SUMMARY

As of 07/08/2020

Current Fuel Rewards Balance (per gallon)	\$0.20
Expiring Fuel Rewards Balance	\$0.20
Expiration Date	07/31/2020

To customize and manage your account visit www.fuelrewards.com/homedepot or download the Fuel Rewards mobile app.

Please ensure you have registered your email address by visiting www.homedepot.com/cardbenefits to fully participate in the program.

PURCHASE HISTORY

Year to Date	\$552.22
Life to Date	\$23,753.00

486982





Commercial
Revolving Charge



Remit payment and make checks payable to:
HOME DEPOT CREDIT SERVICES
DEPT. 32 - 2189094869
PO BOX 9001030
LOUISVILLE, KY 40290-1030

INVOICE DETAIL

BILL TO:
Acct:

SHIP TO:
HARRIS TOWNSHIP
20876 WENDIGO PARK RD
GRAND RAPIDS, MN 55744-4682

Amount Due:	Trans Date:		Invoice #:
\$24.41	06/08/20		8043023
PO:		Store: 2834, GRAND RAPIDS, MN	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
1/4"X 100'TWSTD NYLON/POLY ROPE	00001403410000300004	1.0000 EA	\$17.45	\$17.45
BOTTLE WATER	00002183400000900013	1.0000 EA	\$3.48	\$3.48
BOTTLE WATER	00002183400000900013	1.0000 EA	\$3.48	\$3.48
SUBTOTAL				\$24.41
TAX				\$0.00
TOTAL				\$24.41

BILL TO:
Acct:

SHIP TO:
HARRIS TOWNSHIP
20876 WENDIGO PARK RD
GRAND RAPIDS, MN 55744-4682

Amount Due:	Trans Date:		Invoice #:
\$94.29	06/09/20		7192000
PO:		Store: 2834, GRAND RAPIDS, MN	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
GERANIUM SEED 4IN WHITE/CRIMSON	10047015680000800009	1.0000 EA	\$1.68	\$1.68
306 WAVE PETUNIA NBG/FPG 37FL OZ/1L	00004152540000800009	1.0000 EA	\$8.98	\$8.98
VIGOROQT	10051606430000800009	1.0000 EA	\$3.98	\$3.98
SELECT RND PLTR PETUNIA TRAILING #11	10051606020000800009	1.0000 EA	\$16.98	\$16.98
GERANIUM SEED 4IN VIOLET	10047015690000800009	1.0000 EA	\$1.68	\$1.68
SELECT RND PLANTER SUN #11	10051606170000800009	1.0000 EA	\$16.98	\$16.98
CLASSIC HB PETUNIA #10	10051605840000800009	1.0000 EA	\$7.50	\$7.50
PROVEN WINNER 4.25 GRANDE TORENIA	10040667410000800009	1.0000 EA	\$4.98	\$4.98
306 WAVE PETUNIA NBG/FPG 37FL OZ/1L	00004152540000800009	1.0000 EA	\$8.98	\$8.98
306 WAVE PETUNIA NBG/FPG 37FL OZ/1L	00004152540000800009	1.0000 EA	\$8.98	\$8.98
CLASSIC HB PETUNIA #10	10051605840000800009	1.0000 EA	\$7.50	\$7.50
SUBTOTAL				\$88.22
TAX				\$6.07
TOTAL				\$94.29

BILL TO:
Acct:

SHIP TO:
HARRIS TOWNSHIP
20876 WENDIGO PARK RD
GRAND RAPIDS, MN 55744-4682

Amount Due:	Trans Date:		Invoice #:
\$55.47	06/17/20		9200092
PO:		Store: 2834, GRAND RAPIDS, MN	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
6PACK	10051605950000800009	1.0000 EA	\$5.98	\$5.98
6PACK	10051605950000800009	1.0000 EA	\$5.98	\$5.98
6PACK	10051605560000800009	1.0000 EA	\$5.98	\$5.98
VIGORO SELECT HB #11 (1.8G) SUN	00006895470000800009	1.0000 EA	\$16.98	\$16.98
VIGORO SELECT HB #11 (1.8G) SUN	00006895470000800009	1.0000 EA	\$16.98	\$16.98
SUBTOTAL				\$51.90
TAX				\$3.57
TOTAL				\$55.47

486904



L & M Supply, Inc.
P.O. Box 280
GRAND RAPIDS, MN 55744-0000
*** STATEMENT OF ACCOUNT ***
PERIOD ENDING 6/30/20

ACCOUNT NUMBER: _____

Payment Amount: _____

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

Please return this portion with your payment.

DATE	TRANSACTION	CREDITS	CHARGES	BALANCE
	BALANCE FORWARD			295.76
6-02-2020	PAYMENT-THANK YOU	142.69		153.07
6-03-2020	INVOICE #0001-9723197		33.09	186.16
6-04-2020	INVOICE #0001-9724469		6.39	192.55
6-09-2020	INVOICE #0001-9734275		71.21	263.76
6-12-2020	INVOICE #0001-9739937		36.12	299.88
6-23-2020	INVOICE #0001-9760773		32.04	331.92
6-23-2020	INVOICE #0001-9761803		25.68	357.60
6-29-2020	PAYMENT-THANK YOU	153.07		204.53

CURRENT	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	TOTAL AMOUNT DUE
204.53				204.53

PLEASE REMIT PAYMENT
BY 7/25/20
TO

THANK YOU FOR
SHOPPING AT
L&M SUPPLY

L&M-Grand Rapids 18506-9
P.O. Box 280
GRAND RAPIDS, MN 55744-0000

218/326-9451

PLEASE REFER ALL QUESTIONS CONCERNING
YOUR ACCOUNT TO OUR CORPORATE OFFICE:
* P.O. Box 280 *
* GRAND RAPIDS, MN 55744-0000 *
* 218/326-9451 *



Invoice

114723

SOLD TO: HARRIS TOWNSHIP		SOLD BY: JAMES L CARLSON	
ADDRESS: 20870 WENDIGO PARK RD		ADDRESS: 19201 SAGE 17	
CITY, STATE, ZIP: GRAND RAPIDS, MI 55744		CITY, STATE, ZIP: SWAN RIVER MI. 55744	
CUSTOMER ORDER NO.	TERMS	F.O.B.	DATE

	DESCRIPTION	PRICE	UNIT	AMOUNT
7/1	WOOD TILK CREEK / SUNNY BEACH ROAD BEAVER PLUGGED CULVERT PER MIKE SCHALK			
7/1	SET TRAPS	\$ 100.00		
7/3	2 BEAVER @ 35.00	\$ 70.00		
7/5	REMOVED TRAPS			
	GUARANTEE THROUGH 8/4/20			
			TOTAL	\$ 170.00
				THANK YOU!

RECEIVED
7/12/2020



McCoy Construction & Forestry
 34316 Highway 2
 Grand Rapids, MN 55744
 (218) 326-9427

Remit Payment to:
 Address on your
 PowerPlan™ Statement



Invoice To Account No.: 55631

HARRIS TOWNSHIP
 21841 RIVER ROAD
 GRAND RAPIDS MN 55744
 US
 Bus Ph: 218-326-3608 Prv Ph:

PARTS INVOICE

Invoice No: 1988922
 Date: 6/23/2020
 Page: 1 of 1
 Payment Type: Finance

Deliver To Account No.: 55631

HARRIS TOWNSHIP
 21841 RIVER RD
 GRAND RAPIDS MN 55744
 US
 Bus Ph: 218-326-3608 Prv Ph:

Supplied Quantity	Back Order Quantity	Part Number	Part Description	Bin Loc	List Price	Net Price	Extended Price	Tax Ind
1.00	0.00	TY26673	15W-40 PLUS-50 II 1 gal.	W16C	21.31	21.31	\$21.31	Y

Finance Information

Customer PO No:
 Tax Exempt No:
 Salesperson: SHAWN BUNKER

Type: PowerPlan Auth. No: 386896
 Merchant No: 88001078
 Card No: xxxxxxxxxxxx
 Bill Code: 410 - PARTS
 Credit Plan: 249 - PURCHASE

Parts: \$21.31
 Misc: \$0.00
 Sales Tax: \$1.47
 Deposit: \$0.00
 Total: \$22.78

Returnable Parts subject to a 20% Restocking Fee - Call us for 24 hour Parts and Service (218)326-9427

\$396

TERMS AND CONDITIONS

Repayment Terms:

This purchase is subject to the terms of the issuer's credit agreement. I grant the issuer a purchase money security interest, except as limited in that agreement, in the goods described. Please remit payments to PowerPlan at the address shown on your PowerPlan statement.

All merchandise subject to a return only within 30 days from receipt of goods and only after permission has been granted and approved. Returned material is subject to a handling charge and must be sent in prepaid except in those cases where parts are shipped in error. In such cases, that the handling charge was waived, the return may be affected on a freight cost basis.

Received by: Date:



For customer inquiries
 contact us at: 1-800-634-9661
 or visit us online:
 www.JohnDeereFinancial.com/PowerPlan

HARRIS TOWNSHIP
 20876 WENDIGO PARK RD
 GRAND RAPIDS MN 55744
 Phone : 218-259-1192

OIB PREFERRED

ACCOUNT NUMBER: 8850513860

SUMMARY OF TRANSACTIONS

STATEMENT PERIOD	06/09/20 - 07/08/20
ACCOUNT NUMBER	8850513860
PREVIOUS BALANCE	0.00
PURCHASES/DEBITS	+ 22.78
FINANCE CHARGE	N/A
PAYMENTS/CREDITS	- 0.00
NEW BALANCE	= 22.78
PAYMENT DUE	0.00
TOTAL PAYMENTS RECEIVED	0.00
CREDIT LIMIT	10,000.00
AVAILABLE CREDIT	9,977.00

SUMMARY OF PAYMENTS/CREDITS

BALANCE REDUCED	
DEALER CREDITS & ADJUSTMENTS APPLIED	0.00
PAYMENTS APPLIED	0.00
DEALER CREDITS & ADJUSTMENTS NOT APPLIED	0.00
PAYMENTS NOT APPLIED	0.00
	0.00

RECEIVED
 7/14/2020

TRANSACTIONS POSTED TO YOUR ACCOUNT

Seq. #	Tran. Date	Date Posted	Invoice #	Description	Transaction Amount	Unpaid Amount	Payment Status
MCCOY CONSTRUCTION GRAND RAPID 218-326-9427							
1.	06/23/20	06/24/20	1988922	GOVERNMENTAL TRANSACTION	22.78	22.78	DEFERRED
TOTAL DEBITS					22.78	22.78	

IMPORTANT MESSAGES ABOUT YOUR ACCOUNT

* INTEREST AND PAYMENT FREE INFORMATION *

\$22.78 OF YOUR ACCOUNT BALANCE IS INTEREST AND PAYMENT FREE.

CREDITS/ADJUSTMENTS RECEIVED AND APPLIED TO INVOICES

Date Received	Credit Invoice #	Description	Applied To Invoice #	Amount Applied
TOTAL CREDITS				0.00

UNAPPLIED CREDITS/ADJUSTMENTS

Date Received	Invoice/Check #	Description	Original Credit Amount	Amount Unapplied
TOTAL UNAPPLIED CREDITS			0.00	0.00

MESSAGES

PLEASE NOTE: IF A PREVIOUS PAYMENT SHOWS AN UNAPPLIED AMOUNT, PLEASE CONTACT CUSTOMER SERVICE.

LOST OR MISSING INVOICE COPIES CAN BE OBTAINED THROUGH YOUR DEALER.





Personnel Dynamics, LLC

PO Box 193
 604 NW 1st Ave
 Grand Rapids, MN 55744

INVOICE

Invoice Number: 49448
 Invoice Date: Jul 8, 2020
 Page: 1

Phone: 218-327-9554
 Fax: 218-327-9528
 Email: desk@pdstaffing.llc

Bill To:
HARRIS TOWNSHIP 20876 WENDIGO PARK RD GRAND RAPIDS, MN 55744

Customer ID	Customer PO
HARRIS	DUE UPON RECEIPT

Quantity	Item	Description	Unit Price	Amount
40.00	SIMON, KERRY	WEEK ENDING 7/4/2020	19.60	784.00

RECEIVED
 7/13/2020

Check/Credit Memo No:

Subtotal	784.00
Sales Tax	
Total Invoice Amount	784.00
Payment/Credit Applied	
TOTAL	784.00



Personnel Dynamics, LLC

PO Box 193
604 NW 1st Ave
Grand Rapids, MN 55744

INVOICE

Invoice Number: 49488
Invoice Date: Jul 15, 2020
Page: 1

Phone: 218-327-9554
Fax: 218-327-9528
Email: desk@pdstaffing.llc

Bill To:
HARRIS TOWNSHIP 20876 WENDIGO PARK RD GRAND RAPIDS, MN 55744

Customer ID	Customer PO
HARRIS	DUE UPON RECEIPT

Quantity	Item	Description	Unit Price	Amount
40.00	SIMON, KERRY	WEEK ENDING 7/11/2020	19.60	784.00

RECEIVED
7/18/2020

Check/Credit Memo No:

Subtotal	784.00
Sales Tax	
Total Invoice Amount	784.00
Payment/Credit Applied	
TOTAL	784.00



INVOICE

Customer ID:

19-24146-23001

Customer Name:

HARRIS TOWNSHIP

Service Period:

06/01/20-06/30/20

Invoice Date:

07/01/2020

Invoice Number:

6793950-0412-1

How To Contact Us

Visit **wm.com**

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



Customer Service:
(888) 960-0008

Your Payment Is Due

Jul 31, 2020

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

Your Total Due

\$251.72

If payment is received after 07/31/2020: **\$ 258.01**

See Reverse for Important Messages

Previous Balance	+	Payments	+	Adjustments	+	Current Charges	=	Total Due
170.35		(170.35)		0.00		251.72		251.72

Details for Service Location: Harris Township, 20876 Wendigo Park Rd, Grand Rapids MN 55744-4682 **Customer ID: 19-24146-23001**

Description	Date	Ticket	Quantity	Amount
2 Yard dumpster service Ticket Total	06/01/20	810066	1.00	69.55 69.55
2 Yard dumpster service Ticket Total	06/15/20	835310	1.00	69.55 69.55
2 Yard dumpster service Ticket Total	06/29/20	859633	1.00	69.55 69.55
Administrative charge				6.50
Mn state solid waste tax 17%				36.57
Total Current Charges				251.72



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

Waste Management
WASTE MANAGEMENT OF MINNESOTA, INC.
PO BOX 42390
PHOENIX, AZ 85080
(888) 960-0008
HOURS: MON-FRI 7AM-5PM CST

Invoice Date	Invoice Number	Customer ID <i>(Include with your payment)</i>
07/01/2020	6793950-0412-1	19-24146-23001
Payment Terms	Total Due	Amount
Total Due by 07/31/2020	\$251.72	
If Received after 07/31/2020	\$258.01	



0412000192414623001067939500000002517200000025172 9

0091855 01 AV 0.386 **AUTO T6 3 7183 55744-468276 -C01-P91946-11 3 I0500C07

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



Remit To: **WM CORPORATE SERVICES, INC.**
AS PAYMENT AGENT
PO BOX 4648
CAROL STREAM, IL 60197-4648

THINK GREEN®



300-0033317-0412-6



Visit centurylink.com

HARRIS TOWNSHIP

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

Table with 4 columns: Balance Forward (\$00), New Charges (\$132.22), Total Amount Due (\$132.22), Due Date for New Charges (Auto Pay)

Account Summary

Previous Balance Transferred Balance Payment 199.07
Balance Forward Thank you for your payment 199.07%
New Charges CenturyLink For questions, call: 1-800-603-6000 132.22
Total New Charges \$132.22
TOTAL PAID THROUGH AUTOMATIC PAYMENT \$132.22



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

Business needs change regularly. As a valued business customer, we want to work with you to provide a complete and cost effective solution for your business.
Call (888) 544-4495 today for a free account consultation with a dedicated business sales consultant.
For billing or technical questions, please call (877) 453-9407.

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

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

Bill Date: Jul 1, 2020
Account No: 218 Z01-0062 881
New Charges: \$132.22



82202550 C3 RP 02 20200702 YNNNNNNN 0000712 0003



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

TOTAL AMOUNT DUE: \$132.22

Payment made through CenturyLink Automatic Payment Plan.

CENTURYLINK
P O BOX 2956
PHOENIX, AZ 85062-2956



3352187101006220202020881200000000000000132225



For questions, call 1-800-603-6000

Summary Bill

HARRIS TOWNSHIP

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

SUMMARY OF ACCOUNTS

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

SUMMARY OF SERVICES

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

SUMMARY OF TRANSFERRED BALANCE

Table with columns: ACCOUNT, AMOUNT. Lists transferred balances for accounts 218 327-5494, 218 327-1864, 218 327-0080, 218 326-6190, 218 326-6190 with a total of 199.07.

TOTAL TRANSFERRED BALANCE

SUMMARY OF PAYMENTS

Table with columns: DATE, ACCOUNT, AMOUNT, DATE, ACCOUNT, AMOUNT. Headers for payment summary.



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HARRIS TOWNSHIP

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

Page 1 of 3

Balance Forward	New Charges	Total Amount Billed
\$.00	\$84.10	\$84.10

Account Summary

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

New Charges CenturyLink	For questions, call: 1-800-603-6000	Page 2	84.10
Total New Charges			\$84.10

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

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

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

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

continued on back



For questions, call 1-800-603-6000

HARRIS TOWNSHIP

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

Page 2

LOCAL SERVICE

ITEM RATE MONTHLY CHARGE

MONTHLY SERVICE-JUL 1 THRU JUL 31 (INCLUDES EAS CHARGES) 66.07

OPTIONAL SERVICES

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

Table with 3 columns: Item, Rate, Monthly Charge. Includes CHOICE BUSINESS PRIME, Extended Area Service, 3-Way Calling, Call Forwarding, Non-Listed Service, Last Call Return, and Non-Telecom Svc Surcharge.

EXTENDED AREA SERVICE

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

Table with 4 columns: Exchange, Rate, Exchange, Rate. Includes Coleraine, Hill City, Marble, Deer River, Jacobson, Warba.

TAXES, FEES & SURCHARGES

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

Table with 2 columns: Description, Amount. Includes FEDERAL UNIVERSAL SERV FUND, TELE-RELAY, FEDERAL TAX, STATE TAX, FEDERAL ACCESS CHARGE, ACCESS RECOVERY CHARGE.

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

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

TOTAL CENTURYLINK SERVICE(S) \$84.10

ADJUSTMENTS

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

Table with 3 columns: Date, Description, Amount. Includes ADJUSTMENTS APPLIED-CENTURYLINK LOCAL, TRANSFER FROM 218 Z01-0062.



HARRIS TOWNSHIP

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

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Page 1 of 3

Balance Forward	New Charges	Total Amount Billed
\$0.00	\$37.24	\$37.24

Account Summary

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

New Charges CenturyLink	For questions, call: 1-800-603-6000	Page 2	37.24
Total New Charges			\$37.24

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

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

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

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

continued on back



For questions, call 1-800-603-6000

HARRIS TOWNSHIP

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

Page 2

LOCAL SERVICE

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

LOCAL USAGE

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

TAXES, FEES & SURCHARGES

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

Table listing taxes and fees: FEDERAL UNIVERSAL SERV FUND (2.00), TELE-RELAY, 9-1-1, & TELEPHONE ASSISTANCE PLAN SURCHARGES (1.12), FEDERAL TAX (.98), STATE TAX (2.26), FEDERAL ACCESS CHARGE++ (5.07), ACCESS RECOVERY CHARGE+++ (2.50).

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

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

TOTAL CENTURYLINK SERVICE(S) \$37.24

ADJUSTMENTS

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

Table with 2 columns: Description, Amount. Row 1: JUN 04 ADJUSTMENTS APPLIED-CENTURYLINK LOCAL TRANSFER FROM 218 Z01-0062 36.68%

FOR YOUR INFORMATION

Charges for your monthly service are billed one month in advance. CenturyLink should receive your payment for the total amount due on or before the due date on your bill. If you are unable to pay by the due date, please contact Customer Service to avoid possible collection action. In some states you may be assessed a charge for unpaid balances. Your basic telephone service will not be disconnected for non-payment of charges for: (1) Optional Services (or other itemized services), (2) services of other CenturyLink companies, or (3) services of other companies included in your bill. CenturyLink packages of features and the amounts in the Summary may include both basic and charges that are not basic.

You may have been billed Termination Liability Assessment charges for terminating a CenturyLink contract service arrangement prior to expiration. If you convert your CenturyLink local telephone service to comparable services provided by a reseller local service provider, these contract termination



HARRIS TOWNSHIP

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

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Page 1 of 2

Balance Forward	New Charges	Total Amount Billed
\$.00	\$26.36 ^h	\$26.36 ^h

Account Summary

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

New Charges
CenturyLink
Total New Charges

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

Page
2

26.36^h
\$26.36^h

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

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

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

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

continued on back



For questions, call 1-800-603-6000

HARRIS TOWNSHIP

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

Page 2

IMPORTANT MESSAGE

THIS IS YOUR CLOSING STATEMENT FOR CHARGES AND CREDITS APPLIED TO YOUR ACCOUNT THROUGH JULY 3. YOU MAY RECEIVE A REVISED CLOSING STATEMENT FOR ANY CHARGES OR CREDITS FOR SERVICES APPLIED AFTER THIS DATE.

THANK YOU FOR THE OPPORTUNITY TO SERVE YOU. WE LOOK FORWARD TO MEETING YOUR FUTURE SERVICE NEEDS.

CENTURYLINK SERVICES

SERVICE ADDITIONS AND CHANGES

PER MONTH

JUN 11	SO D16491836		
	CREDIT FOR SERVICE DISCONNECTED		
	FROM JUN 12 20 THRU JUN 30 20	35.88	22.72 ^{rk}

TAXES, FEES & SURCHARGES

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

FEDERAL UNIVERSAL SERV FUND	1.27 ^{rk}
FEDERAL TAX	.72 ^{rk}
STATE TAX	1.65 ^{rk}

TOTAL CENTURYLINK SERVICE(S)	\$26.36^{rk}
-------------------------------------	-----------------------------

ADJUSTMENTS

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

JUN 04	ADJUSTMENTS APPLIED-CENTURYLINK LOCAL		
	TRANSFER FROM 218 Z01-0062		42.17 ^{rk}

FOR YOUR INFORMATION

Third-Party Billing Block

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



Visit centurylink.com

HARRIS TOWNSHIP

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

Page 1 of 3

Balance Forward	New Charges	Total Amount Billed
\$0.00	\$37.24	\$37.24

Account Summary

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

New Charges CenturyLink	For questions, call: 1-800-603-6000	Page 2	37.24
Total New Charges			\$37.24

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

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

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

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

continued on back 



HARRIS TOWNSHIP

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

For questions, call 1-800-603-6000

Page 2

Table with columns: LOCAL SERVICE, ITEM RATE, MONTHLY CHARGE. Includes Monthly Service-Jul 1 thru Jul 31 Essential Services and MEAS BUSINESS NO ALLOWANCE.

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

TAXES, FEES & SURCHARGES

Table listing various taxes and fees: FEDERAL UNIVERSAL SERV FUND, TELE-RELAY, FEDERAL TAX, STATE TAX, FEDERAL ACCESS CHARGE, ACCESS RECOVERY CHARGE.

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

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

TOTAL CENTURYLINK SERVICE(S) \$37.24

ADJUSTMENTS

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

Table with one row: JUN 04 ADJUSTMENTS APPLIED-CENTURYLINK LOCAL TRANSFER FROM 218 Z01-0062 36.68%

FOR YOUR INFORMATION

Charges for your monthly service are billed one month in advance. CenturyLink should receive your payment for the total amount due on or before the due date on your bill. If you are unable to pay by the due date, please contact Customer Service to avoid possible collection action. In some states you may be assessed a charge for unpaid balances. Your basic telephone service will not be disconnected for non-payment of charges for: (1) Optional Services (or other itemized services), (2) services of other CenturyLink companies, or (3) services of other companies included in your bill.

You may have been billed Termination Liability Assessment charges for terminating a CenturyLink contract service arrangement prior to expiration. If you convert your CenturyLink local telephone service to comparable services provided by a reseller local service provider, these contract termination



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

1026363

W

ACCOUNT NUMBER	504896-104896	ZONE	1-043	STATEMENT DATE	07/09/2020
CUSTOMER NAME	Harris Township Hall	ROUTE	043	BILLING PERIOD	06/05/2020-07/07/2020
SERVICE ADDRESS	Airport Rd, 21998 Grand Rapids			DUE DATE	07/24/2020

Averages For Billing Period	This Year	Last Year
Electric/kWh per day	11.1	29.4
Cost Per Day	\$1.88	\$3.88
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	112.74
Check Payment 06/24/2020	(112.74)CR
<hr/>	
Balance Forward	\$0.00
Current Charges	
Electric	105.45
<hr/>	
Total Current Charges:	\$105.45
Current Account Balance:	\$105.45
Amount Due	\$105.45

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

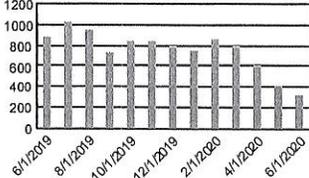
Statement Date: 07/09/2020

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

Account Number	504896-104896
Statement Number	1026363
Due Date	07/24/2020
Amount Due	\$105.45
Amount Paid	

Return this portion with Payment

Service	Meter Number	Rate Code	Read Code	Usage Period From	To	# Days	Meter Readings Previous	Current	Multiplier	Usage	Charge Details	Total Charges
Electric									3.00000			
											\$ 37.20	
											\$ 2.56	39.76
Electric									1.00000			
											\$ 8.65	
											\$ 0.59	9.24
Electric	144997	ERC-40	A	05/31/2020	06/30/2020	30	36651	36984	1.00000	333		
											\$ 18.75	
											\$ 34.50	
											\$-0.43CR	
											\$ 3.63	56.45



Monthly Service Charge		\$ 18.75
Energy Usage	333 kWh @ \$0.10360	\$ 34.50
Purchased Power Adj	333 kWh @ \$-0.00129CR	\$-0.43CR
Minnesota Sales Tax	\$52.82 @ 6.87500%	\$ 3.63
		56.45

DESCRIPTIONS	UNIT OF MEASURE EXPLANATIONS
Service Charge - Charge for customer billing & administration services	
Energy Usage - Measure of electricity used (in kWh)	Energy Usage -kWH = 1,000 watt hours (amount used by a 100 watt bulb in 10 hours time)
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	Commodity Charge - Water reading indicates thousands of gallons.
WW Collection/trtmt charge - Wastewater gallons collected and treated	WW Collection/trtmt - Wastewater collection/trtmt charge is based on water consumption.



26039 Bear Ridge Drive
Cohasset, MN 55721

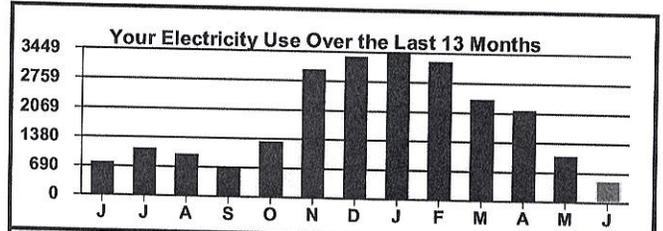
Office hours: 8:00 a.m. to 4:30 p.m. Monday-Friday
In case of an outage, phones answered 24 hours a day.
Office 1-800-421-9959
Pay by Phone 1-888-222-6892 or
visit us at www.lakecountrypower.coop

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

4 679



YOUR DIRECTOR IS DANIEL W KINGSLEY, DISTRICT 6.



Shop 50% off standard LED bulbs at energywisemnstore.com. Offer ends July 31, 2020.

ACTIVITY SINCE LAST BILL	AMOUNT
PREVIOUS BILL	126.00
PAYMENT 06/24/2020	-126.00
BALANCE FORWARD DUE IMMEDIATELY	0.00

CURRENT BILL INFORMATION							DESCRIPTION		
RATE CODE	METER	DATES	METER READING PRES	METER READING PREV	MULTI-PLIER CODE	USAGE			
10	20025490	06/26 05/26	24235	23751	1	417	ENERGY CHARGE		
68 S	20025489	06/26 05/26	947	880	1	67	PEAK SHAVE WATER HEATING @	.133600	55.71
65	20025487	06/26 05/26	17420	17420	1		DUAL FUEL INTERR. HEAT	.076500	5.13
							SERVICE AVAILABILITY CHG:		0.00
							OPERATION ROUND-UP		42.00
									0.16
TOTAL CHARGES THIS STATEMENT									103.00

DO NOT PAY-AUTOMATIC WITHDRAWAL ON 07/24/20

METER READ AUTOMATICALLY

Account Number	Service Address	Phone Number	Bill Date	Due Date	Net Amount Due
102000853	SERVICE CENTER	(218) 327-8759	07/06/2020	07/24/2020	103.00

Please detach and return this portion with your payment.

Account No.: 102000853 Cycle: 7
Due Date: 07/24/2020 Net Due: 103.00
A 1.5% penalty may be applied if payment is not received by the Due Date.

Your Phone Number: (218) 327-8759

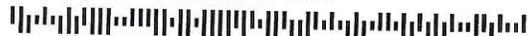
Check box if your address or phone number has changed. Please enter changes on the back

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

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



0102000853070730000103000000103003





26039 Bear Ridge Drive
Cohasset, MN 55721

A Thustone Energy Cooperative

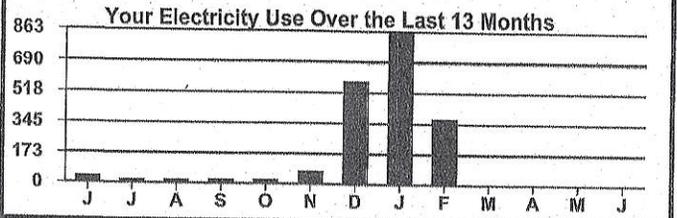
Office hours: 8:00 a.m. to 4:30 p.m. Monday-Friday
In case of an outage, phones answered 24 hours a day.

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visit us at www.lakecountrypower.coop

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20876 WENDIGO PARK RD
GRAND RAPIDS MN 55744-4842



YOUR DIRECTOR IS DANIEL W KINGSLEY, DISTRICT 6.



Shop 50% off standard LED bulbs at
energywisemnstore.com. Offer ends July 31,
2020.

ACTIVITY SINCE LAST BILL	AMOUNT
PREVIOUS BILL	42.11
PAYMENT 06/30/2020	-42.11
BALANCE FORWARD DUE IMMEDIATELY	0.00

CURRENT BILL INFORMATION										
RATE CODE	METER	DATES	METER READING PRES	METER READING PREV	MULTI-PLIER CODE	USAGE	DESCRIPTION			
40	20028472	07/01 06/01	2019	2017	1	2	ENERGY CHARGE @ .133600			0.27
							SERVICE AVAILABILITY CHG:			42.00
							TOTAL CHARGES THIS STATEMENT			42.27

DO NOT PAY-AUTOMATIC WITHDRAWAL ON 07/30/20

METER READ AUTOMATICALLY

Account Number	Service Address	Phone Number	Bill Date	Due Date	Net Amount Due
500571150	CRYSTAL	(218) 327-8759	07/10/2020	07/30/2020	42.27

Please detach and return this portion with your payment.

Account No.: 500571150 Cycle: 1
Due Date: 07/30/2020 Net Due: 42.27
A 1.5% penalty may be applied if payment is not received by the Due Date.

Your Phone Number: (218) 327-8759

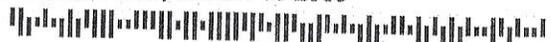
Check box if your address or phone number has changed. Please enter changes on the back

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

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



0500571150070110000042270000042277





26039 Bear Ridge Drive
Cohasset, MN 55721

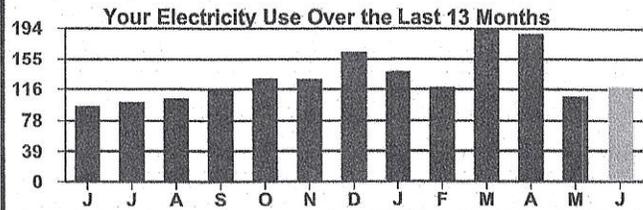
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GRAND RAPIDS MN 55744-4842



YOUR DIRECTOR IS DANIEL W KINGSLEY, DISTRICT 6.



**Shop 50% off standard LED bulbs at
energywisemnstore.com. Offer ends July 31,
2020.**

ACTIVITY SINCE LAST BILL	AMOUNT
PREVIOUS BILL	54.27
PAYMENT 06/30/2020	-54.27
BALANCE FORWARD DUE IMMEDIATELY	0.00

CURRENT BILL INFORMATION									
RATE CODE	METER	DATES	METER READING PRES	METER READING PREV	MULTI-PLIER	CODE	USAGE	DESCRIPTION	
40	20029365	07/01 06/01	1542	1423	1		119	ENERGY CHARGE @ .133600	15.90
								SERVICE AVAILABILITY CHG:	42.00
TOTAL CHARGES THIS STATEMENT									57.90

DO NOT PAY-AUTOMATIC WITHDRAWAL ON 07/30/20

METER READ AUTOMATICALLY

Account Number	Service Address	Phone Number	Bill Date	Due Date	Net Amount Due
500602100	CEMETARY	(218) 327-8759	07/10/2020	07/30/2020	57.90

Please detach and return this portion with your payment.

Account No.: 500602100 Cycle: 1
Due Date: 07/30/2020 Net Due: 57.90
A 1.5% penalty may be applied if payment is not received by the Due Date.

Your Phone Number: (218) 327-8759

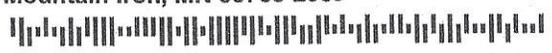
Check box if your address or phone number has changed. Please enter changes on the back

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

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



0500602100070110000057900000057901



MEDIACOM™ BUSINESS

Account Information

This statement reflects current charges as of the date the statement was printed.

Did you know?

Please reference your service agreement for terms to terminate service and arrange for the return of all equipment. Failure to return our equipment will result in the following charges: Non-addressable converter up to \$125.00; addressable converter up to \$300.00; modem up to \$139.99; digital converter up to \$500.00; remote control up to \$85.00

Mediacom Business customers enjoy 24 hour customer support at the Business Technology Support Center. Our Business Technology Support Center is solely dedicated to serving businesses like yours.

Statement of Service

Page 1 of 2

HARRIS TOWNSHIP

July 08, 2020

Account Number

8384922380091722

Account PIN

7197

Telephone Number

(218) 259-1551

For Service at

20876 WENDIGO PARK RD

GRAND RAPIDS MN 55744-4682

How to reach us...

Visit Us Online: www.mediacombusiness.com

Call Customer Service: 1-800-379-7412



Your Summary

Bill from 07/18/20 through 08/17/20

See the back for details

Previous Balance	\$319.38
Payments	-319.38
Individual Services	155.94
Amount Due	\$155.94
Amount Due By	Autopay

AUTO-BANK PAYMENT WILL BE MADE ON
07/28/20

Closed captioning: If you are experiencing issues with Closed Captioning, please contact Mediacom Customer Service at (855) 633-4226, fax (845) 698-4079 or visit our website at <http://mediacomtoday.com>. For written closed captioning complaints, contact: Penny Kurdyla, Mediacom Closed Captioning Office, 1 Mediacom Way, Mediacom Park, NY 10918, Phone (877) 647-6221, fax (845) 698-4079 or email closedcaption@mediacomcc.com.

MEDIACOM™ BUSINESS

PO BOX 110 WASECA MN 56093-0000
8633 2940 NO RP 08 07092020 NNNNNYNN 01 999512

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

July 08, 2020

Account Number:

8384922380091722

HARRIS TOWNSHIP

20876 WENDIGO PARK RD

GRAND RAPIDS MN 55744-4682

Amount Due By Autopay **\$155.94**

Amount you are enclosing: \$

MEDIACOM
PO BOX 5744
CAROL STREAM IL 60197-5744

838492238009172200155945

MEDIACOM™ BUSINESS

8633 2940 NC RP 08 07092020 NNNNNYNN 01 999512

HARRIS TOWNSHIP
Account Number
Telephone Number

Page 2 of 2
July 08, 2020
8384922380091722
(218) 259-1551

Your Account Details

07/08	Previous Balance	\$319.38
06/28	EFT Payment	-319.38
		\$0.00

Your Individual Services

07/18 - 08/17	Business Internet 60/5 Mbps	149.95
07/18 - 08/17	WIFI Basic Service	5.99
07/18 - 08/17	Modem	0.00
		\$155.94

Total Due By Autopay \$155.94



YOUR FRANCHISE AUTHORITY IS CITY OF GRAND RAPIDS 420 NORTH POKEGAMA AVE, GRAND RAPIDS, MN 55744 FCC COMMUNITY ID: MN0018



Transitioning your business and
interested to know how you can
boost your internet service?

Call 866-566-2225

**MEDIACOM™
BUSINESS**



MEDIACOM™ BUSINESS

Account Information

This statement reflects current charges as of the date the statement was printed.

Did you know?

Please reference your service agreement for terms to terminate service and arrange for the return of all equipment. Failure to return our equipment will result in the following charges: Non-addressable converter up to \$125.00; addressable converter up to \$300.00; modem up to \$139.99; digital converter up to \$500.00; remote control up to \$85.00

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Statement of Service

Page 1 of 2

HARRIS TOWN HALL

July 14, 2020

Account Number

8384922380090856

Account PIN

9836

Telephone Number

(218) 398-0617

For Service at

21998 AIRPORT RD

GRAND RAPIDS MN 55744-4852

How to reach us...

Visit Us Online: www.mediacombusiness.com

Call Customer Service: 1-800-379-7412



Your Summary

Bill from 07/24/20 through 08/23/20

See the back for details

Previous Balance	\$142.45
Payments	-142.45
Bundled Services	129.95
Individual Services	5.99
Taxes and Fees	7.30
Amount Due	\$143.24
Amount Due By	Autopay

AUTO-BANK PAYMENT WILL BE MADE ON
08/04/20

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PO BOX 110 WASECA MN 56093-0000

8633 2940 NO RP 14 07152020 NNNNNYNN 01 000542 0002

HARRIS TOWN HALL
20876 WENDIGO PARK RD
GRAND RAPIDS MN 55744-4682

July 14, 2020

Account Number:

8384922380090856

HARRIS TOWN HALL

20876 WENDIGO PARK RD

GRAND RAPIDS MN 55744-4682

Amount Due By Autopay

\$143.24

Amount you are enclosing:

\$



MEDIACOM
PO BOX 5744
CAROL STREAM IL 60197-5744



838492238009085600143248

MEDIACOM™ BUSINESS

8633 2940 NO-RP 14 07152020 NNNNNYNN 01 000542 0002

HARRIS TOWN HALL

Account Number

Telephone Number

Page 2 of 2

July 14, 2020

8384922380090856

(218) 398-0617

Your Account Details

07/14	Previous Balance	\$142.45
07/04	EFT Payment	-142.45
		\$0.00

Total Due By Autopay \$143.24

Your Bundled Services

07/24 - 08/23	Limited Basic	0.00
07/24 - 08/23	Business Internet 60/5 Mbps	90.00
07/24 - 08/23	Primary Phone Line	39.95
07/24 - 08/23	EMTA Modem	0.00
		\$129.95



Your Individual Services

07/24 - 08/23	Local Broadcast Surcharge	11.78
07/24 - 08/23	Service Discount	-11.78
07/24 - 08/23	Primary HD Equipment	0.00
07/24 - 08/23	WIFI Basic Service	5.99
		\$5.99

Taxes and Fees

Phone

07/14	Regulatory Recovery Fee	0.39
07/14	Telephone Assistance Plan Surcharge	0.10
07/14	Minnesota E911	0.95
07/14	Federal Universal Service Fund	2.85
07/14	MN Telecommunications Access Fund	0.07
07/14	State Sales Tax	2.94
		\$7.30

YOUR FRANCHISE AUTHORITY IS CITY OF GRAND RAPIDS 420 NORTH POKEGAMA AVE, GRAND RAPIDS, MN 55744 FCC COMMUNITY ID: MN0018



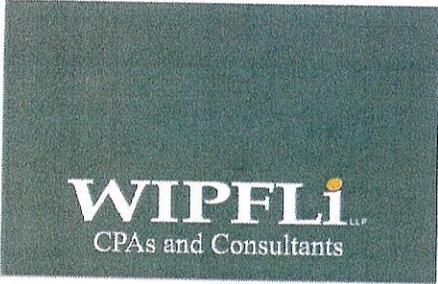
Transitioning your business and interested to know how you can boost your internet service?

Call 866-566-2225

**MEDIACOM™
BUSINESS**



13 B



Wipfli LLP
1502 London Road
Suite 200
Duluth, MN 55812
218.722.4705
fax 218.722.8589
www.wipfli.com

June 30, 2020

Town Board
Town of Harris
20876 Wendigo Park Road
Grand Rapids, MN 55744

We have audited the financial statements of the governmental activities and the General Fund of the Town of Harris (the "Town") for the year ended December 31, 2019, and have issued our report thereon dated June 30, 2020. Professional standards require that we provide you with the following information related to our audit:

Our Responsibility under Auditing Standards Generally Accepted in the United States

As stated in our engagement letter dated October 14, 2019, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we considered the internal control of the Town. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

Required Supplementary Information Accompanying Audited Financial Statements

We applied certain limited procedures to the management's discussion and analysis and the information related to the net pension liability, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Supplementary Information Accompanying Audited Financial Statements

We were engaged to report on the supplementary information on pages 29 and 30, which accompany the financial statement but is not required supplementary information. With respect to the supplementary, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to your representative, Becky Adams, in our meeting about planning matters, in addition to our engagement letter dated October 14, 2019, accepted by Peggy Clayton.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies were not changed during 2019.

We noted no transactions entered into by the Town during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were the assumptions related to the net pension liability.

The disclosures in the financial statements are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. As part of our professional services, we proposed journal entries necessary to convert the cash records to the accrual basis of accounting.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated June 30, 2020, a copy of which accompanies this letter.

Management Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves the application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all of the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town's auditors for the preceding year. However, these discussions occurred in the normal course of our professional relationship and our responses were not, in our judgment, a condition of our retention.

Internal Control Matters

In planning and performing our audit of the financial statements of the Town as of and for the year ended December 31, 2019, in accordance with auditing standards generally accepted in the United States, we considered the Town's internal control over financial reporting (internal control) as a basis for designing our auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described below, we identified a certain deficiency in internal control that we consider to be a material weakness and another we considered to be a significant deficiency.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the Town's financial statements will not be prevented or detected and corrected on a timely basis. We consider the following deficiency in internal control to be a material weakness.

Financial Presentation and Disclosure

Condition - The Town's internal control over financial reporting does not end at the general ledger, but extends to the financial statements and the related notes. As a part of our professional services for the year ended December 31, 2019, Wipfli assisted in drafting the financial statements and related notes. The Town does not have sufficient expertise to completely prepare its own financial statements and related notes and relies on Wipfli to provide necessary understanding of current accounting and disclosure principles in the preparation of the financial statements and related notes. In addition, the Town has not recorded capital assets, which include property, plant and equipment in the governmental activities prior to 2009 and accordingly, has not recorded depreciation expense on those assets.

Effect - The completeness of the related note disclosures and the accuracy of the overall financial presentation is negatively impacted as outside auditors do not have the same comprehensive understanding of the Town as its staff. The potential exists that a misstatement of the financial statements and related notes could occur and not be prevented or detected by the Town.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

We consider the following deficiency in internal control to be a significant deficiency:

Lack of Segregation of Duties

Condition - There is a lack of segregation of accounting functions.

Effect - The lack of segregation of duties increases the risk that errors or irregularities could occur within the Town without being detected.

Other Comments

During the audit, we noted the Town has not adopted a capitalization policy for capital assets. We recommend the Town approve a capitalization policy for capital assets which identifies the threshold at which capital assets will be capitalized and the life over which they will be depreciated.

We also reported the following findings during our testing of compliance for the State of Minnesota:

- Minnesota Statute 118A.03 requires depositories of municipal funds to pledge securities as collateral for deposits that exceed federal depository insurance coverage (FDIC). The market value of the collateral pledged must exceed 110% of the uninsured deposits. We tested the last day of each month during the fiscal year. There was one day that insurance and pledged collateral was not sufficient to cover deposits at one depository.
- Minnesota Statute 471.38, amended in May 2017, requires all local governments to annually delegate authority to make electric funds transfers to an authorized individual. The Town did not annually delegate this authority in 2019.

We appreciate the opportunity to be of service to the Town of Harris.

This communication is intended solely for the information and use of management, the Town Board, others within the Town, and the Office of the State Auditor of Minnesota and includes a description of the scope of our testing of internal control over financial reporting and the results of that testing. Accordingly, this communication is not suitable for any other purpose.

Sincerely,



Wipfli LLP

Enc.

Duluth, Minnesota

June 30, 2020

**TOWN OF HARRIS
ITASCA COUNTY, MINNESOTA**

June 30, 2020

Wipfli LLP
1502 London Road
Suite 200
Duluth, MN 55812

This representation letter is provided in connection with your audit of the financial statements of Town of Harris which comprise the respective financial position of the governmental activities and the General Fund as of December 31, 2018, and the respective changes in financial position for the year then ended, and the related notes to financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States (GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of the date of this letter, the following representations made to you during your audit:

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated October 14, 2019, including our responsibility for the preparation and fair presentation of the financial statements in accordance with GAAP and for the preparation of the supplementary information in accordance with the acceptable criteria.
2. The financial statements referred to above are fairly presented in conformity with GAAP and include all properly classified funds and other financial information of the primary government and all component units required by GAAP to be included in the financial reporting entity, except the Town has not reported capital assets prior to 2009.
3. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
4. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
5. Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
6. Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with the requirements of GAAP.

7. Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.
8. We understand that you prepared the trial balance for use during the audit and that your preparation of the trial balance was limited to formatting information into a working trial balance based on management's chart of accounts.
9. We understand that as part of your audit, you prepared the adjusting journal entries necessary to convert our cash basis records to the accrual basis of accounting. We also acknowledge that a prior year adjustment was made to record capital assets and depreciation. We acknowledge that we have reviewed and approved those entries and accepted responsibility for them.
10. The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with GAAP.
11. Material concentrations, if any, have been properly disclosed in accordance with GAAP.
12. Guarantees, whether written or oral, under which the Town of Harris is contingently liable, if any, have been properly recorded or disclosed in accordance with GAAP.

Information Provided

13. We have provided you with:
 - a. Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - b. Additional information that you have requested from us for the purpose of the audit.
 - c. Unrestricted access to persons within the Town of Harris from whom you determined it necessary to obtain audit evidence.
 - d. Minutes of the meetings of the Town Board or summaries of actions of recent meetings for which minutes have not yet been prepared.
14. All material transactions have been recorded in the accounting records and are reflected in the financial statements, except that the Town has not recorded capital assets prior to 2009.
15. We have disclosed to you the results of our assessment of risk that the financial statements may be materially misstated as a result of fraud.
16. We have no knowledge of any fraud or suspected fraud affecting the entity involving:
 - a. Management.
 - b. Employees who have significant roles in internal control.
 - c. Others where the fraud could have a material effect on the financial statements.
17. We have no knowledge of any allegations of fraud or suspected fraud affecting the Town of Harris's financial statements communicated by employees, former employees, regulators, or others.
18. We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
19. We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements in accordance with GAAP.
20. We have disclosed to you the identity of the Town of Harris's related parties and all the related party relationships and transactions of which we are aware.

21. We have made available to you all financial records and related data.
22. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
23. We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
24. We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
25. We have no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or fund equity.
26. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and legal and contractual provisions for reporting specific activities in separate funds.
27. We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
28. We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determinations of financial statement amounts or other financial data significant to the audit objectives.
29. We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
30. There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting noncompliance, except as disclosed in Note 5 to the financial statements.
31. As part of your audit, you assisted with preparation of the financial statements and related notes. We have designated an individual with suitable skill, knowledge, or experience to oversee your services and have made all management decisions and performed all management functions. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.
32. The Town of Harris has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any material asset been pledged as collateral.
33. The Town of Harris has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
34. The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
35. The financial statements properly classify all funds and activities in accordance with GASB Statements No. 34 and 37.
36. All funds that meet the quantitative criteria in GASB Statement Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial users.

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- 37. Components of net position (net investment in capital assets; restricted; and unrestricted) and components of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 38. Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 39. Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 40. Deposits are properly classified as to risk, and are properly valued and disclosed.
- 41. Capital assets, including infrastructure assets, are properly capitalized, reported, and, if applicable, depreciated.
- 42. We have appropriately disclosed the Town of Harris's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available and have determined that net assets were properly recognized under the policy.
- 43. The Town of Harris has identified all accounting estimates that could be material to the financial statements, including the key factors and significant assumptions underlying those estimates, and we believe the estimates are reasonable in the circumstances.
- 44. There are no estimates that may be subject to a material change in the near term that have not been properly disclosed in the financial statements. We understand that near term means the period within one year of the date of the financial statements. In addition, we have no knowledge of concentrations existing at the date of the financial statements that make the Town of Harris vulnerable to the risk of severe impact that have not been properly disclosed in the financial statements.
- 45. We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 46. We acknowledge our responsibility for presenting the General Fund combining balance sheet and statement of revenues, expenditures and change in fund balance in accordance with GAAP, and we believe the General Fund combining balance sheet and statement of revenues, expenditures and change in fund balance, including its form and content, is fairly presented in accordance with GAAP. The methods of measurement and presentation of the General Fund combining balance sheet and statement of revenues, expenditures and change in fund balance have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information. If the General Fund combining balance sheet and statement of revenues, expenditures and change in fund balance is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

Sincerely,

Town of Harris

[Handwritten Signature]
 Signature and Title

*previous
 treasurer
 Jan. - May 2019*

Nancy Wypacek Current Treasurer (as of 2020)