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

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

harristownshipclerk@gmail.com

Harris Township
SINCE 1909
NEIGHBORS, SHORES & MORE

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

www.harristownshipmn.org

(VIRTUAL) REGULAR BOARD MEETING
May 13, 2020 at 7:30pm
AGENDA

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

2. **Approve the Minutes**
   A. Minutes of March 11, 2020 Board Meeting
   B. Minutes of April 28, 2020 Maintenance/Drug Testing/Cemetery/Open Meeting Law Work Session
   C. Minutes of April 30, 2020 Board of Appeal/Equalization Meeting
   D. Minutes of April 30, 2020 Security Closed Work Session
   E. Minutes of May 4, 2020 Maintenance/Drug Testing/Cemetery/Open Meeting Law Work Sessions

3. **Additions and Corrections**

4. **Business from the Floor**

5. **Consent Agenda**

6. **Roads**
   A. 2020 Road Project/J
   B. Alicia Place Road Debris/K
   C. Beaver Control on Underwood Rd (West)/K
   D. Dust Be Gone Contract/K
   E. Schedule Work Session re: Road Inspections/K
   F. Corner Marker on Carol St/Underwood Rd (East)/M

7. **Recreation**
   A. Boat Landings/M

8. **Correspondence**
   A. Cable Commission Minutes from February 3, 2020/P
   B. Thank you Card re: Itasca Fair Board Association/P

9. **Old Business**
   A. Second Amendment/M
   B. McKinney Burial/K
   C. Hall Projects Update/K

10. **New Business**
    A. Memorial Day/P
    B. Amended Resolution #2020-12A (adding Sexton)/P
    C. Personnel Dynamics Contract/P
    D. (Informational) Contact List for Supervisors/P
    E. Hall Rentals/Pavilion Rentals/P
    F. Schedule Closed Session re: Employee Appraisal/K

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

12. **Public Input**

13. **UPCOMING Events/Meetings**

May 20, 2020	Board of Appeal and Equalization	9:00 am Town Hall
May 25, 2020	Memorial Day Event	10:00 am Cemetery
May 27, 2020	P and D Meeting	7:30 pm Town Hall

14. **Adjourn**

Prepared by: _____
Peggy Clayton, Supervisor

Signed by: _____ 5/8/2020
Ken Haubrich Chair

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2A

REGULAR MEETING
MARCH 11, 2020
MINUTES

The Regular Meeting was called to order by Chair Haubrich at 7:30 pm.

Pledge to the Flag was conducted, and mission statement was read.

Approve the Minutes
Minutes of February 12, 2020 Board Meeting:
A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to approve the minutes of the February 12, 2020 meeting. Motion passed.

Additions and Corrections
Chair Haubrich requested "Road Ban" be added to the agenda, under Roads, as agenda item 6B.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to add Road Ban under Roads, as 6B. Motion passed.

Business from the Floor
Boys & Girls Club of Grand Rapids and Greenway:
Chair Haubrich read the Proclamation proclaiming March 30 – April 3, 2020 as National Boys and Girls Club Week.

A motion was made by Supervisor Clayton and seconded by Supervisor Kortekaas to accept the Proclamation proclaiming March 30 – April 3, 2020 as National Boys and Girls Club Week in the township. Motion passed.

Consent Agenda
There were no items on the Consent Agenda.

Roads
Simple Surfacing LLC Asphalt Services
Chair Haubrich received information on this business which performs asphalt services in Minnesota. They offer a variety of services, including crack sealing, seal coating, concrete repair/sealing, and snow removal. Chair Haubrich suggested the board look at this in the spring.

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to table this item to the May 6th Regular Meeting. Motion passed.

Road Ban:
Supervisor Kelley stated that the road ban will begin on March 13th and will be in effect for 8 weeks. Signs will be placed in the designated areas.

Recreation
There were no items under Recreation.

Correspondence
There were no items under Correspondence.

Old Business
Advantage Systems Group (Security and Fire Alarm)
Chair Haubrich reviewed the proposal from Advantage Systems Group with the Board. The proposal replaces and removes the existing security system at the cemetery, and includes monitoring, along with alarm system at the town hall.

After further discussion, it was decided to table this item to the March 25th P and D Meeting.

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to table to item to the March 25th P and D Meeting. Motion passed.

Town Hall Flooring
Town hall flooring was discussed. The board decided that the hall will need to be painted before any flooring can be installed. Supervisor Kelley will pick up paint color samples before the next meeting.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to table the paint color of the hall to the P and D Meeting, with final overall flooring plan to the April 11th Regular Meeting. . Motion passed.

New Business
Town Hall Warranty Deed
Supervisor Clayton researched who owned the town hall (Harris Township or Flyway Community Club), with the Recorder Department. A warranty deed showed that ownership was transferred from the Flyway Community Club to Harris Township on December 19, 1986.

Flyway Club
Supervisor Clayton discussed the current rental fee of $25.00 which the Flyway Club pays (for renting the town hall). She suggested that in the spirit of good stewardship of township monies, and the transfer of the hall from the Flyway Club to the township, it was her recommendation that the township waive the rental fee of $25.00 for the Flyway Club.

A motion was made by Supervisor Clayton and seconded by Supervisor Kortekaas to waive the $25.00 rental fee for the Flyway Club for the duration of their hall usage. Motion carried.

Supervisor Clayton will contact the Flyway Club, and will also send a letter advising the club of the board decision to waive the $25.00 rental fee.

Board of Appeal & Equalization
The Board of Appeal and Equalization has been set by the Itasca County Assessor Department for April 30, 2020 at 9:00 am at the Harris Town Hall. The township is required to have at least one supervisor trained. Supervisors Clayton, Haubrich and Kelley have gone through the required training.

A motion was made by Supervisor Schack and seconded by Supervisor Kortekaas to authorize the posting and publishing of the Board of Appeal and Equalization in the Grand Rapids Herald Review. Motion passed.

Cemetery
A representative of the McKinney family was present to discuss the board's increase in winter burial rates,that affected the cost of the recent family member burial.

Chair Haubrich stated that there are many costs associated with winter burials that do not exist with summer burials. The board is currently going through assessing/pulling together the final costs associated with this recent winter burial, and winter burials, in general, and will get back to the family once that has been completed.

Tankless Water Heater Install:
Chair Haubrich stated that the water heater which was set to be installed on March 12th has been moved to March 18th and March 19th, therefore, he will not be able to provide an update until the P and D Meeting on March 25th.

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to table the discussion of the installed water heater to the March 25th P and D Meeting. Motion passed.

Treasurer's Report
Approve Treasurers Report
A motion was made by Supervisor Kelley and seconded by Supervisor Clayton to approve the Treasurers Report, in the amount of $36,927.82 for the period February 1 – February 29, 2020. Motion passed.

The board is scheduled to hold a work session on March 24th to review and discuss the many reports generated from CTAS, and which are now being brought forward to board meetings.

Approve the payment of Bills
A motion was made by Supervisor Schack and seconded by Supervisor Kortekaas to approve the claims #19332 through #19357, and EFTs 0311201 through 0311204, in the amount of $14, 042.03. Motion passed.

Public Input:
There was no public input.

UPCOMING Events/Meetings

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

Adjourn
There being no further business to come before the Board, a motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to adjourn the meeting at 8:00 pm. Motion passed.

Prepared by:_____
Peggy Clayton, Supervisor

Signed by:_____
Ken Haubrich Chair

Chairman Ken Haubrich
28677 Norberg Drive
Grand Rapids, MN 55744
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2B.

APRIL 28, 2020
VIRTUAL WORK SESSION
6:30 PM
(MAINTENANCE, DRUG TESTING POLICY, CEMETERY POLICY, AND OPEN MEETING LAW)

Present: Chair Ken Haubrich, Vice Chair Peggy Clayton, Supervisors Jim Kelley, and Mike Shack

Absent: Supervisor Dennis Kortekaas

Chair Haubrich called the virtual work session to order at 6:30 pm.

Due to the Posted Virtual Work Session Notice not including a dial-in phone number and access code for the public, the virtual work session needed to be cancelled and rescheduled.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to reschedule the Virtual Work Session for May 4, 2020 at 6:30 pm. Roll Call: Ayes-4; Nays-0. Absent -Supervisor Kortekaas Motion passed. (Supervisor Clayton will post the May 4th meeting this evening).

A motion was made by Supervisor Clayton and seconded by Supervisor Schack to adjourn the meeting.

Submitted by: Peggy Clayton
Acting Clerk

Signed by: _____
Ken Haubrich, Chair

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

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2C.

APRIL 30, 2020
VIRTUAL BOARD OF APPEAL AND EQUALIZATION
9:00 AM

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

Also in Attendance: Assistant Itasca County Assessor Cory Leinwader, and Itasca County Assessor/Appraiser Lena Schafer

Absent: Supervisor Jim Kelley

Chair Haubrich called the meeting to order at 9:00 am.

Pledge to the flag was conducted, followed by the reading of the mission statement.

Roll Call taken: Ken Haubrich, Peggy Clayton, Mike Schack, Dennis Kortekaas, Cory Leinwader, and Lena Schafer.

A motion was made by Supervisor Clayton and seconded by Mike Schack to recess the April 30, 2020 Board of Appeal and Equalization, and reconvene/continue the Board of Appeal and Equalization to May 20, 2020 at 9:00 am. Roll Call: Ayes-Supervisors Clayton, Kortekaas, Schack, and Haubrich; Nays-none, Absent: Supervisor Kelley. Motion passed.

A motion was made by Supervisor Kortekaas and seconded by Supervisor Schack to adjourn the meeting at 9:09 am. Motion passed. Roll Call: Ayes-Supervisors Clayton, Kortekaas, Schack, and Haubrich; Nays-none, Absent: Supervisor Kelley.

Submitted by: _____
Peggy Clayton, Acting Clerk

Signed by: _____
Ken Haubrich, Chair

28677 Norberg Drive
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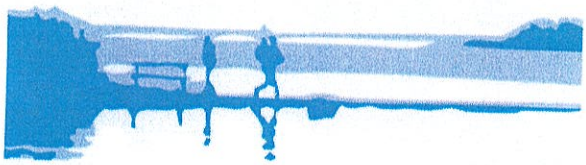
Harris Township
SINCE 1909



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2D

APRIL 30, 2020
VIRTUAL CLOSED WORK SESSION RE: SECURITY
6:30 pm

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

Also in Attendance: Charlie Lehman, Advantage Security System Group

Chair Haubrich called the meeting to order at 6:30 pm.

Pledge to the flag was conducted, followed by the reading of the mission statement.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to move into closed session. Roll Call: Ayes - Supervisors Clayton, Kelley, Schack, Kortekaas and Haubrich; Nays-none. Motion passed.

The purpose of the closed virtual work session was to discuss security options.

A motion was made by Supervisor Clayton and seconded by Supervisor Kelley to move into open session. Roll Call: Ayes - Supervisors Clayton, Kelley, Schack, Kortekaas and Haubrich; Nays-none. Motion passed.

Any further security options may be discussed in an additional closed session, if necessary.

A motion was made by Supervisor Kortekaas and seconded by Supervisor Kelley to adjourn the meeting at 7:41 pm. Roll Call: Ayes - Supervisors Clayton, Kelley, Schack, Kortekaas and Haubrich; Nays-none. Motion passed.

Submitted by: _____
Peggy Clayton, Acting Clerk

Signed by: _____
Ken Haubrich, Chair

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

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2E.

Virtual Work Session
Maintenance, Drug Testing Policy, Cemetery Policy, and Open Meeting Law
May 4, 2020

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

The Meeting was called to order by Chair Haubrich, at 6:30 pm. The Pledge to the flag was conducted.

Maintenance:

Discussion centered on the appraisal format for the maintenance staff person, and the timeframe with which to conduct the appraisal. Supervisors went through the 2019 maintenance staff appraisal, and discussed each line item, and respective rating. In moving forward to the 2020 appraisal, some line items were deleted/added/changed. Pay increase for 202-2021 was also discussed, and set.

A blank appraisal form will be sent to the maintenance staff person, and a closed appraisal session will be scheduled and held.

Drug Testing Policy:

Discussion held on the current Drug/Alcohol Testing Policy (within the Employee Handbook). Because the board will be implementing random drug/alcohol testing for the current maintenance staff, in accordance with the operation of township equipment/Class A CDL, it was necessary to make sure the drug testing policy includes language on random drug testing, reasonable suspicion, etc and the respective forms, before the board moves forward.

Forms were reviewed (i.e. notice of drug/alcohol testing results, employee refusal, test results, etc). It is important that those subject to the testing policy, go through proper training to understand all that is involved with implementing random testing, etc. Training was discussed and the general consensus was that supervisors of the maintenance staff person, need to go through training, with the recommendation that other supervisors also go through training, but at their discretion.

Items needing to be added to the current drug testing policy were: forms for both current and new employees subject to the drug/alcohol testing policy, definition language, and a drug and alcohol implementation process.

It was the Board decision to have Supervisor Clayton work on updating the current policy, and Chair Haubrich to check into scheduling the proper training for the employee, and supervisors, and any further discussions with Northern Drug Testing. Once completed, a contract with Northern Drug Screening will be approved by the Board.

Cemetery Policy:

The Board reviewed the current cemetery policy, and summer and winter burial rates. It has always been the consensus of the Board that rates need to be reviewed to coincide with costs associated with burials. Chair Haubrich reviewed the breakdown of costs associated with the McKinney March burial (winter) burial.

The breakdown provided to supervisors showed a total cost of $1,612.50. The winter burial rate which the board approved last fall was $3000 vs a previous rate of $1000.

The board authorized a final burial cost for the McKinney March burial, at a winter burial rate of $1,500.00. This item will be placed on the May 13th Regular Board Agenda for final approval before contact is made with the family.

Supervisor Clayton will research a variety of cemetery policies of neighboring townships, cities, etc and bring that information back to the board. At the time, the board will review summer burial rates.

Open Meeting Law:

Supervisor Clayton reminded the Board on the open meeting law and making sure discussions are not held via text, email, or in person with a quorum. Being cognizant when meeting with constituents, and carrying that information forward to other supervisors, whether or not it is an agenda item, is a violation of the OML. Short discussion followed.

Adjournment:

No further business was discussed.

A motion was made by Supervisor Jim Kelley and seconded by Supervisor Clayton to adjourn the meeting, Meeting was adjourned at 7:45 pm.

Submitted by: _____
Peggy Clayton, Acting Clerk

Signed by: _____
Ken Haubrich, Chair

INDEPENDENT CONTRACTOR SERVICES AGREEMENT FOR APPLICATION OF MAGNESIUM CHLORIDE

6.D.

THIS AGREEMENT is entered into this 20 day of April 2020, by Harris Township ("Township") and Larry D. Hansen doing business as Dust "B" Gone ("Hansen").

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

2. **CONSIDERATION.** In consideration of the services provided by Hansen to Township pursuant to this Agreement, Township shall pay to Hansen the sum of $365.00 per mile, which shall be payable on a monthly basis. Hansen shall record, maintain and provide accurate documentation showing the roads to which the magnesium chloride is applied as well as the application distance measured in miles for each road and submit a detailed invoice to Township. All payment requests to Township must be accompanied with such supporting documentation. Payment shall be due Hansen within thirty (30) days of the invoice date.

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

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

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

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

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

8. **INDEMNIFICATIONS.**

8.1 Each party agrees to and shall defend, indemnify and hold harmless the other party, its officials, officers, agents and employees from and against any and all claims, losses, damages, judgments or liabilities of whatever nature, including any portion thereof, arising from or related to the indemnifying party's acts, omissions or performance under this agreement. It is the intent of the parties that each party be responsible for its own actions occurring under this agreement.

8.2 This section shall survive termination of this agreement.

9. **DISPUTE RESOLUTION.** In the event of any dispute or difference arising by reason of this agreement or any provision or term thereof, the dispute or difference shall be resolved jointly by the Harris Township Supervisor and Larry D. Hansen.

10. **AMENDMENTS.** The parties may mutually waive, amend or modify parts of this agreement, but such amendments, modifications, changes or waivers shall not be binding unless they are in writing and signed by personnel authorized to bind the parties. Waiver of breach of any term of this agreement shall not be considered a waiver of any prior or subsequent breach.

11. **VENUE.** This agreement will be governed by the laws of the State of Minnesota, both as to interpretation and performance. Any actions at law, suit in equity, or other judicial proceeding for the enforcement of this agreement may be instituted only in a court of competent jurisdiction in the State of Minnesota, County of Itasca.

12. **SEVERABILITY.** In the event any term or condition of this agreement or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other terms, condition or application of this agreement which can be given effect without the invalid term, condition or application. To this end the terms and conditions of this agreement are declared severable.

13. **INTEGRATION CLAUSE.** This document embodies the entire agreement of the parties. There are no promises, terms, conditions or obligations other than those contained in this agreement. This agreement supersedes all previous communications, representations or agreements, whether oral or written, between the parties.

14. **ASSIGNMENT.** Neither Hansen nor Township will assign or transfer any rights or interest in this Agreement.

15. **NOTICES.** All notices hereunder may be delivered or mailed. If mailed, they shall be sent to the following person designated on behalf of each entity at their respective address:

Dust "B" Gone
Attn: Larry D. Hansen
20483 Mishawaka Shores Dr.
Grand Rapids, MN 55744
Telephone 218-330-8348
C.P

Harris Township
Attn: _____
_____
_____
Telephone: _____

DUST "B" GONE

By: Larry D. Hansen
Larry D. Hansen

HARRIS TOWNSHIP

By: _____
Its: _____

By: _____
Its: _____

DUSTBGO-01 MJDAVIES

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 6/26/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Otis-Magie Insurance Agency, a Marsh & McLennan Agency LLC company
520 NE First Avenue, Suite #2
Grand Rapids, MN 55744

CONTACT NAME: Mary Jane Davies
PHONE (A/C, No, Ext): (218) 301-0364 FAX (A/C, No): (218) 301-0365
E-MAIL ADDRESS: mjdavies@otismagie.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Western National Mutual	15377
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Dust B Gone
Larry Hansen dba
20483 Mishawaka Shores Drive
Grand Rapids, MN 55744

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY							
	[ ] CLAIMS-MADE [X] OCCUR			CPP 1094104	5/30/2019	5/30/2020	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	[ ] POLICY [ ] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	[ ] OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	X ANY AUTO			CPP 1093911	5/30/2019	5/30/2020	BODILY INJURY (Per person)	$
	[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	[ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB [X] OCCUR			UMB 1015626	5/30/2019	5/30/2020	EACH OCCURRENCE	$ 1,000,000
	[ ] EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$ 1,000,000
	[ ] DED X RETENTION $ 10,000							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						[ ] PER STATUTE [ ] OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RECEIVED 4/29/2025

CERTIFICATE HOLDER

Harris Township
20876 Wendigo Park Rd
Grand Rapids, MN 55744

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Brian Polovina

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8A.

Grand Rapids Area Cable Commission

Monday Feb. 3, 2020

ICTV Offices, 819 NE 4th St., Grand Rapids MN 55744

Members Present: Peggy Clayton, Greg Tuttle, Joe Abeyta

ICTV Staff Present: Beth George, Stephani Crecelius

Clayton called the meeting to order at 12:00 p.m.

Agenda

Tuttle motioned to accept the agenda as it stands. Abeyta 2nd.

Motion carried unanimously.

Review/Consider Minutes

Tuttle motioned to accept the minutes of the previous meeting (Dec. 9, 2019). Abeyta 2nd.

Motion carried unanimously.

Financials

Discussion about using unused funds earmarked for legal fees to pay consultant.

Tuttle motioned to accept the financials. Abeyta 2nd.

Motion carried unanimously.

Correspondence /Approval of Bills / Approval of Secretarial Fees

Tuttle motioned to approve paying secretarial fees ($75). Abeyta 2nd.

Motion carried unanimously.

Old Business

Franchise agreements with smaller cities/townships continue. No updates at this time.

New Business

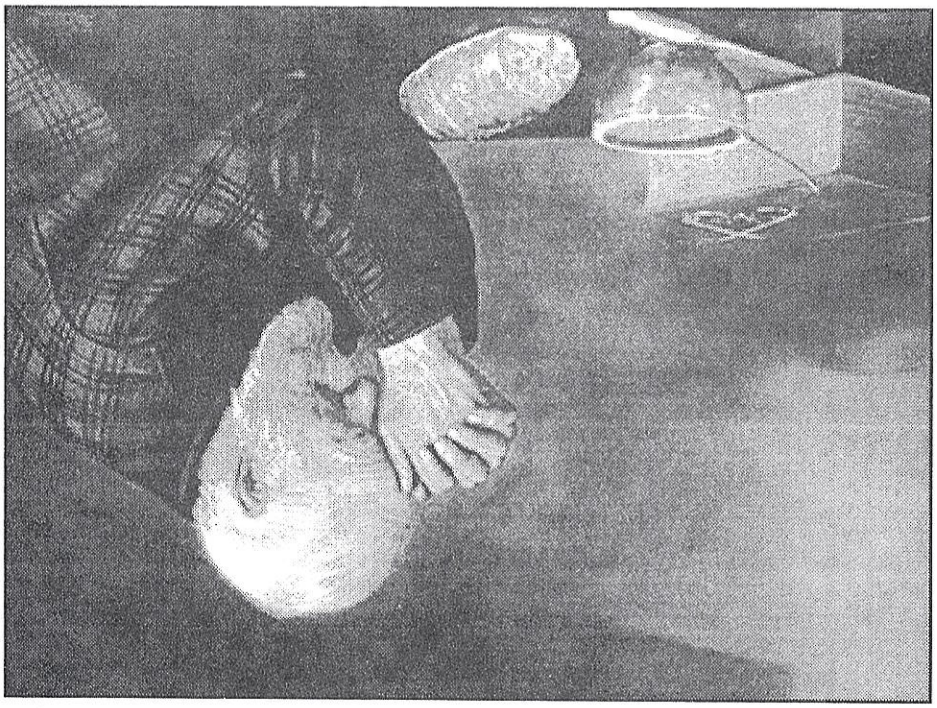
- **Contract Update**
  Commissioners are asked to take a copy of the ICTV/GRACC contract to review, assuring that all desired services are covered. Comments or suggested changes can be made to Beth George by email.
- **Approve expenditures up to $900 for attending MACTA**
  Tuttle motioned to approve expenditures up to $900 for MACTA Conference attendance. Clayton 2nd. Motion carried unanimously.
- **Discuss putting HD camera system in Grand rapids City Hall**
  Approximately $30k-$40k. GRACC would purchase and give to City Hall? Beth George will find more information and present at next meeting.
- **Commission's Insurance**
  The insurance provider proposed purchasing additional insurance to cover data breeches. Abeyta motioned to continue GRACC insurance as is without addition purchases. Tuttle 2nd. Motion carried unanimously.

ICTV Report

- ICTV's Strategic Planning process uncovered the need for a local info hub. ICTV may fulfill this roll.
- Contract for IT services with Cascade Computers is going very well.
- At the next ICTV Board meeting, we will be proposing a capital project to replace aged carpet and flooring through the entire office.

Tuttle motioned to adjourn the meeting. Abeyta 2nd.

Clayton closed the meeting at 12;37 p.m.



"Grace" - a photograph, taken in 1918 by Eric Enstrom of Bovey, Minnesota. It depicits Charles Wilden, a shoe-scraper salesman, being thankful for what he had.

® Brian's - 1997
2001 Norway St. Grand Rapids, Minnesota 55744

Thank you once again for your support of the Itasca Co. Fair. It is a great joy for us to provide not only the Fair for you and your resident but also assisting other events to be presented one at a time on our grounds.

Brian Carlson
Funding Director

10 B.

Resolution 2020-012A

Resolution Authorizing Contract With Interested Officer Under

Minn. Stat. 471.88, subd. 5

WHEREAS, Town Board of **HARRIS** Township, **ITASCA** County, Minnesota is seeking the performance or acquisition of the following services of goods:

Clerk duties, including, but not limited to: Board minutes, work session minutes, agendas, agenda packets, clerk emails, website maintenance, 2020 annual meeting/report, election duties, etc. and also as defined in M.S.; caretaker duties for town hall, and Sexton duties

WHEREAS, Peggy Clayton is a Supervisor of said Township and will be financially interested in the contract for the following described reason:

She is directly providing the service or goods to the Township as an independent contractor, in the absence of an appointed Clerk, and until a Clerk is appointed; and in the absence of the hall caretaker;

NOW, THEREFORE, BE IT RESOLVED that the Town Board, upon a unanimous vote of the Board Supervisors with the interested officer abstaining, finds that the contract price of **$ 19.00** an hour is as low as, or lower than, the price at which the services or goods could be obtained elsewhere at this time; and

BE IT FURTHER RESOLVED, the Town Board, pursuant to Minn. Stat. 365.34; 471.88, subd. 5; and 471.89, does hereby authorize a contract with **Peggy Clayton** for a price of **$ 19.00**; payment to occur on the contract as agreed and upon the filing of a proper affidavit by the interested officer.

Adopted this 13th day of May, 2020.

Attested: _____
Supervisor Mike Schack

BY THE TOWN BOARD

_____
Ken Haubrich, Chair

10C.

PERSONNEL dynamics

May 8, 2020

Harris Township
20876 Wendigo Park Rd
Grand Rapids, MN 55744

As of May 8, 2020, Personnel Dynamics LLC - hereinafter called Company - and Harris Township - the customer, will enter into the following contract.

If Customer chooses a candidate from Company, we agree to assume all payroll responsibilities for workers for Customer as needed. Company will pay employees, will withhold Federal and State income taxes according to individual W-4 allowance certificate, will withhold employee's portion of FICA tax, will contribute employer's portion of FICA tax and will contribute to Federal and State Unemployment Compensation funds. Company will provide Worker's Compensation Insurance for employee and will provide certificates of insurance upon request.

Company will pay employees weekly and file all required Federal and State payroll reports, including W-2 forms.

Customer agrees to provide a safe work area for employees and, also agrees to pay invoices billed weekly for hours worked upon receipt and has given a personal guarantee that invoices will be paid in a timely fashion. If the Customer fails to pay the Company the invoice amount upon receipt, the Company reserves the right to withhold wages to the employee(s), and/or terminate this contract with the customer.

Employee will be paid at time and a half for hours over 40 per week, and Customer will be charged accordingly. Holiday pay and vacation pay is at the discretion of the Customer and must indicate authorization for such pay on the timecard. Customer has the option of hiring the employee after 90 days at no additional cost.

Customer will report any injuries to Company in a timely manner. Also, Customer must submit information regarding any termination (including layoffs and voluntary quit) to the Company.

Customer agrees to promptly report to Company any direct payment of bonuses, incentives, etc. by Customer to Company leased employees in order that proper payroll tax reporting can be maintained.

PERSONNEL DYNAMICS, LLC

By: _____ By:

Kyla Ward – Personnel Dynamics, LLC Authorized Signature – Harris Township

Maintenance Helper Hourly Wage + 40% = Billing Rate
Township Clerk Hourly Wage + 35% = Billing Rate
Care Taker Hourly Wage + 35% = Billing Rate
Rink Attendant Hourly Wage + 35% = Billing Rate

PO Box 193, Grand Rapids, MN 55744 phone: 218-327-9554 fax: 218-327-9528 desk@pdstaffing.net

10 D.

Minnesota Association of Townships

Grassroots Government

TOWNSHIP CONTACT LIST-NEW OFFICERS PLEASE CONTACT

When providing notices include: address, phone number, e-mail and which Board member they replaced.

- MN Association of Townships- website change of officer form; ((www.mntownships.org — on top of home page or on side of "About MAT" page)
  E-mail- info@mntownships.org; or Phone -763-497-2330 or 800-228-0296- **all members**
- County Unit Secretary- **all members**
- Minnesota Management and Budget (MMB) when **Treasurer change occurs - helpdesk 651-201-8106**
- Department of Revenue Property Tax Division when **Clerk change occurs - Kristie Strum at 651-556-6074**
- State Auditor's Office when **Clerk or Treasurer change occurs - 651-297-3682**
- PERA- Payroll person responsible, either the **Clerk or Treasurer - 800-652-9026**
- County Auditor-**all members**
  - County Head of Elections, if different from County Auditor, when **Clerk change occurs**

CONTACTS FOR OFFICERS TO HAVE IN CASE OF EMERGENCIES

- Township
  - Employees
  - Bank Information & contact for signer card - **Clerk, Treasurer and Chair. Possibly add Deputies.**
  - People or businesses that have contracts with the township
  - Local fire departments & ambulances that your Township has contracts with
  - Other Joint Power Agreement groups the township may have
  - Township Attorney
  - Insurance Agency if not MATIT
  - Credit Card Issuer if applicable
  - Contact for blade person (snow or road maintenance)
  - Contact to put up "road closed signs" or variations of
  - Official Newspaper

- County
  - Assessor's office
  - County Engineer
  - Planning Department
  - Sheriff's Department —law enforcement
  - Emergency Management Office
  - Animal Control
  - Feedlot Contact
  - County Weed Inspector

- Other contacts for officers in case of emergencies or issues:
  - MPCA local contact number in case officer needs to contact
  - DNR local contact number in case officer needs to contact
  - BWSR - Local Board of Water and Soil Resources
  - County Attorney
  - Minnesota Department of Revenue
  - Office of the State Auditor
  - Neighboring Township or City contact

11B.

Payment Request
Harris Township
Itasca County

Name: Dennis Kortekaas
Address:

Date	Description	# Hours	Rate	Amount
/	Itasca County Township Association Meeting	fixed rate	$ 60.00	
/	Regular Meeting	fixed rate	$ 60.00	
4-22	Planning and Development Meeting Virtual	fixed rate	$ 60.00	60.00
	Supervisor Monthly Salary	fixed rate	$ 400.00	$ 400.00
Additional Work:				
4-30	Closed work session (security)	2	19.00	38.00
			Total	
			pera	
			fica	
			medi	
			fed	
			state	
			Net pay	
Reimbursements:				
	Mileage			#REF!
	Other Expenses			#REF!
	Total reimbursements requested:	$ -		

Check amt: $ -

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

Dennis Kortekaas 4/30/20

Signature Date

Harris Township
Pay Request

Name: Derrick Marttila
Address:

	General	Equipment	Road/Bridge	Cemetery	Recreation	Buildings/Grounds	TOTAL
Date	100	200	300	400	500	600	
20-Apr		2.5	3	0.5	1	1	8
21-Apr		0.5	5			2.5	8
22-Apr	0.5	3	2.5		2		8
23-Apr	0.5		0.5	3.5	3.5		8
24-Apr	1			7			8
27-Apr	1	0.5		0.5		6	8
28-Apr				1	1	6	8
29-Apr		0.5		3		4.5	8
30-Apr	0.5		0.5	4.5		2.5	8
1-May	3		2	0.5		2.5	8
4-May				7.5		0.5	8
5-May			0.5	1	1	5.5	8
6-May						8	8
7-May				0.5		7.5	8
8-May	1	0.5	3.5		1	2	8
							0
							0
							0
							0
							0
							0
							0
							0
							0
							0
							0

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

Derrick Marttila — 5/8/2020

Signature — Date

Approved: *Ken Haubrich* Date: 5/9/20

Payment Request

Harris Township
Itasca County

Name: Jim Kelley
Address:
Grands Rapids, MN

Date	Description	# Hours	Rate	Amount
4/22/2020	Planning and Development Meeting	fixed rate	$ 60.00	$ 60.00
Canceled	Itasca County Township Association Meeting	fixed rate	$ 60.00	$ -
Canceled	Regular Meeting	fixed rate	$ 60.00	$ -
Monthly	Supervisor Wages	fixed rate	$ 400.00	$ 400.00
Additional Work:				
5/28/2020	Work Session	0	$ 19.00	$ -
5/30/2020	Work Session	1	$ 19.00	$ 19.00
			$ 19.00	$ -
			$ 19.00	$ -
			$ 19.00	$ -
			$ 19.00	$ -
			$ 19.00	$ -
			$ 19.00	$ -
			$ 19.00	$ -
			$ 19.00	$ -
			$ 19.00	$ -
			$ 19.00	
			$ 19.00	$ -
			Total	**$ 479.00**
			pera	
			fica	
			medi	
			fed	
			state	
			Net pay	
Reimbursements:				
114	Mileage		0.575	**$ 65.55**
	Other Expenses			
	Total reimbursements requested:			$ -

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

Check amt:

4/30/2020 *Jim Kelley*

DATE Signature

Items Covered Under Stipend

Date	Description	Hours	Mileage
4/1	Talked to resident about a lot of kids using Crystal Park	0.25	
4/2	Talked with S E H on road project	0.25	
4/6	Checked water drainage on Wagon Wheel	0.75	11
4/10	Talked with S E H on road project	0.25	
4/10	*Drove Township gravel roads*	1.5	37
4/14	Check plugged culvert on Mishawaka Road	0.5	6
4/14	Challed county to get culvert steamed out	0.25	
4/15	Checked drainage of culvert on Mishawaka Rd.	0.5	6
4/19	Inspect Township roads	1.5	46
4/22	Talk with S E H on 2020 road projects	0.25	
4/22	Talked with resident on a new driveway and culvert	0.25	
4/26	Had call from resident on piles of rakings on Alicia Place	0.25	
4/26	Went to look at Alicia Place	0.5	8
	TOTAL Page 1 & 2	7	114

Payment Request
Harris Township
Itasca County

Name: Kenneth Haubrich
Address:
Grand Rapids, MN 55744

Date	Description	# Hours	Rate	Amount
Canceled	Itasca County Township Association Meeting	fixed rate	$ 60.00	$ -
Canceled	Regular Meeting	fixed rate	$ 60.00	$ -
4/22/2020	Planning and Development Meeting	fixed rate	$ 60.00	$ 60.00
April	Supervisor Monthly Salary	fixed rate	$ 450.00	$ 450.00
Additional Work:				
4/2/2020	Phone call from County Dist 4 forman	0	$ 19.00	$ -
4/2/2020	Phone call from constituent on Stony Point Rd.	0	$ 19.00	$ -
4/13/2020	Text & email to constituent wanting tennis court nets put up	0.25	$ 19.00	$ -
4/14/2020	Call from Dust-B- Gone about dust control on TWP roads	0.25	$ 19.00	$ -
4/30/2020	Board of Adjustment and Equalization Meeting	0.25	$ 19.00	$ -
4/30/2020	Work Session - Security	2	$ 19.00	$ 38.00
			Total	**$ 548.00**
			pera	
			fica	
			medi	
			fed	$ 100.00
			state	$ 50.00
			Net pay	
Reimbursements:				
	Mileage			$ 52.21
	Other Expenses			$ -
	Total reimbursements requested:	*$ -*		
				$ -

Check amt:

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

Ken Haubrich
Signature Date

Reimbursements:		Miles	Rate	Amount
4/2/2020	Visit with Contractor at 29727 Sunny Beach Rd.	8.5	0.575	$ 4.89
4/6/2020	Look at drainage issue on Wagon Wheel Road	15	0.575	$ 8.63
4/8/2020	Look at Underwood Rd. Request for "Children Playing" Sign	6.3	0.575	$ 3.62
4/20/2020	Meet Locksmith at Town Hall	8	0.575	$ 4.60

4/23/2020	Sign checks and documents at TWP Hall	8	0.575	$ 4.60
4/23/2020	Look at water in ditch issue on Wagon Wheel Court Rd	15	0.575	$ 8.63
4/24/2020	Meet Embridge employee at Town Hall	8	0.575	$ 4.60
4/24/2020	Meet Locksmith at Town Hall	8	0.575	$ 4.60
4/27/2020	Ispect work at Town Hall	8	0.575	$ 4.60
4/28/2020	Look at Beaver problem on Underwood West Rd.	6	0.575	$ 3.45
			0.575	
			0.575	
	Total Mileage:		0.575	$ 52.21
	Other Expenses			
	Total Other Expenses:			

Payment Request

Harris Township

Itasca County

Name: MICHAEL SCHACK_____

Address: _____

Date	Description	Hours	Amount
ARPRIL	Monthly Wages	**Fixed Rate**	**400.00**
	Regular Board Meeting	**Fixed Rate**	
4-23	P and D meeting	**Fixed Rate**	**60.00**
	Itasca Township Meeting	**Fixed Rate**	
	Additional Work		
Date	Description		
Date	Description		
4-30	WORK SESSION	1	19.00
4-30	BOAE [RECCESS]		
4-27	TALKED WITH MAT 15 MIN		
4-25	TALKED WITH COMM. IVES 15 MIN		
4-21	TALKED WITH COMM. DENUCCI 15 MIN,		
	Mileage		
Date	Description		
4-6	LANDINGS	18	
4-13	LANDINGS	18	
4-20	LANDINGS	18	
4-27	LANDINGS	18	
4-30	MEET WITHH RES ABOUT ISSUES ON ALLICA SPUR 45 MIN		
	Total		
	pera		
	fica		
	medicare		
	federal		
	state		
	Net Pay Total		

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

_MICHAEL SCHACK_____

*Please sign

Payment Request
Harris Township
Itasca County

Name: Nancy Kopacek
Address:
Grand Rapids, MN 55744

Date	Description	# Hours	Rate	Amount
SALARY	Treasurer's salary - $750 per month	0.5	$ 750.00	$ 375.00
4/18/2020	Print pay requests and bills make copies for meeting, emails	3		
4/21/2020	Process Claims and Payroll	2.5		
4/22/2020	Town Hall print checks and claims list for P&D mtg- pickup bills	1.25		
4/22/2020	P&D Meeting Zoom 7-9:15	2.25		
4/24/2020	Process Online Payments LCP, Mediacom, NW Gas, emails	1		
4/28/2020	Check Emails, call with Ken, email County re: property tax pmts	0.5		
4/30/2020	Check Emails, finalize Q1 941and UI Wage Submit, pay EFTPS, State and PERA	2		
5/6/2020	Emails	0.25		
		13.25		
Additional Work:				
				$ -
				$ -
			Total	$ 375.00
			pera	
			fica	
			medi	
			fed	
			state	
			Net pay	
Reimbursements:				
	Mileage		0.575	$ -
	Other Expenses:			
	Total reimbursements requested:	$ -		$ 375.00

Check amt: $ 375.00

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

Signature Date

Payment Request
Harris Township
Itasca County

Name: Peggy Clayton
Address:
Grand Rapids

Date	Description	# Hours	Rate	Amount
	Itasca County Township Association Meeting CANCELLED	fixed rate	$60.00	
4/8/2020	Regular Meeting. CANCELLED	fixed rate	$60.00	
4/22/2020	P & D Meeting	fixed rate	$60.00	$60.00
Monthly	Supervisor Wages	fixed rate	$400.00	$400.00
Additional Work:				
4/2/2020	MAT COVID Minutes	0.75	$19.00	$14.25
4/14/2020	MAT COVID Minutes	0.75	$19.00	$14.25
4/17/2020	Input Data in MN Unemployment website	0.75	$19.00	$14.25
4/28/2020	Virtual Work Session re: Maintenance, policies 6:30-6:45	0.25	$19.00	$4.75
4/30/2020	Virtual BOAE 9:00-9:15 am	0.25	$19.00	$4.75
4/30/2020	Virtual Closed Work Session re: security. 6:30-7:45 pm	1.25	$19.00	$23.75
	Totals	**4**	$19.00	**$76.00**
NO PAY		**Mileage**		
4/2/2020	Facebook post			
4/2/2020	MAT Webinar 6-7 pm			
4/3/2020	Pick up mail at service center and bring to hall (mileage)	8		
4/4/2020	Park and cemetery inspections (mileage)	21		
4/6/2020	Facebook post			
4/9/2020	Facebook post			
4/9/2020	Pick up mail at service center and bring to hall (mileage)	8		
4/11/2020	Park and cemetery inspections (mileage)	21		
4/13/2020	Facebook post			
4/14/2020	MAT Webinar 6-7 pm			
4/15/2020	Facebook post			
4/16/2020	Facebook post (2)			
4/17/2020	Pick up mail at service center and bring to hall (mileage)	8		
4/18/2020	Park and cemetery inspections (mileage)	21		
4/19/2020	Facebook post			
4/21/2020	Facebook post			
4/24/2020	Pick up mail at service center and bring to hall (mileage)	8		
4/25/2020	Park and cemetery inspections (mileage)	21		
4/28/2020	Dorholt to pick out another carpet color (mileage)	8.4		
	TOTALS	**124.4**		
Reimbursements:				
April	Mileage @ .575./mile x 124.4	124.40	$ 0.575	$71.53
	Total reimbursements requested:			$71.53

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

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

30-Apr-20

Signature Peggy Clayton

Payment Request
Harris Township
Itasca County

Name: Peggy Clayton
Address:
Grand Rapids

Date	Description	# Hours	Rate	Amount
Sexton				
4/3/2020	Text from constituent re: purchase of site	0.25	$19.00	$4.75
4/5/2020	Call regarding cemetery lot purchase	0.5	$19.00	$9.50
4/9/2020	Call from constituent re: her sites she already purchased	0.5	$19.00	$9.50
4/9/2020	Discussions with Derrick re: burials	0.5	$19.00	$9.50
4/9/2020	Meet with Derrick at Service Center re: Myers sites 3:30-4:15	0.75	$19.00	$14.25
4/13/2020	Call to Dave Madson re: purchase of site 3:15-3:45 pm	0.5	$19.00	$9.50
4/13/2020	Call to Derrick re: Madson site	0.25	$19.00	$4.75
4/13/2020	Vm from Johnson gravesite (sunken)	0.25	$19.00	$4.75
4/14/2020	Call back to Johnson re: gravesite	0.5	$19.00	$9.50
4/22/2020	Call from constituent re: purchasing a site (he knows where it is)	0.5	$19.00	$9.50
4/23/2020	Call to Derrick re: cemetery questions	0.5	$19.00	$9.50
4/24/2020	Email to Tom Motter re: cremation questions	0.5	$19.00	$9.50
4/24/2020	Needed to contact Derrick re: Motter	0.5	$19.00	$9.50
4/24/2020	Call to Mark Irving re: meeting him after May 4 at cemetery to purchase site	0.5	$19.00	$9.50
4/25/2020	Call from constituent re: flat stone in wrong place	0.25	$19.00	$4.75
4/25/2020	Contacted Derrick re: flat stone issue, gave him number	0.25	$19.00	$4.75
4/28/2020	Call from constituent re: needing to purchase site for father burial	0.25	$19.00	$4.75
4/28/2029	Call to Derrick re: potential upcoming burial	0.25	$19.00	$4.75
4/29/2020	Emails back and forth re: where is veteran stone for fathers grave	0.5	$19.00	$9.50
4/29/2020	Contact Derrick re: veteran stone; he found it in cemetery garage	0.25	$19.00	$4.75
4/30/2020	Call back from constituent on site for father; talked to derrick to make sure he is also available at 2:15 pm	0.25	$19.00	$4.75
4/30/2020	Meet with Tim Adler at cemetery to purchase site, went to service center to drop off book, and make Rolodex cards for Sexton and Derrick 2:15-3:15 pm	1	$19.00	$19.00
	TOTALS	**9.5**	$19.00	**$180.50**
Reimburseme	P			
	OVERALL TOTAL			
	Total reimbursements requested:			

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

30-Apr-20

Signature Peggy Clayton

Payment Request
Harris Township
Itasca County

Name: Peggy Clayton
Address:
Grand Rapids

Date	Description	# Hours	Rate	Amount
Cleaning:				
4/28/2020	Sweep,floors, and put new trash liners in, after derrick	0.25	$19.00	$4.75
	TOTALS	**0.25**	$19.00	**$4.75**
Texts, calls:				
4/2/2020	Return call to 5/9 renter who wants to cancel and reschedule	0.25	$19.00	$4.75
4/6/2020	New hall rental for June (NR)	0.25	$19.00	$4.75
4/6/2020	Cancel 5/2/20 hall rental	0.25	$19.00	$4.75
4/10/2020	Renter from March faking about left coffee mug-we have it	0.25	$19.00	$4.75
4/13/2020	5/9 renter calls back to cancel and not rescheduling now	0.25	$19.00	$4.75
4/26/2020	Call from June renter regarding hall status	0.25	$19.00	$4.75
	TOTALS	**1.5**	$19.00	**$28.50**
Reimbursements:				
	OVERALL TOTAL			**$33.25**
	Total reimbursements requested:			

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

Signature Peggy Clayton 30-Apr-20

Payment Request

Harris Township

Itasca Count CLERK

Name: Peggy Clayton

Address:

Grand Rapids

Date	Description	# Hours	Rate	Amount
CLERK				
4/2/2020	Records Retention Digitize Webinar 1:30-3:15 pm	1.75	$19.00	$33.25
4/2/2020	Email to telecom construction Re: utility permit	0.25	$19.00	$4.75
4/3/2020	Open mail, make copies of pay requests 7:00-7:30 pm	0.5	$19.00	$9.50
4/9/2020	Open mail, upload resolutions, get a few things ready for 4/22	0.75	$19.00	$14.25
4/13/2020	Redo BOAE posting, print and post, email to Herald Review	0.75	$19.00	$14.25
4/13/2020	Send out texts to supervisors and treasurer	0.25	$19.00	$4.75
4/13/2020	Test zoom with Stephanie from ICTV 2:-2:45 pm	0.75	$19.00	$14.25
4/13/2020	Contact herald review re: BOAE publishing	0.25	$19.00	$4.75
4/15/2020	Emails to and from CEDA	0.25	$19.00	$4.75
4/15/2020	Emails to and from ICTV	0.25	$19.00	$4.75
4/14-15/20	Emails to and from Amber/Assessor Dept	0.25	$19.00	$4.75
4/16/2020	Call from Election Coordinator looking for resolution from 2018, to Help Carpenter township re: appointed clerk, sent resolution,etc	0.5	$19.00	$9.50
4/16/2020	Email from express employment re: outstanding invoices	0.25	$19.00	$4.75
4/16/2020	Test run with supervisors and ICTV on zoom 5:45-6:30	0.75	$19.00	$14.25
4/16/2020	Work on agend for 4/22/20	0.75	$19.00	$14.25
4/17/2020	open mail, make virtual 4/22/20 mtg posting, post	0.75	$19.00	$14.25
4/17/2020	Received call regarding digitizing our agendas	0.25	$19.00	$4.75
4/17/2020	Call from constituent re: chickens, dogs, and mpls ppl	0.25	$19.00	$4.75
4/17/2020	Arbo township clerk call re: zoom, meetings etc	0.75	$19.00	$14.25
4/17/2020	Agenda prep, computer problems, lost documents, retrieval, etc	4	$19.00	$76.00
4/19/2020	Service center, hall to do agenda packet, upload, label keys, etc	5.25	$19.00	$99.75
4/21/2020	Hall to rescan agenda packet to website, redact items,6:15-7:15	1	$19.00	$19.00
4/22/2020	Email to Dave Dmith re: WWCR	0.25	$19.00	$4.75
4/22/2020	After mtg: compose 3 letters, correct 3/25 minutes 9:30-12 am	2.5	$19.00	$47.50
4/23/2020	Hall to make copies of letters for chair, post (2)	0.5	$19.00	$9.50
4/25/2020	Minutes of 4/22/20 meeting 2-4:15:pm	2.25	$19.00	$42.75
4/25/2020	Start making copies etc, pulling items together for 4/28 work session 1-2:00 pm	1	$19.00	$19.00
4/26/2020	Review 4/22/20 minutes beforesensing to the chair 9:15-9:45 pm	0.5	$19.00	$9.50
4/27/2020	Hall to makes copies of work session items, leave for supervisors for 4/28 and 4/30 work sessions, post May 5 spring road clean up, upload to website 6:45-9:00 pm	2.5	$19.00	$47.50
4/28/2020	Hall to post May 4 work session	0.25	$19.00	$4.75
4/28/2020	Minutes of 4/28/20 work session	0.25	$19.00	$4.75
4/28/2020	Email from constituent re: beaver dam on Underwood rd	0.25	$19.00	$4.75
4/29/2020	Email to Auditor dept re: WWCR	0.25	$19.00	$4.75
4/30/1930	Email to Recorder dear re: WWCR	0.25	$19.00	$4.75
4/30/2020	Call from constituent rel. Alicia Place debris on roadway	0.25	$19.00	$4.75
4/30/2020	Minutes from 4/30 BOAE and 4/30 Closed Work Session	0.75	$19.00	$14.25
	TOTALS	**32.25**	$19.00	**$612.75**
Reimbursements:				
	Total reimbursements requested:			

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

30-Apr-20

Signature

Peggy Clayton

APG MEDIA OF MN
PO BOX 410
ASHLAND WI 54806

(715) 858-7330

Advertising Memo Bill

1 Billing Period	2 Advertiser/Client Name
04/2020	HARRIS TOWNSHIP

23 Total Amount Due	*Unapplied Amount	3 Terms of Payment
262.20		

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

4 Page Number	5 Billing Date	6 Billed Account Number	7 Advertiser/Client Number
1	04/27/20	3017010 SHAFE.	**3017010**

8 Billed Account Name and Address	9 Remittance Address
HARRIS TOWNSHIP HARRIS SERVICE CTR/TREASURER 20876 WENDIGO PARK RD GRAND RAPIDS MN 55744	APG MEDIA OF MN PO BOX 410 ASHLAND WI 54806 Ad #: 348253

Please Return Upper Portion With Payment

10 Date	11 Reference	12 13 14 Description-Other Comments/Charges	15 16 SAU Size Billed Units	17 18 Times Run Rate	19 Gross Amount	20 Net Amount
04/22/20	348253 LEGAL	DOC 00 11 13 ADV FOR B DOCUMENT 00 11 13ADVER 04/22,26 GRHR	1.0X11.89 12.00	2 0.00	262.20	262.20

RECEIVED 5/7/2020

Statement of Account - Aging of Past Due Amounts

21 Current Net Amount Due	22 30 Days	60 Days	Over 90 Days	*Unapplied Amount	23 Total Amount Due
0.00	0.00	0.00	0.00		262.20

APG MEDIA OF MN
(715) 858-7330

* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

24 Invoice Number	25 Advertiser Information			
	1 Billing Period	6 Billed Account Number	7 Advertiser/Client Number	2 Advertiser/Client Name
348253	04/2020	3017010	3017010	HARRIS TOWNSHIP

ADVANTAGE SYSTEMS GROUP
1216 OGDEN AVENUE
SUPERIOR, WI 54880
715-394-5509

INVOICE

Date 5/01/20

Please Remit Payment By: **5/11/20**
Amount Remitted $ _____
Credit Card No. _____
Expiration Date _____ Zip _____
☐ Check ☐ VISA MasterCard

Tear Off This Top Stub And Return With Payment Inv: R 33259 Page 1

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

HARRIS TOWNSHIP - CEMETERY
21175 RIVER ROAD
GRAND RAPIDS, MN 55744

Account No	Invoice No	P.O Number	Sales Person	Please Pay This Amount
2505	R 33259			240.00

Description	Tax	Amount
ALARM SYSTEM MONITORING		240.00
For Period MAY 1, 2020 To APR 30, 2021		

RECEIVED 5/6/2020

INVOICE DUE UPON RECEIPT
1 1/2% Finance Charge on All Past Due Accounts
ADVANTAGE SYSTEMS GROUP

Total Charges	**240.00**
Sales Tax	**0.00**
Total Due	**240.00**

APG MEDIA OF MN
PO BOX 410
ASHLAND WI 54806

(715) 858-7330

Advertising Memo Bill

1 Billing Period	2 Advertiser/Client Name
04/2020	HARRIS TOWNSHIP

23 Total Amount Due	*Unapplied Amount	3 Terms of Payment
262.20		

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

4 Page Number	5 Billing Date	6 Billed Account Number	7 Advertiser/Client Number
1	04/27/20	3017010 SHAFE.	**3017010**

8 Billed Account Name and Address	9 Remittance Address
HARRIS TOWNSHIP HARRIS SERVICE CTR/TREASURER 20876 WENDIGO PARK RD GRAND RAPIDS MN 55744	APG MEDIA OF MN PO BOX 410 ASHLAND WI 54806 Ad #: 348253

Please Return Upper Portion With Payment

10 Date	11 Reference	12|13|14 Description-Other Comments/Charges	15|16 SAU Size Billed Units	17|18 Times Run Rate	19 Gross Amount	20 Net Amount
04/22/20	348253 LEGAL	DOC 00 11 13 ADV FOR B DOCUMENT 00 11 13ADVER 04/22,26 GRHR	1.0X11.89 12.00	2 0.00	262.20	262.20

RECEIVED 3/7/2020

Statement of Account - Aging of Past Due Amounts

21 Current Net Amount Due	22 30 Days	60 Days	Over 90 Days	*Unapplied Amount	23 Total Amount Due
0.00	0.00	0.00	0.00		262.20

APG MEDIA OF MN
(715) 858-7330

* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

24 Invoice Number	25 Advertiser Information			
	1 Billing Period	6 Billed Account Number	7 Advertiser/Client Number	2 Advertiser/Client Name
348253	04/2020	3017010	3017010	HARRIS TOWNSHIP

INVOICE

ADVANTAGE SYSTEMS GROUP
1216 OGDEN AVENUE
SUPERIOR, WI 54880
715-394-5509

Date 5/01/20

Please Remit Payment By: **5/11/20**
Amount Remitted $ _____
Credit Card No. _____
Expiration Date _____ Zip _____
☐ Check ☐ VISA MasterCard

Tear Off This Top Stub And Return With Payment Inv: R 33259 Page 1

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

HARRIS TOWNSHIP - CEMETERY
21175 RIVER ROAD
GRAND RAPIDS, MN 55744

Account No	Invoice No	P.O Number	Sales Person	Please Pay This Amount
2505	R 33259			240.00

Description	Tax	Amount
ALARM SYSTEM MONITORING		240.00
For Period MAY 1, 2020 To APR 30, 2021		

RECEIVED
5/6/2020

INVOICE DUE UPON RECEIPT
1 1/2% Finance Charge on All Past Due Accounts
ADVANTAGE SYSTEMS GROUP

Total Charges	**240.00**
Sales Tax	**0.00**
Total Due	**240.00**

CASPER Construction Inc.

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

INVOICE NO. 22530

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

Job: 70220
HARRIS TWP RD GRADING

INVOICE DATE	INVOICE NO.	CUSTOMER NO.	PAYMENT TERMS	CONTRACT NO.
4/21/2020	22530	HAR005	On Rcpt	

QUANTITY (HRS)	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
4	4/17/20 GRADER	150.00	600.00 *

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

TOTAL AMOUNT DUE **$600.00**

* means item is non-taxable

Statement

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

Date
5/1/2020

To:

Harris Township
20876 Wendigo Park Road
Grand Rapids, MN 55744

Amount Due	Amount Enc.
$267.37	

Date	Transaction	Amount	Balance
03/31/2020	Balance forward		0.00
04/01/2020	INV #4805.	209.66	209.66
04/22/2020	INV #5694.	57.71	267.37

RECEIVED 5/6/2020

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
267.37	0.00	0.00	0.00	0.00	$267.37

FIGGINS TRUCK & TRAILER REPAIR INC.
21754 US HIGHWAY 169 SOUTH
GRAND RAPIDS MN 55744

PHONE:218-326-8636
FAX: 218-327-9305

Invoice

DATE 4/28/2020

INVOICE # 35947

BILL TO:
HARRIS TOWNSHIP
20876 WENDIGO PARK RD
GRAND RAPIDS MN 55744

DRIVER'S NAME	P.O. NUMBER	TERMS	DUE DATE	REP	MILEAGE	HOURS	UNIT #
DEREK		Net 30	5/28/2020	RM&JR			FELLING TRA...

ITEM	QTY	DESCRIPTION	RATE	AMOUNT
		2012 FELLING SER#5FTEE1829D1041039		
LM20100	1	BREAKAWAY BATTERY KIT	103.25	103.25
B8CHS	2	10/12 HEAT SHRINK YELLOW CONN	0.79	1.58
B8BHS	9	BLUE HEAT SHRINK BUTT CONNECTOR	0.92	8.28
SHOP SUPPLIES	1	SHOP SUPPLIES	5.00	5.00
LABOR	2.5	LABOR FOR SERVICES PERFORMED LOCATE PROBLEMS AND REPAIR REPLACE BREAKAWAY BATTERY KIT REPAIR BRAKE WIRES TO BACK AXLE AND LEFT FRONT BRAKE	100.00	250.00

THANK YOU FOR ALLOWING US TO SERVICE YOUR VEHICLE.
YOUR PROMPT PAYMENT WILL BE APPRECIATED.

Total $368.11

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and your employees permission to operate the vehicle for the purpose of testing and inspection. Parts specifically ordered for repairs are non-refundable. An express mechanics lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto. Customers should check lug nuts after tires have been installed.

GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

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

UTILITY STATEMENT

1008641

ACCOUNT NUMBER	516221-104896	**ZONE**	1-042	**STATEMENT DATE**	05/01/2020
CUSTOMER NAME	Harris Township Hall	**ROUTE**	022		
SERVICE ADDRESS	Crystal Sp Rd & S Hwy 169 Grand Rapids			**DUE DATE**	05/18/2020

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

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

Previous Balance		15.98
Check Payment	04/28/202(	(15.98)CR
Balance Forward		$0.00
Current Charges		
Electric		15.98
Total Current Charges:		$15.98
Current Account Balance:		$15.98
Amount Due		$15.98

Terms of Payment

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

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

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

In Case Of An Emergency, Telephone:
Monday-Friday, 8:30 a.m. - 4:30 p.m. (218) 326-7024
After hours, weekends and holidays .....(218) 326-4806

See back of statement for details

RECEIVED 5/7/2020

GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

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

UTILITY STATEMENT

Statement Date: 05/01/2020

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

Account Number	516221-104896
Statement Number	1008641
Due Date	05/18/2020
Amount Due	$ 15.98
Amount Paid	

Return this portion with Payment

GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

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

UTILITY STATEMENT

1008569

ACCOUNT NUMBER	506635-104896	**ZONE**	4-022	**STATEMENT DATE**	05/01/2020
CUSTOMER NAME	Harris Township Hall	**ROUTE**	022		
SERVICE ADDRESS	S Hwy 169 & Lakeview Dr Grand Rapids			**DUE DATE**	05/18/2020

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

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

Previous Balance		15.98
Check Payment	04/28/2020	(15.98)CR
Balance Forward		$0.00
Current Charges		
Electric		15.98
Total Current Charges:		$15.98
Current Account Balance:		$15.98
Amount Due		**$15.98**

See back of statement for details

RECEIVED 5/6/2020

Terms of Payment

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After hours, weekends and holidays .....(218) 326-4806

GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

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

UTILITY STATEMENT

Statement Date: 05/01/2020

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

Account Number	506635-104896
Statement Number	1008569
Due Date	05/18/2020
Amount Due	$ 15.98
Amount Paid	

Return this portion with Payment

GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

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

UTILITY STATEMENT

1008570

ACCOUNT NUMBER	506636-104896	**ZONE**	4-022	**STATEMENT DATE**	05/01/2020
CUSTOMER NAME	Harris Township Hall	**ROUTE**	022		
SERVICE ADDRESS	S Hwy 169 Harbor Hts Rd/Wdld PkRd Grand Rapids			**DUE DATE**	05/18/2020

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

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

Previous Balance		28.79
Check Payment	04/28/2020	(28.79)CR
Balance Forward		$0.00
Current Charges		
Electric		29.23
Total Current Charges:		$29.23
Current Account Balance:		$29.23
Amount Due		$29.23

See back of statement for details

RECEIVED
5/6/2020

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.

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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.

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After hours, weekends and holidays .....(218) 326-4806

GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

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

UTILITY STATEMENT

Statement Date: 05/01/2020

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

Account Number	506636-104896
Statement Number	1008570
Due Date	05/18/2020
Amount Due	$ 29.23
Amount Paid	

Return this portion with Payment

ITASCA COUNTY TRANSPORTATION DEPARTMENT

123 NE 4TH STREET
GRAND RAPIDS, MN 55744

(218) 327-2853

Bill To:

0170 Harris Township
Attn: Treasurer
20876 Wendigo Park Road
Grand Rapids MN 55744-

Statement:
1010

Date 4/24/2020
Page 1 of 1

Previous Balance						$0.00
Date	Description	Uom	Units	Rate	Amount	Taxable?
Current Charges						
04/23/2020	2019 / 2020 Season Snowplowing	MILES	32.41	700.0000	$22,687.00	
	05-320-5385; 86-5601 Cities/TWP Maint					
	Amount Due this Billing: $22,867.00					
Total Charges						$22,687.00
Balance Due						$22,687.00

RECEIVED
4/30/2020

COMPLETED WORK ORDER

Itasca County R&B Purchasing — **Sorted By: Work Order ID** — **4/17/2020**

WO#: 32310 **Code:** CULVERTS **Date Created:** 4/17/20 **Date Completed:** 4/15/20
Asset ID: TOWNSHIP ROAD **Model:** **Serial#:**
Description: TOWNSHIP ROADS **Schedule:** **Miles:**
Type: COUNTY ROAD **Group:** COUNTY WIDE **Budget ID:** OPERATIONS **Hours:**
Master Asset:
Assigned To: LESSARD, WILLIAM G **Requested By:** **Manual Work Order #:**
Priority: 3-Low **Permit or Property ID#:** **Road #:**
Purpose: STEAM CULVERT/HARRIS TSHP

Description Of Work

STEAM CULVERT AT 21865 MISHAWAKA ROAD

PartNo	Description	Location	Units	Unit Cost	Quantity	Total Cost	Stock
EQU STEAMER & TR	STEAMER & TRUCK / W OPERATC	SHPALL	EA	$65.00	1	$65.00	Y
Notes:							

Parts Total:	$65.00
Labor Total	$0.00
Total:	$65.00

LAW OFFICE OF SHAW & SHAW

PO BOX 365
DEER RIVER, MN 56636

Statement

Date
5/1/2020

Bill To

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

Terms	Amount Due
Due on receipt	$125.00

Date	Description	Qty	Rate	Amount	Balance Due
03/31/2020	Balance forward				250.00
04/06/2020	E-mail SEH - Woodbine Easement	0.20	250.00	50.00	300.00
04/06/2020	E-mail Layton	0.20	250.00	50.00	350.00
04/07/2020	E-mail SEH	0.10	250.00	25.00	375.00
04/28/2020	PMT #19396. MARCH BILLING - THANK YOU			-250.00	125.00

RECEIVED 5/1/2020

Current		31-60 Days Past Due	61-90 Days Past Due	Over 90 Days Past Due	Amount Due
0.00	125.00	0.00	0.00	0.00	$125.00

Phone #	218-246-8535

Grassroots Government
Minnesota Association of Townships

PO Box 267
St. Michael, MN 55376
(800) 228-0296

Invoice 108898
Date 4/30/2020
Page 1

Bill To:
Harris - Itasca County
20876 Wendigo Pk Rd
Grand Rapids MN 55744

Ship To:
Peggy Clayton
20876 Wendigo Pk Rd
Grand Rapids MN 55744

Customer ID
HARRI01

Payment Terms
Net 30

Ordered	Item Number	Description	Discount	Rate	Amount
7	GOVT-MANUAL	Town Government Manual	0.00	10.00	70.00

Subtotal	70.00
Misc	0.00
Tax	0.00
Shipping	0.00
Payment Received	0.00
Total	**70.00**

Please return this portion with your check

Grassroots Government
Minnesota Association of Townships

Make checks payables to: MAT
PO Box 267
St. Michael MN 55376

Ordered by JC

RECEIVED 5/5/2020

Bill To:
Harris - Itasca County
20876 Wendigo Pk Rd
Grand Rapids MN 55744

Invoice: 108898
Total: 70.00

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

PORTABLE JOHN

1533
DATE 05/04/2020
DUE DATE 05/25/2020

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

SHIP TO
Cemetery
River Road
Grand Rapids, MN 55744

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

JOB DETAILS
Cemetery

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

BILLING CYCLE
4/6/2020 - 5/3/2020

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

From Pokegama Avenue, go L on SE 1st Street (.3mi), becomes River Road and continue (4.8mi) to cemetery on R. Take first road and place unit by fence.

BALANCE DUE **$85.00**

RECEIVED 5/5/2020

Thank you!

We sincerely appreciate your business!

ap@portablejohnmn.com
www.portablejohnmn.com

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

PORTABLE JOHN

1534
DATE 05/04/2020
DUE DATE 05/25/2020

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

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

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

JOB DETAILS
Crystal Park

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

BILLING CYCLE
4/6/2020 - 5/3/2020

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

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

BALANCE DUE **$85.00**

Thank you!

We sincerely appreciate your business!

ap@portablejohnmn.com
www.portablejohnmn.com

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

PORTABLE JOHN

1535
DATE 05/04/2020
DUE DATE 05/25/2020

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

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

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

JOB DETAILS
Wendigo Park

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

BILLING CYCLE
4/6/2020 - 5/3/2020

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

From Pokegama Avenue, L on SE 1st Street (.3mi), becomes River Road and continue (5.6mi), R on Wendigo Road (1.9mi), R on Sunny Beach Road (.2mi) to park on R. Toilet located on Se corner of building.

BALANCE DUE **$85.00**

Thank you!

We sincerely appreciate your business!

ap@portablejohnmn.com
www.portablejohnmn.com

verizon

PO BOX 489
NEWARK, NJ 07101–0489

Manage Your Account	Account Number	Date Due
www.vzw.com/mybusinessaccount	986510508–00001	05/04/20
Change your address at http://sso.verizonenterprise.com	Invoice Number	9852498728

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

00022230
S304

Quick Bill Summary

Mar 13 – Apr 12

Previous Balance *(see back for details)*	$.00
No Payment Received	$.00
Balance Forward	**$.00**
Monthly Charges	$144.21
Usage and Purchase Charges	
Voice	$.00
Messaging	$.00
Data	$.00
Surcharges and Other Charges & Credits	$5.94
Taxes, Governmental Surcharges & Fees	$3.06
Total Current Charges	**$153.21**

Total Charges Due by May 04, 2020 **$153.21**

RECEIVED
4/24/2020

Pay from phone	Pay on the Web	Questions:
#PMT (#768)	At vzw.com/mybusinessaccount	1.800.922.0204 or *611 from your phone

verizon

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

Bill Date April 12, 2020
Account Number 986510508–00001
Invoice Number 9852498728

Total Amount Due by May 04, 2020

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

$153.21

$☐☐☐.☐☐

PO BOX 16810
NEWARK, NJ 07101–6810

98524987280109865105080000100000015321000000153219

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

INVOICE

xerox™

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

Harris Township
20876 WENGIGO PARK ROAD
GRAND RAPIDS, MN 55744

Invoice Number: 2088067
Invoice Date: 05/04/2020

Due Date: 05/24/2020
Past Due Amount: Pd → $152.69
Total Due Amount: $313.62

Contract Number: 020-0068340-001 **Months Remaining: 35**

Billing Period	Due Date	Description	Charge	Sales Tax	Amount including tax
04/24/2020 - 05/23/2020	05/24/2020	Minimum Lease Payment	$37.99	$2.61	$40.60
03/24/2020 - 04/23/2020	05/24/2020	Color Impressions	$103.30	$7.10	$110.40
03/24/2020 - 04/23/2020	05/24/2020	Black Impressions	$9.29	$0.64	$9.93
				Sub Total:	$160.93

due

Detach here and return coupon with payment

Please make check payable to: Xerox Financial Services

Amount Enclosed: $ ☐☐,☐☐☐.☐☐

INVOICE NUMBER: 2088067
Invoice Date: 05/04/2020
Contract Number: 020-0068340-001
Due Date: 05/24/2020
Amount Due: ~~$313.62~~ $160.93

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

Harris Township
20876 WENGIGO PARK ROAD
GRAND RAPIDS, MN 55744

02088067 0200068340001 068340 0000031362 7

Invoice Number: 2088067
Invoice Date: 05/04/2020

Due Date: 05/24/2020
Past Due Amount: $152.69
Total Due Amount: $313.62

Pool Details BW68340.1

Usage Period	Pool ID Description	Equipment Location	Model-SN-Cust Ref#	Previous Meter	Current Meter	Period Usage	%	Charge
03/24/2020-04/23/2020	0001 BW68340.1	21998 AIRPORT ROAD GRAND RAPIDS, MN 55744	C405 4HX811949	25374	25841	467	100.00	$9.29

Pool Summary: BW68340.1

Usage Period	Pool ID Description	Period Usage	Period Allowance	Usage Adjustment	Usage Credit	Billable Usage	Excess Rate	Charge
03/24/2020-04/23/2020	0001 BW68340.1	467	0	0	0	467	0.01990	$9.29

Pool Details COL68340.1

Usage Period	Pool ID Description	Equipment Location	Model-SN-Cust Ref#	Previous Meter	Current Meter	Period Usage	%	Charge
03/24/2020-04/23/2020	0002 COL68340.1	21998 AIRPORT ROAD GRAND RAPIDS, MN 55744	C405 4HX811949	16074	17107	1033	100.00	$103.30

Pool Summary: COL68340.1

Usage Period	Pool ID Description	Period Usage	Period Allowance	Usage Adjustment	Usage Credit	Billable Usage	Excess Rate	Charge
03/24/2020-04/23/2020	0002 COL68340.1	1033	0	0	0	1033	0.10000	$103.30

Asset Details

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

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

Ameritas
fulfilling life

EFT

April 8, 2020

VERIFICATION OF COVERAGE

Derrick Marttila

Re: Policy :

Dear Derrick Marttila:

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

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

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

Covered dependents: n/a

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

Sincerely,

Administration Department

EFT

Cancel Payment

Payment Summary **Payment: $316.50**

There are no scheduled payments.

	Payment
LCP Electric Service Account 102000853 SERVICE CENTER, GRAND RAPIDS, MN	$201.00
LCP Electric Service Account 500598750 STREET LIGHT ACCOUNT, GRAND RAPIDS, MN	$115.50
Edit Amount »	
Total Payment:	**$316.50**

Continue

Select Payment Date & Method

Payment Confirmation

Version: 12.0.1.1

MEDIACOM
BUSINESS

EFT

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

HARRIS TOWN HALL	April 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 04/24/20 through 05/23/20
See the back for details

Previous Balance	$142.63
Payments	-142.63
Bundled Services	129.95
Individual Services	5.99
Taxes and Fees	6.51
Amount Due	**$142.45**
Amount Due By	**Autopay**

AUTO-BANK PAYMENT WILL BE MADE ON 05/04/20

RECEIVED 4/24/2020

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 14 04152020 NNNNNYNN 01 000544 0002

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

April 14, 2020

Account Number: **8384922380090856**

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

Amount Due By Autopay	**$142.45**
Amount you are enclosing:	$

MEDIACOM
PO BOX 5744
CAROL STREAM IL 60197-5744

83849223800908560014245 5

Prepared For	TOWNSHIP OF HARRIS DERRICK MARTILLA
Account Number	
Statement Closing Date	04/19/20
Days in Billing Cycle	30
Next Statement Date	05/20/20

Credit Line	$2,500
Available Credit	$2,208

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

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

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

0-87 1-2

Payment Information

New Balance	$291.08
Current Payment Due (Minimum Payment)	**$25.00**
Current Payment Due Date	**05/14/20**

EFT

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

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

Account Summary

Previous Balance		$46.77
Credits	-	$19.48
Payments	-	$25.00
Purchases & Other Charges	+	$285.73
Cash Advances	+	$0.00
Finance Charges	+	$3.06
New Balance	=	$291.08

RECEIVED 4/24/2020

Rate Information

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

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	16.240%	.04449%	$229.16	$3.06	$0.00	$3.06
CASH ADVANCES	23.990%	.06572%	$0.00	$0.00	$0.00	$0.00
TOTAL				$3.06	$0.00	$3.06

Important Information

$0 - $25.00 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 05/14/20. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

See reverse side for important information.

5596 0016 YTG 1 7 13 200419 0 PAGE 1 of 4 1 0 5921 0300 BXIL 01DQ5596 37774

DETACH HERE

Detach and mail with check payable to "Wells Fargo" to arrive by Current Payment Due Date

WELLS FARGO

Transaction Details

Trans	Post	Reference Number	Description	Credits	Charges
03/20	03/21	2461043F109FHAQJB	THE HOME DEPOT #2834 GRAND RAPIDS MN		42.00
03/27	03/27	2461043F809FEZNYY	THE HOME DEPOT #2834 GRAND RAPIDS MN		27.46
04/01	04/01	7461043FD09FERMGV	THE HOME DEPOT #2834 GRAND RAPIDS MN	19.48	
04/01	04/01	2469216FD2XA1D6FG	THE HOME DEPOT 2834 GRAND RAPIDS MN		210.33
04/13	04/13	2461043FT09FAPSF8	THE HOME DEPOT #2834 GRAND RAPIDS MN		5.94
04/14	04/14	F592100FT00CHGDDA	AUTOMATIC PAYMENT - THANK YOU	25.00	
	PERIODIC *FINANCE CHARGE*		PURCHASES $3.06 CASH ADVANCE $0.00		3.06

0-67 1-2

Wells Fargo News

What can alerts do for your business?*

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