

Helga Township
Regular Meeting of Township Board of Supervisors
Minutes of
November 26, 2013

PRESENT: Don Clay-Chairman, Supervisors; Mark Lawyer, Jeff Schussman, Joanna Olson- Hammerstrom, Dale Berglund, Treasurer-Jeanie Porter, Clerk-Sue Adkins

Meeting called to order, 7:00 pm, Pledge of Allegiance recited

CONSENT AGENDA

Minutes of Oct 22 Regular Meeting

Reviewed; **Motion** made by Don Clay to approve the minutes, **Second** by Jeff Schussman, **Approved**

Minutes of Nov 5 Special Whitetail Dr Meeting

Reviewed; **Motion** made by Don Clay to approve the minutes, **Second** by Dale Berglund, **Approved**

CLAIMS LIST FOR APPROVAL/NET PAYROLL LIST

Reviewed; **Motion** made by Don Clay to approve the claims list, **Second** by Jeff Schussman, **Approved**

Treasurer's Report:

Jeanie Porter, gave the report. **Motion** made by Jeff Schussman to approve the treasurer's report, **Second** by Joanna Olson- Hammerstrom, **Approved**

Town hall:

Wayne Hoff, purchased a new coffee pot. He also received enough donations for the stage curtain and that will be put together. Also 2 office chairs have been donated. The heat has been hooked up to one duct upstairs and he has put plastic on the windows upstairs and one downstairs to help with the heat. Cleaning continues and lights have been put back up. Also, the hall downstairs will be painted. Rental interest is still coming in. He has also made signs to advertise the Christmas party; 5:30 potluck and 7:00 play. We are still in need of actors for the play. We still need fruit and peanuts for the bags. Decorating will be done Dec 15th 4:30 and Dec 20th 5:00. Andrea is still working on the historical registry for the hall. Wayne also presented the estimate for the security system from Security Plus in the amount of \$1076.23 plus an annual monitoring fee of \$240. A **Motion** was made by Jeff Schussman to except the Security Plus estimate for the alarm system, **Second** by, Don Clay, **Approved**.

Don Clay also noted we are out of fuel oil. A **Motion** was made by Jeff Schussman to fill the fuel oil, **Second** by, Mark Lawyer, **Approved**.

Road Update:

Don Clay, noted that the roads seem good and we haven't received any complaints. Grading was done just before it froze.

Land Use Report:

Jeff Schussman, noted that he is still taking quit a few phone calls. He has received CUP questions for the area out on Hwy 71. One thing he noted is he spoke with the Hubbard County Environmental office about signs. Hubbard County already has sign zoning covered in their regulations and the planning commission should look at the sign portion of Helga's ordinance to see if necessary.

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Regular Agenda

Fisher CUP:

Sue Adkins, noted that the requirement for receiving a new parcel number for the property has been met as part of the condition of the CUP and that the official Finding of Facts will be created with the legal description for signing and recording.

Cemetery Road:

Steve Bolton and Bruce Skipton are continuing to get the paperwork done for the Cemetery road, hopefully at the December meeting.

Planning Commission:

A notice is on the website and on the boards. Sue Adkins, said she received a request from the Planning Commission to have an ad placed in the BuyLine. Jeff Schussman, said he did talk to Jim Lyle and he is interested; Jim was in the audience. A **Motion** was made by Jeff Schussman to put Jim Lyle on the Planning Commission Board, **Second** by Don Clay, **Approved**. Sue Adkins, Clerk then swore in Jim Lyle to the Planning Commission board. **Motion** made by Joanna Olson- Hammerstrom to place the ad in the BuyLine for an additional member, **Second** by, Don Clay, **Approved**

Meetings Over The Holidays:

The December, 4th Tuesday for the regular meeting would fall on Christmas Eve. Also, the January, 1st Wednesday for the regular Planning meeting would fall on New Year's Day.

Motion made by Jeff Schussman to change the regular board meeting to December 17th, 7:00, **Second** by, Don Clay, **Approved**

Motion made by , Don Clay to change the regular Planning board meeting to January 8th, 7:00, **Second** by, Jeff Schussman, **Approved**

Township Assessor:

David Johnson, Assessor provided information to the board as to the assessing process and requirements. His current contract was approved by the previous board and is ongoing until one of the parties would want to opt out. He does about 20% of the township each year. He talked about some recent changes; such as there is now a requirement for him to take pictures of the houses and track signs.

Doug Miller:

A renewal application for license with Hubbard County was presented for Doug Miller for the Scrap Yard. It was asked if there were any complaints or comment, there were none. **Motion** made by Jeff Schussman to accept the renewal application for Doug Miller, **Second** by Don Clay **Approved**

Off Sale Liquor:

A renewal application for license with Hubbard County was presented for Bee Hive Liquor. No comments or complaints. **Motion** made by, Don Clay to accept the renewal application for Bee Hive Liquors, **Second** by, Dale Berglund, **Approved**

Correspondence:

Norbord, Al Killian had wood ash delivered.

Hubbard County Soil & Water, information regarding the boat inspections.

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Hooker Cabinets:

Silas Hooker presented and explained to the board an invoice and documentation of a balance due from the kitchen cabinets and trim install that he did in 2007. The invoice indicated a balance due of \$970.50. The board reviewed the information and the previous payments in the audit books. The board asked Mr. Hooker, about other jobs he has done at the hall. **Motion** made by, Don Clay to pay the balance on the cabinets in the amount of \$970.50, **Second** by, Dale Berglund, **Approved**

Silas then presented the board with a written request for information regarding previous CUPs and minutes. Discussion took place. It was discussed that the board may need to seek legal counsel on the items. Minutes content and audio of minutes were discussed. It was asked why an audio of a previously closed meeting is on the website. Silas Hooker, also turned in his keys to the town hall and asked for and was given a receipt for 2 keys.

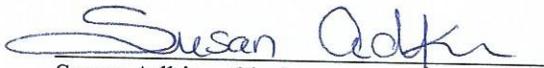
Oct 22, 2013 minutes:

Doug Crosby, requested to know what the LBAE (Local Board of Appeal and Equalization) training was for that was indicated in the minutes and also asked what the attorney fees were for this month were (543.75).

Adjourn Meeting:

Motion to adjourn made by Don Clay, **Seconded** by Jeff Schussman, **motion carried**. Meeting adjourned at 8:10 pm.

Respectfully Submitted,


Susan Adkins, Clerk


Donald Clay, Chairman