

Helga Township
Board of Supervisors
Work Session to discuss 2011 objectives
Minutes of January 13, 2011

PRESENT: Town Board Supervisors Chairman Mike Smith, Jim Autrey, Dave Christianson, Mike Sherwood, Jim Lyle. Treasurer Marilyn Pemble. Clerk Shannon Skime.

Meeting was called to order at 7 pm. The pledge of allegiance was recited.

Year End Financials (for Planning the Book of Audit Review)

Draft financial reports were prepared for the board by the clerk, and were briefly reviewed. The board discussed also having comparison summary pages prepared as had been done in prior years. These would be added to the Board of Audit book. The clerk agreed to prepare these. The following meeting dates were set for the Board of Audit and for the Budget/Levy Meeting.

Board of Audit	Date <u>Feb 8, 2011</u> Time <u>6:30 pm</u>
Budget/Levy Meeting	Date <u>Feb 8, 2011</u> Time <u>7:30 pm</u>

Roads

Road Agreement/Road policy/Grading and Plowing Contract

The board discussed that we currently have a draft road agreement for existing roads. We need to establish a road policy and a road agreement for new developments. Autrey discussed approaching the gentleman from Ten Lakes Township for advice and assistance in developing our policy and agreement. Helga Township resident Bob Klienschmidt has also indicated that he would be willing to help in the development of these documents. The board gave Autrey the authority to proceed in the development of these documents, to contact the gentleman from Ten Lakes Township and Bob Klienschmidt for assistance and to contact Troy Gilchrist on the matter when needed.

Gravel Lifts

The board discussed the option of going another year with the county contract verses creating specifications and a quote process. The general concession was to go with the county contract for at least one more year allowing the board time to create a bid/quoted process. Motion made by Mike Smith to consider the Hubbard County gravel contract for gravel in 2011, using the data from 2007 and 2009 to determine the roads to be graveled in 2011. To let the County know now that we intend to use them and to have Autrey contact Olsonowski to inform them of our intent. Seconded by Dave Christianson, motion carried.

Hidden Oaks

The board discussed the issue of the roads and drainage of the Hidden Oaks development. We have already had a study done by Karvako Engineering. Mike Karvako has agreed to help us draft specifications to obtain quotes and or bids for the work that needs to be preformed within the development. The board agreed that we have a liability in the area that needs to be addressed. They will work with Karvako to develop the specifications.

Treebark. The board discussed the matter of where Eric Johnson's development road has been illegally attached to the existing township road, Treebark. There has been discussion of two options. One deeding back some of the land at the end of Treebark to the land owners so they could control the access. Or option 2 creating a hammerhead turn at the end of Treebark and removing the throughway. Sherwood was concerned that if deeded to

Helga Township
Board of Supervisors
Work Session to discuss 2011 objectives
Minutes of January 13, 2011

the landowners the township may need to buy the land back at some point and recreate the throughway. There was further discussion on the two options. Smith said he would like to see a comparison of what it would cost to vacate and deed back the land verses adding hammerhead turnaround.

Establishment of bid process for township work

The township needs to develop a policy/process for acquiring and receiving bids and quotes. Smith and Sherwood agreed to work together on developing this.

Ordinance Rewrite

Direction for Planning Commission.

The residential and agricultural part of the land use ordinance still needs to be addressed.

The board agreed to open up the entire ordinance so the Planning Commission can work on these areas, giving them one year from the next meeting to complete.

Cemetery-

Bell tower/Fencing:

The board discussed the need to complete the bell tower. Options that are being considered include capping off the top block and creating a roof. The block should be sealed and a gate/door put in place.

At the 2009 Annual Meeting the residents passed a resolution to fence the Nary cemetery. At that time no money was allocated for this purpose. The existing CUP violations, specifically the lack of a driveway from County Road 36 of Dirk Fisher's duplex, are also causing problems at this time.

Town Hall completion/repairs/etc

Front & Back Doors/Entry

The board discussed concern that the front and back doors could be more fuel efficient. The entryway carpet is being stored until plans are made and completed for the walls and ceiling. The board instructed Skime to seek out ideas and prices from contractors for this project for the board to consider. They also asked Skime to try to compile the total already spent on remodeling the hall.

Kitchen Cabinets

Bob Klienschmidt has offered to help complete the cabinets, provided the material is available. The board will contact Bob and work on getting this done.

Phone lines/Internet

Paul Bunyan Telephone was out to the hall and has stated that there isn't a current connection from the main line to the town hall. They can run a temporary overhead line and bury it in the spring. They will do this at no charge if the board agrees to 6 months of service. Skime will bring the paperwork to the next regular board meeting.

Roof

The shingles are curling on part of the roof. The board discussed the possibility of repairing

Helga Township
Board of Supervisors
Work Session to discuss 2011 objectives
Minutes of January 13, 2011

the damaged shingles or replacing the entire roof. It appears not to be causing any leaking at this time.

Elections dates/Making clerk position appointed

Board of Canvas Meeting Wed. March 9, 2011 at 6:30 pm

Resolution to create a Absentee Ballot Board at Jan 25 Meeting

Appoint Election Judges and Ballot Board at Jan 25 Meeting

Announcements:

MAT Rural Township Meeting Jan 24, 7:30 pm at Lake Porte Town Hall, Laporte

Next Regular Board Meeting January 25th, 2011. 7pm

Next Planning Commission Meeting Feb 2, 2011 7pm

Election Tues. March 8, 2011 5-8pm followed by Annual Meeting

Spring Short Course Training: March 30, Walker, Northern Lights Casino

Adjournment

Motion made by Dave Christianson to adjourn, seconded by Mike Sherwood, motion carried.

Meeting adjourned at 8:49pm.

Respectfully Submitted

Shannon Skime, Township Clerk

Mike Smith, Chairman