

Helga Township
Regular Meeting of Township Board of Supervisors
Minutes of
August 25, 2015

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

Meeting called to order, 7:05 pm, Pledge of Allegiance recited

MINUTES:

Reviewed minutes of July 28, 2015, Regular Meeting

Motion made by Don Clay to approve the regular town meeting minutes from July 28, 2015, **Seconded** by Jim Lyle, **motion carried.**

Claims List:

Claims list and payroll reviewed Checks # 8317-8335.

Motion made by Jeff Schussman to approve the Claims list for August 25th, 2015, **Seconded** by Joanna Olson Hammerstrom, **motion carried.**

Treasurer Report:

Jeanie Porter gave the treasurer's report.

Motion made by Jeff Schussman to approve the August 25th, 2015 Helga Township treasurer's report, **Seconded**, by Don Clay, **motion carried.**

Land Use Report:

Discussion on the minimum culvert depth.

Motion made by, Don Clay to allow the Land Use Administrator or the Road Supervisor to make a determination between a 15" or and 18" culvert depending on the grade of the ditch.

Seconded by Jeff Schussman, **motion carried.**

It was discussed to possibly start the ordinance updates in October.

Road:

All the gravel is down and it is staying together great. Vine road tree and limb issue discussed. A letter will be drafted to all residents along with a letter from the school district. Jeff will check with the attorney on wording. Joanna is working on the marking of culverts and will also make a note of signs.

Levy:

Information was reviewed from budget and annual meeting regarding levy.

2016 LEVY

GENERAL FUND	83,000
ROAD & BRIDGE FUND	120,000
FIRE FUND	34,000
CEMETERY FUND	2,000
TOWNHALL FUND	<u>25,000</u>
TOTAL BUDGET	264,000

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Motion made by, Don Clay to approve the 2016 Levy as noted, **Seconded** by Jim Lyle, **motion carried**.

Pavilion:

A lock is needed for the box.

Motion made by, Don Clay for Wayne to get a lock with 10 keys for the new disconnect box for the pavilion. **Seconded** by Joanna Olson Hammerstrom, **motion carried**.

Notary:

A notary is needed for cemetery documents.

Motion made by Don Clay to have Jeanie Porter apply to be notary for a cost of \$200 plus reimburse her for mileage to Park Rapids. **Seconded** by Jeff Schussman, **motion carried**.

Nary School Inc.:

They are checking into other grants for an elevator for the hall. Wayne Hoff requested a flag pole be purchased. **Motion** made by Don Clay to recess the meeting for people to look at the site of the flag pole. **Seconded** by Joanna Olson Hammerstrom, **motion carried**. **Meeting reconvened, 7:55.**

Wayne will check on the historical requirements for the pole placement.

AED:

The quote was received and will be ordered.

Mailbox:

Nary Inc. will be putting a separate mailbox out front.

Stamp:

Jeanie Porter requested a deposit stamp for the treasurer. **Motion** made by Don Clay to allow Jeanie Porter-Treasurer to purchase a deposit stamp. **Seconded** by Joanna Olson Hammerstrom, **motion carried**.

Adjourn Meeting:

Motion to adjourn made by Don Clay, **Seconded** by Jeff Schussman, **motion carried**.
Meeting adjourned at 8:05 pm.

Respectfully Submitted,

Susan Adkins, Clerk

Donald Clay, Chairman