

Helga Township  
Regular Meeting of Township Board of Supervisors  
Minutes of  
September 26, 2017

**PRESENT:** Don Clay-Chairman, Supervisors; Jeff Schussman, Dale Berglund, Joanna Olson Hammerstrom, Jim Lyle, Treasurer-Terri Westin, Clerk-Sue Adkins  
Planning Commission members; Brian Fulk, Terri Westin, Joanna Olson Hammerstrom, David Horn

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

**MINUTES:**

Minutes of Aug 22 Reg Meeting minutes were not available to review will be reviewed in October

**Claims List:**

Claims list reviewed Checks # 8864-8881 JD Hanson bill was reviewed

**Motion** made by, Don Clay to accept the claims list from 8/24/2017 through 9/26/2017,

**Seconded** by Jeff Schussman, by a show of hands, Unanimous yeas, **motion carried.**

**Treasurer Report:**

Terri Westin gave the treasurer's report; -Total Assets: \$275,261.98

**Motion** made by Don Clay to approve the September 26, 2017 Treasurer's report, **Seconded** by Jeff Schussman, by a show of hands, Unanimous yeas, **motion carried**

Checking signatures were signed. Ready to open and checks to be ordered. A check will be written to transfer funds to Security. Do we want to keep a savings.

**Motion** made by Don Clay to move money to Security, savings will be put in with Money Market, CDs will roll over, and start the checking with \$100. Discussion **Amended:** current savings will be put in and used to start the new checking account instead of \$100, **Seconded** by Jeff Schussman, by a show of hands, Unanimous yeas, **motion carried**

**Land Use Report:**

There were 5 building permits this month and one subdivision. There have been about a third less permits this year compared to the last couple years. Forms updates tabled

**Town Hall Report:**

We have a quote for 5 windows needing repair. Bemidji Remodeling/ Cole Hensel \$318.00 materials and labor \$1250.00. McDonald & Mac submitted information for obtaining window grants. If we keep integrity we can do the window repair at this time. Discussion-Foam insulation will be used instead of the other insulation in quote. Joanna excused herself to try to get ahold of Cole.

**Motion** made by Don Clay, to accept the Bemidji Remodeling quote for \$1568 but will be changing the insulation to foam and treated lumber, so amount will change not to exceed \$1,800. **Seconded** by Jeff Schussman, by a show of hands, Unanimous yeas, **motion carried.**

Outhouse will be sent back for end of season.

A sign will be put on the dumpster about illegal dumping. People are dumping personal garbage there.

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**Road Report:**

Most of the signs are up.

Gravel done - 500 E of 98, 229<sup>th</sup> three spots patched with gravel

Corner of 255<sup>th</sup> & 470<sup>th</sup> beaver problem- Branden will check on getting a DNR permit

Branden painted the gate at the cemetery

Weed and feed was also applied at the hall and cemetery

A lift will be needed to paint the cross- to be done

**Road Brushing:**

Shawn Irvine- Brush Masters LLC, presented a quote on performing our brushing, \$140 hr, or 5,400 for 6 miles three passes both sides.

JR- was present and said his equipment could clear up tall limbs behind him if needed.

**Motion** made by Don Clay to hire Brushmasters for a cap of \$5,400 but by the hour of \$140 per hour, he will supply liability, he will start on Oct 2nd , **Seconded** by Jeff Schussman by a show of hands, Unanimous yeas, **motion carried**

**Wes Hagna:**

Attorney has given us a rough draft letter for Wes Hagna to comply. The compliance date will need to be changed to Nov 1<sup>st</sup> and put the after-the-fact.

**Motion** made by Don Clay to change the letter to apply for a CUP by Nov 1 and add the after the fact fee, **Seconded** by Joanna Olson Hammerstrom, Jeff Schussman- abstained, by a show of hands, Unanimous yeas, **motion carried.**

**Embridge:**

Line 3 will be left in place but will fill with nitrogen to seal. Embridge sent a resolution for us to approve in support of line 3. But it will be left and not done

**New Road Application:**

Tango Drive- Brad Anderson, through the middle of South Plantagenet Bay Estates

**Grader:**

All of the paperwork has been received from attorney for closing.

**Motion** made by Don Clay to sign the bond paperwork, **Seconded** by Joanna Olson Hammerstrom by a show of hands, Jeff Schussman, Don Clay, Joanna Olson Hammerstrom yeas, Jim Lyle and Dale Berglund opposed **motion carried.**

The grader is delayed but a rental will be available free of charge to us to use until ours gets here.

Tim Porter has showed interest for part time grader operator. He has driven truck, logged and farmed in the past. He has run equipment, and training is part of the purchase of the grader. Wages were discussed.

A job description will be written. We will need to have an employee manual.

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**Motion** by Don Clay to hire Tim Porter as a part time employee as motor grader operator at \$25 an hour, a job description will be written for next meeting, **Seconded** by Joanna Olson Hammerstrom, by a show of hands, Unanimous yeas, **motion carried.**

**Joint Meeting:**

We need a meeting to discuss road policy and ordinance updates. A Copy of Guthrie's road policy is available.

**Motion** by Don Clay to have a joint Planning & zoning and Board meeting on October 17, 2017 at 7:00, Seconded by Joanna Olson Hammerstrom, by a show of hands, Unanimous yeas, **motion carried.**

**Employment Tax Seminar:**

Sauk Rapids Oct 23<sup>rd</sup>.

**Motion** by Jeff Schussman to have Sue Adkins go to the tax seminar and pay her hourly wage, meals, and mileage, October 23 in Sauk Rapids, Seconded by Joanna Olson Hammerstrom, by a show of hands, Unanimous yeas, **motion carried.**

**Lortie Property:**

The property recording issue has not been resolved. They are going to take the steps to do new septic and inspections. But now they have gotten a letter from the County saying they have an illegal subdivision. They were given a copy of an earlier subdivision through the Township and it was suggested they get on the next Hubbard County agenda.

**ADJOURN MEETING:**

**Motion** to adjourn made by Don Clay, Seconded by Jim Lyle, by a show of hands, Unanimous yeas, **motion carried.**  
Meeting adjourned at 8:41 pm.

Respectfully Submitted,

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Susan Adkins, Clerk

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Donald Clay, Chairman