

Helga Township
Special Meeting of Township Board of Supervisors
Organizational Meeting Minutes of
January 5, 2016

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

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

Town Officers:

Board assignments were discussed.

Motion made by Jeff Schussman to keep the Chair and Vice Chair the same as last year (Don Clay, Chair, Jim Lyle, Vice Chair), **Seconded** by Don Clay, **motion carried**.

Discussion that the check signer would remain the same with the same officers.

Dale will continue to do Fire, and the others will freelance as needed.

LBAE training of supervisors was discussed. Dale Berglund will take the online course to be recertified because his term will expire July 2016.

Land Use Administrator:

Jeff Schussman retaining the land use administrator's position was discussed.

Motion made by Don Clay to retain the Resolution from last year naming Jeff Schussman as the LUA, **Seconded** by Joanna Olson Hammerstrom, **motion carried**.

Planning and Zoning:

The meeting times for P & Z were discussed. Work on the ordinance will be coming up.

Motion made by Don Clay to keep the Planning and Zoning meeting concurrent with the regular town board meetings with the ordinance as an agenda item, unless a special meeting is needed, **Seconded** by Jeff Schussman, **motion carried**

Employee Compensation:

Last year's resolution was reviewed and edited to create Resolution # R-01-05-2016-1 with changes of the following, Meeting reimbursement for the Township board chair \$85, and the rest of the town board at \$60, Planning and Zoning chair \$60 with the rest of the Planning and Zoning officers \$50. Also Planning and Zoning was added to the \$15 hourly rate the same as the board for out of town meetings and trainings plus mileage. An Hourly Physical Labor rate was added for \$20 an hour. Meal reimbursement was set as up to \$10 breakfast, \$15 lunch, and \$20 dinner with receipt.

Motion made by Don Clay to accept Resolution 01-05-2016-1, **Seconded** by Joanna Olson Hammerstrom; Jeff Schussman, Joanna Olson Hammerstrom and Don Clay voting for, Dale Berglund and Jim Lyle against, **motion carried**.

Meeting Dates Set:

- Board of Audit Meeting: February 11th, 7:00 pm
- Budget Meeting: March 1st, 7:00 pm
- Annual Meeting: Tuesday, March 8th, 2016 at 7:00 pm
- Local Board of Equalization TBD
- Road Review: May 3rd, 5:00 pm
- Regular Board Meetings, 4th Tuesday, 7:00 pm, Except December's meeting 12/20/16 at 7:00pm
- Organizational Meeting new board members: January 3rd, 7:00 pm

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Ordinance:

It was discussed that we should have a post card notice sent to residents regarding the meeting dates for readings of the ordinance.

Upcoming Contract:

2016 contract needs were discussed, most will need to be done in April.

Nary School Inc:

The need to sign a new lease was discussed. Also, Wayne Hoff still being a signer on some accounts was discussed.

Adjourn Meeting:

Motion to adjourn made by Jeff Schussman, **Seconded** by Dale Berglund, **motion carried.**
Meeting adjourned at 8:19 pm.

Respectfully Submitted,

Susan Adkins, Clerk

Donald Clay, Chairman