

Helga Township
Special Meeting for Township Board of Supervisors
Minutes of
January 7, 2014

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

Meeting was called to order at 7:05pm. The pledge of allegiance was recited.

Township Officers:

Board Assignments; **Motion** made by, Joanna Olson Hammerstrom to appoint Don Clay as the Chair of the town board, **Seconded by** Dale Berglund, **Motion Carried**. Don Clay abstained Discussion as to if there is anyone with a conflict of interest with being Vice Chair, **Motion** made by Don Clay, to appoint Dale Berglund as Vice Chair, **Seconded by** Joanna Olson-Hammerstrom, **Motion Carried**. Dale Berglund abstained

Road Supervisor; **Motion** made by Jeff Schussman to appoint Don Clay as Road Supervisor, Seconded by Dale Berglund, **Motion Carried**

Cemetery Supervisor; Don Clay will remain the Cemetery Supervisor. The grave digger is directed through the funeral home. **Motion** made by Jeff Schussman to appoint Don Clay to Cemetery Supervisor, Seconded by Joanna Olson-Hammerstrom, **Motion Carried**

Building Administrator; Wayne Hoff has taken over this roll and a resolution will be created to authorize him to buy necessary items.

Motion made by Don Clay to develop a resolution to give Wayne Hoff authority to order heating fuel and propane also dry goods and maintenance supplies as needed for the town hall, Seconded by Jeff Schussman, **Motion Carried**

Fire Supervisor; **Motion** made by Don Clay to keep Dale Berglund as the attending member for the rural fire association, Seconded by Jeff Schussman, **Motion Carried**

Town Hall Parking Lot:

Resolution; Dale Berglund made a motion to accept the resolution discussed at the December meeting to have Don Clay snowplow the parking lot for \$75 a time, Seconded by Jeff Schussman, **Motion Carried**

Authorize an Emergency Payment: Discussion on what can be done if an urgent payment is needed that couldn't wait for the next board meeting to approve. **Motion** made by Don Clay to approve an unusual or urgent payment of up to \$250 to be made by check with the three signatures normally required on the check, then it will have board approval after the fact at the next regular meeting, Seconded by Jeff Schussman, **Motion Carried** Resolution was signed.

Contracts 2014 :

Lawn mowing; T & K did a good job last year

Ditch mowing; Ray Ball did a great job, no problems or complaints, the culverts will be marked

Grading and Plowing; we may be able to do an extension on the current contract with Platt Gravel; 229, 219, & 500th S of 219 are the ones that need it the most

Land Use Administrator; Currently Jeff Schussman is only the interim. He doesn't want to continue in the long term. There was considerable discussion on updating the ordinance and when it can be updated and what the Planning Commission has been doing. There was discussion about having special board meetings for updating the ordinance. **Motion** made by Don Clay have a resolution to pay, Jeff Schussman as LUA a monthly stipend of \$200 and \$15

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per permit for 2014, Seconded by Joanna Olson-Hammerstrom, **Motion Carried** Jeff Schussman abstained. A special meeting will be held on February 4th to work on the ordinance.

Meeting Dates & Times:

Discussion on what days to be set for meetings.

Special Ordinance Meeting: February 4, 2014, 7:00

Board of Audit: February 11th, 2014, 7:00

Budget Meeting: March 4th, 2014, 7:00

Annual Meeting: March 11th, 2014, 7:00

Local Board of Equalization; April 17th, 9:30 am

Regular Board Meetings will be held on the 4th Tuesday of the month, 7:00

Regular Planning Commission Meetings: Tabled

Change the March Regular Meeting because of member conflict; Change to March 18th

Change the December Regular Meeting because of holiday; to December 16th

Short Courses are coming up, April 2nd

Christmas party December 20th

It was discussed that members should attend the township association meets. **Motion by Don Clay** that Don and Mark will go to the next one in Straight River, January 27th, 2014, 7:30, Seconded by Jeff Schussman, **Motion Carried**

Grants:

It was discussed if we should apply for any grants and how that would affect the historical listing that is being worked on. Joanna Olson-Hammerstrom mentioned a USDA grant that might be available.

Compensations:

Employee compensation was discussed. It was decided to leave the previous compensation resolution in place until a later date.

Activity Committee:

It was discussed that there is a need for someone to head up activities at the hall. **Motion** made by Don Clay to have Jeannie Porter designated as the Entertainment Director and assist Wayne and the Homemakers with events, Seconded by Jeff Schussman, **Motion Carried.** **Motion** made by Jeff Schussman to appoint Joanna Olson-Hammerstrom as assistant director, Second by Don Clay, **Motion Carried**

Attorney:

Our current attorney Steve Bolton was discussed and whether to continue with him – tabled. The attorney from MAT has now reached \$10,000 and now the township will share the expense of the MAT attorney. It was discussed that we will need to designate an attorney for new updates to our ordinance.

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MAT Resolution:

Minnesota Association of Townships is requesting the township to sign a Resolution of Support of a Comprehensive Omnibus Transportation Finance Bill. **Motion** made by Don Clay to approve the resolution, Seconded by Dale Berglund, **Motion Carried**

Menards:

Menards would like a new list of signers on the account. **Motion** made by Don Clay to approve Sue Adkins, Wayne Hoff and Jeff Schussman to be signers on the Menards Account, Second by, Joanna Olson-Hammerstrom, **Motion Carried**, Jeff Schussman abstained

Adjourn Meeting:

Motion to adjourn made by Don Clay. Seconded by Jeff Schussman, **Motion Carried**
Meeting adjourned at 9:05 pm.

Respectfully Submitted,

Susan Adkins, Deputy Clerk

Donald Clay, Chairman