

Helga Township
Regular Meeting of Township Board of Supervisors
Minutes of
October 23, 2018

PRESENT: Don Clay-Chairman, Supervisors; Jim Lyle, Dale Berglund, Joanna Olson Hammerstrom, Jeff Schussman, Treasurer-Terri Westin, Clerk-Sue Adkins
Planning Commission members; Brian Fulk, Jeanie Porter, Harrison Hicks, David Horn
Meeting called to order, 7:04 pm, Pledge of Allegiance recited

MINUTES:

Reviewed Minutes of Reg Meeting, Sept 25 Special Reinarz CUP, Sept 25 Special Reinarz CUP, Sept 25 P & Z Reinarz CUP, Oct 2 Special joint charter school & board minutes
Motion made by, Don Clay to approve the Regular meeting minutes of the Sept 25, 2018 Reg Meeting, **Seconded by** Jim Lyle, by a show of hands, Unanimous yeas, **motion carried.**

Motion made by, Don Clay to approve the Special Reinarz CUP minutes of the Sept 25, 2018, **Seconded by** Jim Lyle, by a show of hands, Unanimous yeas, **motion carried.**

Motion made by, Don Clay to approve the Special joint charter school & board minutes of Oct 2, **Seconded by** Joanna Olson Hammerstrom, by a show of hands, Unanimous yeas, **motion carried.**

Motion made by, David Horn to approve the Special Reinarz CUP minutes of the Sept 25, 2018 with spelling correction, **Seconded by** Brian Fulk, by a show of hands, Unanimous yeas, **motion carried.**

Claims List:

Discussion on the Claims list/payroll -reviewed – Checks #9178-9208.

Motion made by, Don Clay to accept the claims list of 9/29/2018 through 10/23/2018, **Seconded by** Jeff Schussman, by a show of hands, Unanimous yeas, **motion carried.**

Joanna will call Culligan regarding the missed delivery

Treasurer Report:

Terri Westin gave the treasurer's report -Total Assets: \$329,667.77 Loan 242,055.97

Motion made by Don Clay to the approve October 23, 2018, Treasurer's report, **Seconded by** Joanna Olson Hammerstrom, by a show of hands, Unanimous yeas, **motion carried**

Motion made by Don Clay to put maturing CD 6595 & 6596 in the money marker and let the rest renew for 12 months, **Seconded by** Dale Berglund, by a show of hands, Unanimous yeas, **motion carried**

Road Report:

Brushing done, Skime pulled out some stumps, 470th/255 Beaver culvert unplugged, Complaints regarding mud. Culvert on 269th look at

Timber Trail Dr:

Review at freeze/thaw- review at road review, petition in spring; a survey is needed maybe apron
Motion made by Don Clay to review at freeze/thaw and review at road tour, **Seconded by** Jim Lyle by a show of hands, Unanimous yeas, **motion carried.**

Hegna CUP:

Should be at November meeting

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Town miles:

Motion made by Don Clay to have clerk add .13 miles for 1st Ave to the township miles/map, **Seconded** by Joanna Olson Hammerstrom, by a show of hands, Unanimous yeas, **motion carried**

Trainings:

OAS & MAT conference.

Motion made by Don Clay to have Joanna Olson Hammerstrom attend the conference in Duluth to pay meals, mileage, hours and hotel, **Seconded** by Jim Lyle, by a show of hands, Unanimous yeas, **motion carried**

Town Hall:

Charter school is trying to locate inspector. Roof contractors have not gotten back to us yet. Window grant applications are being reviewed. Fall festival canceled. Christmas party 12/15, the board will do the bags

Clerk/Deputy Clerk:

Pending applications.

Motion made by Don Clay notify applicants that there has been a change and a clerk is no longer needed at this time, **Seconded** by Joanna Olson Hammerstrom, by a show of hands, Unanimous yeas, **motion carried**

Motion made by Don Clay add an employee web page to our site with a search, **Seconded** by Joanna Olson Hammerstrom, by a show of hands, Unanimous yeas, **motion carried**

Motion made by Don Clay to have clerk open an office account through the cooperative agreement such as Office Max/Office Depot, **Seconded** by Joanna Olson Hammerstrom, by a show of hands, Unanimous yeas, **motion carried**

Elections:

Canvas meeting. Ballot box to store at hall

Motion made by Don Clay to have the canvas meeting November 13, 2018 at 7:00 pm, **Seconded** by Jim Lyle, by a show of hands, Unanimous yeas, **motion carried**

Employees:

Clerk will develop a resolution regarding payroll. Should have a safety and PPE policy.

Cemetery:

Light not working

Motion made by Don Clay to have Jeff buy a light and fix, **Seconded** by Dale Berglund, by a show of hands, Unanimous yeas, **motion carried**

Ordinance:

Tabled

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Grader Building:

Motion made by Don Clay to find a contractor for footings for \$20,000 with 10% leeway, **Seconded** by Joanna Olson Hammerstrom, by a show of hands, Don Clay, Joanna Olson Hammerstrom, Jim Lyle yeas, Dale Berglund nay, **motion carried.**

ADJOURN MEETING:

Motion to adjourn made by Don Clay, **Seconded** by Joanna Olson Hammerstrom, by a show of hands, Unanimous yeas, **motion carried.**

Meeting adjourned at 8:18 pm.

Respectfully Submitted,

Susan Adkins, Clerk

Donald Clay, Chairman