

Helga Township  
Special Meeting of Township Board of Supervisors  
Audit-Budget Meeting Minutes of  
February 18, 2020

**PRESENT:** Jeff Schussman -Chairman, Supervisors; Don Clay, Jim Lyle, Dale Berglund, Clerk-Sue Adkins, Deputy Clerk- Mary Dufault, Treasurer- Terri Westin Supervisor Joanna Olson Hammerstrom- via skype

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

Jeff ruled Joanna ineligible to vote because she is unable to hear and everyone cannot hear or see her. He said he had spoken with an attorney and was told he had the right.

Joanna, said she did not agree, because she had spoke with the attorney at MAT and they had told her that is was acceptable to use Skype.

Don Clay asked if we had a resolution establishing administrative policy that would handle a situation like this. There is not one that is known.

**Financial Records:**

The Clerk and Treasurer presented the board financial records.

**Previous year's documents:**

- List of previous year's receipts register
- List of previous year's disbursements
- Vendors list
- List of previous year's budget/levy
- Warrants
- Bank Statements

**Motion** made by Jeff Schussman to approve the Helga Township Financial Audit as of December 31, 2019, **Seconded** by Dale Berglund, by a show of hands, Unanimous yeas **motion carried. Joanna Olson Hammerstrom not voting. Statement was signed.**

**The budget/levy was reviewed and discussed:**

Fire cost is a known increase, otherwise fund costs and revenues were close to as levied for 2019.

**Proposed 2021 Budget**

General Fund:	85,000
Road & Bridge Fund:	130,000
Fire Fund:	50,000
Cemetery Fund:	4,000
Town Hall Fund:	<u>50,000</u>
	<b>319,000</b>

**Proposed 2021 Levy:**

General Fund:	85,000
Road & Bridge Fund:	130,000
Fire Fund:	50,000
Cemetery Fund:	4,000
Town Hall Fund:	<u>50,000</u>
	<b>319,000</b>

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**Motion** made by Jeff Schussman to approve the Levy at 319,000, with the general fund as 85,000, Rd & Bridge 130,000, cemetery 4,000, Town hall 50,000 and fire at 50,000.

**Seconded** by Jim Lyle, by a show of hands, Unanimous yeas **motion carried. Joanna Olson Hammerstrom not voting.**

**Motion** made by Jeff Schussman to move 91,000 from the General Fund to the Town Hall Fund to cover the negative balance. **Seconded** by Dale Berglund, by a show of hands, Unanimous yeas **motion carried. Joanna Olson Hammerstrom not voting.**

**Adjourn Meeting:**

**Motion** to adjourn made by Jeff Schussman, **Seconded** by Jim Lyle, by a show of hands, Unanimous yeas **motion carried. Joanna Olson Hammerstrom not voting.**

Meeting adjourned at 8:03 pm.

Respectfully Submitted,

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Susan Adkins, Clerk

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Jeff Schussman, Chairman