

Helga Township
Board of Supervisors
Regular Board Meeting Minutes of
June 28, 2011

PRESENT: Chairman Mike Smith, Jim Autrey, Jim Lyle, Mike Sherwood, Dave Christianson, LUA Jim Baruth, Treasurer Marilyn Pemble, and clerk Shannon Skime.

Meeting was called to order at 7:00 pm. The pledge of allegiance was recited.

APPROVAL OF AGENDA:

The board approved the agenda with the addition of Bill Maddok & Molly Julin regarding 500th Street East of County Road 98 placing them after Hughes discussion on the vacated portion of 510th Street.

VACATED PORTION OF 510th ST

Tim and Kathy Hughes addressed the Board concerning the vacated portion of 510th St. Kathy stated that they had never been informed at the time of the vacation. She said it violated her rights and devalued the property. Autrey stated that he had discussed the issue with the township attorney. Gilchrist advised that the township would probably loose if we attempted to take the matter to court in an effort to get the road back. Smith added that the prior Board had used a method called extinguishing of a road to avoid some of the legal steps that would have been required if they had used other methods. The Hughes indicated that had hired an attorney and would be proceeding with the matter.

500th ST EAST OF COUNTY ROAD 98

Bill Maddok & Molly Julin addressed the Board concerning the improvements to 500th Street. Maddok was concerned with the appearance of the three new centerline culverts and riprap in front of his home. Christianson added that there were three options discussed and they went with the best one to prevent erosion. The Board discussed the fact that the area has had major flooding issues in the past. The Board had an engineering study done on the area and preceded with the recommendations from that report. It was also noted that the project isn't completed at this time. There is more to be done, from ditch work to seeding. Christianson will discuss the options with the engineers and the contractor.

CEMETERY

Bell Tower, Bob Kleinschmidt could not be at the meeting tonight. Smith reported that Kleinschmidt has designed a roof for the tower. He is willing to donate the labor. He priced out the materials at Menards at \$1490.71 and Bemidji Building Center at \$1500.44. In addition he will need to get some type of temporary hook designed to be used while lifting it into place. Smith will speak with Ron Mudge regarding the hook. If the Board agreed to move forward with this Kleinschmidt could do it around September, October. Gary Skime has offered to lift it in place if his equipment can do it. The Board discussed that the block will still need to be sealed and a gated door should be put in place. Smith will work on getting a quote for a gated door and Autrey will get a quote for the block sealing. The Board discussed the fact that the two quotes were similar and being that there was only a \$10 variance felt it would be better to support a locally owned business. **Motion** made by Mike Smith that we proceed allowing Bob Kleinschmidt to move forward on the roof using Bemidji Building Center for the materials. We will get quotes from Ron Mudge on the gate and on the hook to lift it, and also quotes on the

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block sealing to be presented at the July meeting. Seconded by Dave Christianson, motion carried.

LUA UPDATE & CUP ISSUES

LUA, Jim Baruth reported that he had no new LU permits this month and he had been out to Skeersick's and Kelsey's for inspections.

Mike's Auto Repair-Silas Hooker had called Mike Smith to report a complaint regarding Mike Lyle of Mikes Auto Repair. He had concerns regarding Lyle operating past the hours stated in his CUP. Baruth has spoken with both Hooker and Lyle. The Board noted that all complaints need to be made in writing and be presented to the Board prior to any follow-up or action taking place.

Fisher CUP violations- Smith had contacted County Attorney Don Dearstyne regarding Fisher's CUP violations. Dearstyne felt that it would be possible to revoke Fisher's CUP. It didn't appear that Dearstyne was prepared to take action on the matter. Smith will follow-up with Dearstyne as to taking action on Fisher's misdemeanors. The Board discussed moving forward with the additional fencing in of the Nary Cemetery property. The Board asked Skime to have Skime's Fencing contact Jim Lyle in order to obtain a quote for the project prior to the next town board meeting.

ROAD ISSUES

Hidden Oaks: JD Hanson will probably be done with his part of the project this Friday. Then his sub-contractor will come in to finish up with the seeding of the ditches. The Board instructed Christianson to do a final inspection of the work along with Karvako Engineering.

255th Ave: Christianson is waiting on one more written quote before proceeding with the project.

Summer grading- While reviewing the vouchers from Dale Vogt, Christianson found a couple of incidents where the grading had been doubled up on within the same week by two different operators. It totaled 3 hours and 55 minutes for a dollar value of \$266.33. **Motion** made by Mike Smith that in the future, when errors like this are found we will reconcile it, but the payment will not be issued until the next month. Seconded by Dave Christianson, motion carried.

Fallen Trees in Ditches: Smith received a call from the Sheriff regarding a fallen tree on 460th Street. Smith contacted Autrey, who then went out and took care of the problem. Smith was concerned that the land owners do not realize that it is their responsibility to take care of the fallen trees in the ditches. The Board discussed the issue, noting that the process to get the land owner to take care of the matter would probably be more costly than to hire a supervisor or a contractor to do it. The agreed that it would be best to bring up the issue of the laws regarding the land owner's responsibilities at the annual meeting.

Weed Control Plan: Christianson is planning on attending the meeting on Noxious Weeds in Walker tomorrow. The Board discussed the matter and determined it would be best to have the needed spraying done soon. **Motion** made by Jim Autrey to give Dave Christianson the authority to hire a contractor to do the noxious weed spraying. Christianson is to verify contractor license and insurance and confer with Mike Smith prior to proceeding with it. Seconded by Mike Smith, motion carried.

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Ditch Mowing: The Board discussed the ditch mowing for the year. The contract should be revised to include wording on the contractors responsibility for any damaged caused to culverts. Lyle is to get proposals prior to the July meeting.

TOWN HALL

Bike Trail Connection- There is no update at this time.

RETAP-Energy Audit- Sherwood is working on the information they need for the audit. They will need to look at the fuel and electric bills for at least the last 12 months.

Study of Remodel Current Building vs. New Building

FUND BALANCES

The fund balances were not adjusted at the beginning of the year. Overall the funds all have a positive balance, however internally some of the funds are showing negative balances in the checking and money market. The Skime & Pemble will work on a solution for this.

OTHER:

HF 1587, proposed legislature regarding assessors. The Board is not aware if this was passed by the legislature or not yet.

REVIEW OF VOUCHERS

The Board took a brief recess to look over the payroll vouchers. After reconvening, **motion** was made by Dave Christianson to approve the payroll vouchers, seconded by Jim Lyle, motion carried.

CONSENT AGENDA:

- 1. Claims & Claims List for Approval**
- 2. Prior Meeting Minutes, May 24th, 2011.**
- 3. Treasurer's Reports**

Motion made by Mike Sherwood to pull out the claims & Claims List for Approval from the consent agenda and approve them with the adjustment of \$266.33 decrease to Vogt's Dirt Service's payment. Seconded by Jim Autrey, motion carried

Motion made by Jim Autrey to approve the consent agenda, seconded by Jim Lyle, motion carried.

CORRESPONDENCES:

Karvako Engineering, Certificates of Insurance

Hubbard County Environmental Services, Public Hearing for Variance (June 20)

MN Revenue, Training Schedule for LBAE, October 18, Park Rapids

State Auditors Office, regarding potential government shutdown

US Dept of Commerce, instructions for accessing on-line information regarding Profile of General Population and Housing Characteristics 2010

LTAP, Newsletter

Jean Williams, e-mail from Skime to Williams regarding cemetery plot issue.

IRS, e-mail regarding increase in Federal Mileage Rates

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LAND USE ORDINANCE REVISIONS

The Planning Commission has gone through and made their proposed changes to the LUO. It has been sent to township Attorney Troy Gilchrist for review. He will also make the necessary formatting changes. He should have it ready for the next Planning Commission meeting on July 6th.

ANNOUNCEMENTS:

Summer Short Courses in Walker, June 29th,
Next Regular Board Meeting July 26th, 7pm
Planning Commission Meeting July 6, at 7pm
Township Association Meeting Mon. July 18, at 7:30? pm, Law Enforcement Center,
(go in the southwest door, down the stairs, Room B109)

ADJOURNMENT: Motion to adjourn made by Jim Autrey, seconded by Dave Christianson, motion carried.

Meeting adjourned at 9:13pm

Respectfully Submitted

Shannon Skime, Township Clerk

Mike Smith, Chairman