

Helga Township
Board of Supervisors
Minutes
September 27, 2011

PRESENT:

Chairman Mike Smith, Supervisors Jim Autrey, Jim Lyle, Dave Christianson, Treasurer Marilyn Pemble, Clerk Shannon Skime, LUA Jim Baruth.

Absent: Mike Sherwood.

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

APPROVAL OF AGENDA:

The Board approved the agenda with the addition of 2 LU permits from Baruth and a claim from Jim Michalko.

LUO/PLANNING COMMISSION UPDATE:

The Planning Commission met and made some more revisions to the Land Use Ordinance. Chairman Steve Pemble was out of town for the meeting. Todd Scofield has agreed to start updating the ordinance with the changes that were discussed and then the file will be forwarded to Attorney Troy Gilchrist. After Gilchrist has finalized the ordinance the two boards will hold a joint meeting.

LUA UPDATE & CUP ISSUES:

Jim Baruth reviewed two LU permit applications with the Board. One for Chad Myhyer for a house with attached garage on Timber Trail. The other is for John and Cindy Ness, a 30x50 garage, on 498th Street. Baruth stated that all requirements were met and the permits were approved.

ROAD ISSUES/UPDATE:

Snowplowing/Winter Maintenance.

There was only one quote received. It was from Vogts Dirt Service. The quote met the requirements the Board required in the RFQ. The Board discussed the quote. They are concerned that the contractor will be able to meet the time frame set in the RFQ. They also discussed at what point, how many inches of snow fall, should we have the contractor plow. It was decided that the contractor should plow after 3 inches of snow fall. The Board will incorporate the time frame requirements into the final contract. **Motion** made by Mike Smith to give Dave Christianson the authority to finalize negotiations with Dale Vogt and to give Mike Smith and Mike Sherwood the authority to finalize the contract. Seconded by Jim Autrey, motion carried.

Road Policy.

Jim Autrey has been trying to work with Freeberg and Grund and also Karvakko to get estimates on costs for finalizing the Road Policy. He is waiting on replies.

RURAL FIRE ASSOCIATION

The Rural Fire Association held a meeting September 22. Mike Smith reported on the Association meeting. The Association and the City of Bemidji went out last spring contracted an independent consultant to look at options and to give some perspective as to how the department is functioning. The department functioning came back very favorable. The heart of the study

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was that we are currently under a contract and are being provided services under that contract. In the past there has been two times when they didn't know if they'd be able to successfully renew the contract and there was talk of splitting off the Rural Fire Association. The effort was to look at what other options there was. The consultants looked at leave it as it is, creating it's own district which creates it's own tax identity, or the third option is to create a joint planning entity where the rural would have more direct say. Right now the City of Bemidji totally controls the fire department. There is nothing in the contract that prevents them from cutting staff or controls how they purchase or retire equipment outside of what we as the Rural Association own. The joint planning board would create a structure that would allow the rural to have a say in those types of decisions. The City of Bemidji contributes about 55 cents of every dollar and the rural contributes 45 cents. It is projected that in 5-10 years we maybe paying over half the bill. And if it remains the same we will still have no say. We were given one hard copy of the study and a copy on CD that the clerk will distribute to the Board members. The Township will need to have a decision on how they would like to proceed by December 31st. We will keep it on the agenda through that time in. They are using the following parameters for a cost basis, building values, population, and 5 years statistical call/response data. Board members should review the study and be prepared to continue the discussion at the next regular board meeting.

CEMETERY ISSUES:

Bell Tower Update.

Mike Smith reported that roof has been placed on the bell tower. Thanks to Ron Mudge, Jim Autrey, and Bob Kleinschmidt who all contributed to loading the roof on the trailer. Diversified Builders were hired to lift the roof into place and everything went well. The roof was built by Bob Klienschmidt and all hours were done on a volunteer basis. The painting and sealing still needs to be done, but this will depend on the weather as to when it can be completed.

ASSESSOR

The Board has been evaluating the option of hiring the assessor as an employee verses continuing to have them on an independent contractor basis. If the assessor continues on the basis of independent contractor she would need to provide proof of liability insurance. If we employee her, the township would incur the additional cost of insurance, Social Security, Medicare, and PERA at 7.2%. Deb Tuck the current assessor is willing to work for the township as an employee and adjust her wage for the additional cost the township would have to pay. She would not request the township pay mileage. She would like to be paid monthly. The Board discussed this and would prefer to pay her on a quarterly basis, at a total rate of \$11,000 per year, salary minus SS, Medicare, and PERA. Mike Smith will discuss this with her and we will ask her to come to the November meeting of the Board.

TREASURER

Riverwood Bank 12 CD: Treasurer Pemble addressed the Board regarding the Riverwood Bank CD. It is the only thing we currently have at Riverwood. All other township funds are at TruStar. She would like to move the CD to TruStar and add it to an existing CD. The funds are 09-27-2011-RTBM-Approved-minutes09-27-2011-RTBM-Approved-minutes

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marked for the cemetery and she could add to the other cemetery fund CD at TruStar.

Motion made by Dave Christianson to move the current Riverwood Bank CD to TruStar.
Seconded by Jim Lyle, motion carried.

DEPUTY CLERK POSITION

Skime had received three resumes. All three were very qualified. She is going to be following up on them this week.

REVIEW VOUCHER/CLAIMS:

***with the addition of Diversified Builders and Jim Michalko.**

The Board reviewed the vouchers and claims with the 2 additional claims. Diversified Builders had been approved based on the quote last month.

CONSENT AGENDA:

- 1. Claims List for Approval/Net payroll list**
- 2. Meeting Minutes of August 23, 2011**
- 3. Treasurers Reports:**

The Board members had received and reviewed the consent agenda via e-mail prior to the meeting. There was discussion on the minutes of August 23rd. Under the Old Nary Store property, the clerk should strike out “electric” and add “water and removal of bathrooms”.

Motion made by Jim Autrey to approve the consent agenda with the amendments to the minutes as discussed. Seconded by Dave Christiansen, motion carried.

ROAD ISSUES

Gravel: The township has not received the billing from Andersons for the graveling. The discount they offered due to some of the gravel being substandard does not appear to be adequate to cover the additional cost the township may incur. The clerk has been directed not to process the claim until they have had a chance to review and approve it.

Grading: We are approaching the end of the grading season and may not need to grade at the same pace as during the summer months. The Board asked Christiansen to monitor this and use his best judgment.

CORRESPONDENCES:

Truth In Taxation Information---to be returned to the County Auditors office

The clerk will fill this out and return it to the Auditors office

Country Insurance Policy changes (no longer applicable)

Various e-mails from month

CLAIMS:

The clerk reminded the Board that the claim from Jim Michalko was in the claims they reviewed, but was not part of those in the consent agenda. **Motion** made by Jim Autrey to pay Michalko’s claim. Seconded by Dave Christianson, motion carried.

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ANNOUNCEMENTS:

Township Legal Seminar Sat Oct 8, 9am – 4pm, Walker Area Community Center
Planning Commission meeting October 5, CANCELED
Next Regular Board Meeting Oct 25th 7 pm.

ADJOURNMENT:

Motion made by Dave Christianson to adjourn, seconded by Jim Lyle, motion carried.

Meeting adjourned at 8:07pm

Respectfully Submitted

Shannon Skime, Township Clerk

Mike Smith, Chairman