

Helga Township
Special Meeting of Township Board of Supervisors
Organizational Meeting Minutes
1/3/2023

Present – Donald Clay, Kip Reinarz, Harrison Hicks, Jeanie Porter, Alicia Christopheren, Keith Kinnen, Joanna Hammerstrom (Via Zoom) and Becky Reinarz.

Pledge of Allegiance – 7pm

Meeting called to order by Jeanie Porter

Assign Duties for Supervisors

Harrison Hicks motions for Donald Clay as Chairman, Kip Reinarz seconds. Unanimous consent approved.

Kip Reinarz motions for Keith Kinnen as Vice Chair, Donald Clay seconds. Unanimous consent approved.

Kip Reinarz motions for Donald Clay for Cemetery Supervisor. Harrison Hicks seconds. Unanimous consent approved.

Harrison Hicks motions for Joanna Hammerstrom town hall supervisor. Kip Reinarz seconds. Unanimous consent approved.

Don Clay motions for Harrison Hicks as Fire Supervisor. Kip Reinarz seconds. Unanimous consent approved.

Kip Reinarz motions for Donald Clay as Road Supervisor. Keith Kinnen seconds. Unanimous consent approved.

Kip Reinarz motions for Keith Kinnen as Deputy Road Supervisor. Joanna Hammerstrom seconds. Unanimous consent approved.

Don Clay motions for check signing authority. Jeanie Porter, Alicia Christophersen, Aric Porter, Keith Kinnen, and Donald Clay. Seconded by Kip Reinartz. Motion Carries unanimous consent.

Don Clay motions for LBAH for Harrison Hicks, Donald Clay, and Kip Reinartz. Seconded by Donald Clay. Motion approved unanimous consent.

Harrison Hicks motions for Keith Kinnen to be Land Use Supervisor. Seconded by Don Clay. Motion approved unanimous consent.

Don Clay motions for Kip Reinartz as Heritage Park Supervisor. Seconded by Harrison Hicks. Motion approved unanimous consent.

Set Pay for Township Employees

Don Clay motions to set pay for Grader Operator to \$35.00 per hour capped for the next 2 years, Kip Reinartz seconds. Motion approved unanimous consent.

Don Clay motions to set Treasurer pay to \$25.00 per hour, plus \$65.00 per meeting, seconded by Kip Reinartz, Motion approved unanimous consent.

Don Clay motions to set Clerk pay to \$25.00 per hour over 40 hours worked per month. \$25.00 per hour for training, a \$800.00 stipend per month, \$65.00 per meeting, and \$50.00 for minutes. Seconded by Kip Reinartz. Motion approved unanimous consent.

Don Clay motions to set Election worker pay to \$20.00 per hour. Seconded by Keith Kinnen. Motion approved unanimous consent.

Don Clay motions for Supervisor pay per meeting \$65.00, Chairman stipend \$500.00 per month (no meeting pay). Seconded by Keith Kinnen. Motion approved unanimous consent.

Don Clay motions for planning and zoning commission pay \$50.00 per meeting. Seconded by Harrison Hicks. Motion approved unanimous consent.

Don Clay motions for Property Manager pay \$25.00 per hour, \$50.00 per meeting. Seconded by Harrison Hicks. Motion approved unanimous consent.

Don Clay motions for general township labor set to \$25.00 per hour. Seconded by Kip Reinartz. Motion approved unanimous consent.

Don Clay motions to set pay for milage to \$0.625 per mile. Seconded by Kip Reinarz. Motion approved unanimous consent.

Don Clay motions to set Budget Meeting for Feb 21st at 7pm. Seconded by Harrison Hicks. Motion approved unanimous consent.

Don Clay motions to set annual meeting to March 14 at 7pm. Kip Reinarz seconds. Motion approved unanimous consent.

Don Clay motions for legal notices to put on Helgatownship.com, the Bemidji Pioneer, and the Town Hall notice board.

Don Clay motions for annual polling place to be held in person at the Helga Town Hall for all persons in the township. Seconded by Joanna Hammerstrom. Motion approved unanimous consent.

Don Clay motions for a resolution 01-03-2023-1 for Kip Reinarz be contracted for snow removal. Seconded by Keith Kinnen. Resolution approved unanimous consent.

Don Clay motions for resolution 01-03-2023-2 for Keith Kinnen be appointed as a land use administrator above and beyond duties of land use supervisor for Helga Township. Seconded by Kip Reinarz. Resolution approved unanimous consent.

Motion to adjourn by Harrison Hicks. Seconded by Kip Reinarz. Meeting adjourned.