



## Agenda

Helga Township Special Meeting Board of Supervisors

Organizational Meeting January 6th, 2026

Present-

Pledge of Allegiance

Assign Duties for Supervisors

- ❖ Chair
- ❖ Vice Chair
- ❖ Land Use Administrator
- ❖ Road Supervisor
- ❖ Assistant Road Supervisor
- ❖ Nary Heritage Park Supervisor
- ❖ Town Hall Supervisor
- ❖ Cemetery Supervisor
- ❖ BFRA Rep

Assign Check signing authority

Set Pay for Township employees

- ❖ Treasurer Pay
- ❖ Clerk Pay
- ❖ Deputy Clerk
- ❖ Election Worker
- ❖ Grater Operator
- ❖ Ice Rink Attendant
- ❖ Permit fees and Land Use Administrator pay
- ❖ Property Manager
- ❖ General Township Labor
- ❖ Supervisor meeting pay
- ❖ Planning and zoning commission pay
- ❖ Mileage pay.

Set day/time for monthly

- Board meetings
- Planning commission



Set Date for Budget Meeting

Set Date for Board of Audit

Set Date for Annual Meeting

Set Date for Land Use Ordinance Work Session

Legal Notice posting

Set Polling Place