



MINUTES

Helga Township Special Meeting Board of Supervisors

Organizational Meeting January 6th, 2026

Present- Supervisors: Kip Reinarz, Keith Kinnen, Joanna Olson- Hammerstrom(via Owl), Jeanie Porter

Clerk: Kathy Skinner, Treasurer:Alicia Mueller, Property Manager: Becky Reinarz

Guest: Dennis Barrett

Absent-Harrison Hicks

Kip Reinarz called the meeting to order at 7:00 PM and the Pledge of Allegiance was recited.

Assign Duties for Supervisors

Keith Kinnen made a motion for Kip Reinarz to remain board chair. Seconded by Jeanie Porter. Motion carried unanimously.

Kip Reinarz made a motion for Keith Kinnen to remain vice board chair. Seconded by Jeanie Porter. Motion carried unanimously.

Kip Reinarz made a motion for Keith Kinnen to be Land Use Administrator. Seconded by Jeanie Porter. Motion carried unanimously.

Kip Reinarz made a motion for Keith Kinnen to be Road Supervisor. Seconded by Joanna Olson-Hammerstrom . Motion carried unanimously.

Keith Kinnen made a motion for Jeanie Porter to be Assistant Road Supervisor. Seconded by Kip Reinarz . Motion carried unanimously.

Joanna Olson-Hammerstrom made a motion for Kip Reinarz to be the Nary Heritage Park Supervisor. Seconded by Keith Kinnen. Motion carried unanimously.

Kip Reinarz made a motion for Joanna Olson-Hammerstrom to be Town Hall Supervisor. Seconded by Keith Kinnen. Motion carried unanimously.

Keith Kinnen made a motion for Kip Reinarz to be the Cemetery Supervisor. Seconded by Jeanie Porter. Motion carried unanimously.

Kip Reinarz made a motion for Harrison Hicks to be the BRFA Representative. Seconded by Jeanie Porter. Motion carried unanimously.

Kip Reinarz made a motion for Joanna Olson-Hammerstrom to be the Noxious Weed Supervisor. Seconded by Keith Kinnen. Motion carried unanimously.



Assign Check signing authority

Kip Reinarz made a motion to give Kip Reinarz, Keith Kinnen, Kathy Skinner and Alicia Mueller check signing authority for 2026. Seconded by Joanna Olson-Hammerstrom. Motion carried unanimously.

Set Pay for Township employees

Kip Reinarz made a motion to keep pay for the Treasurer(\$35/hour), Clerk(\$1000/40 then \$25/hr), Deputy Clerk(\$30/hr), Grader Operator(\$40/hr), Ice Rink Attendant(\$15/hr), Land Use Administrator(\$30/hr), Property Manager(\$30/hr), General Township Labor(\$30/hr), Supervisor meeting pay(\$65) and Planning and Zoning meeting pay(\$65) the same as 2025. Additionally, Permit fees will remain the same. Seconded by Keith Kinnen. Motion carried unanimously.

Kip Reinarz made a motion to set Election Worker pay at \$30 per hour for 2026 and set the mileage rate at the federal rate of \$0.725/mile. Seconded by Keith Kinnen. Motion carried unanimously.

Set day/time for monthly

Board of Supervisors Meetings

Kip Reinarz made a motion that regular board meetings will occur on the fourth Tuesday of the month, except for December(December 15), at 7 pm. Seconded by Keith Kinnen. Motion carried unanimously.

Planning and Zoning

Kip Reinarz made a motion that regular Planning and Zoning meetings will occur on the fourth Tuesday of the month, except for December(December 15), at 7:00 pm. Seconded by Keith Kinnen. Motion carried unanimously.

Set Date for Budget Meeting Feb 25, 2026

Kip Reinarz made a motion to set the budget meeting for the end of the regular board meeting on February 24, 2026. Seconded by Jeanie Porter. Motion carried unanimously.

Set Date for Board of Audit March 3, 2026

Kip Reinarz made a motion to set the Board of Audit meeting for March 3, 2026 at 7PM. Seconded by Jeanie Porter. Motion carried unanimously.

Set Date for Annual Meeting March 11, 2026

Kip Reinarz made a motion to set the Annual Meeting for March 10, 2026 at 7 PM. Seconded by Joanna Olson-Hammerstrom. Motion carried unanimously.



Set Date for Land Use Ordinance Work Session

Tabled

Legal Notice posting

Kip Reinarz made a motion that the Bemidji Pioneer and Helga Township Website and the Posting Board outside the Hall entrance will be the legal notice posting venues for 2026. Seconded by Keith Kinnen. Motion carried unanimously

Set Polling Place

Polling place has not changed so no motion is needed.

Resolutions

LBAE

Kip Reinarz made a motion to approve Resolution R-01-06-2026-5 to have the Local Board of Appeal and Equalization meeting in person at the Helga Town Hall. Seconded by Keith Kinnen. Motion carried unanimously

BFRA

Tabled until January Meeting

Land Use

Tabled until January Meeting

Adjourn

Kip Reinarz made a motion to adjourn the meeting at 7:24 PM. Seconded by Jeanie Porter. Motion carried unanimously

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Kathy Skinner", written over a horizontal line.

Kathy Skinner, Clerk

A handwritten signature in black ink, appearing to read "Kip Reinarz", written over a horizontal line.

Kip Reinarz, Chairman