



REGULAR MEETING MINUTES

HELGA TOWNSHIP 25895 Co 9 BEMIDJI, MN

April 28th, 2026 at 7:00 p.m.

Present: Kip Reinarz, Joanna Hammerstrom-Olson(virtual), Keith Kinnen, Harrison Hicks, Jeanie Porter ,
Treasurer: Alicia Mueller, Property Manager: Becky Reinarz; Planning and Zoning Commission: Chris Heck,
Dana Gellately

Absent: P and Z: Kurt Fenner; Clerk: Kathy Skinner

Guests: Mike Karvakko, Sarah Karvakko, Deputy Petrie, Jeff Schussman, Dave Kahlstorf, Jake
Shaughnessy(SWCD)

CONSENT AGENDA

Kip Reinarz **called the meeting to order** at 7:10 PM and the pledge of allegiance was recited.

Review and Approve Regular Minutes from March 24th, 2026; CUP minutes from March 24th, 2026

Motion: Kip Reinarz made a motion to approve the regular meeting minutes from 3/24/2026 and the CUP
meeting minutes from 3/24/2026. Keith Kinnen seconded. Motion passed unanimously.

Claims list for approval-Check # 12026-12040 and ; Payroll # 12017-12025, 12041 & 12042

Motion: Kip Reinarz made a motion to approve the claims list Check #12026-12040 ; Payroll # 12017-12025,
12041 & 12042 removing checks 12031(Column Software) and 12032(Culligan) for further review. Harrison
Hicks seconded. Motion passed unanimously.

Treasurer Report for March 31st, 2026

Total Assets: 455,672.56

15 % of budget spent

Motion: Kip Reinarz made a motion to approve the treasurer's report from 03/31/2026. Harrison Hicks
seconded. Motion passed unanimously.

Land Use Report

1 permit request this month.

Board discussion: Keith will check into the legality of having the board CUP meeting during the regular
meeting.

Town Hall Report

Painting May 11 and 12. The building will be closed

Need to hire a new cleaner:



Motion: Keith Kinnen made a motion to hire an interim cleaner for up to \$60/hour while a full time cleaner is sought. Harrison Hicks seconded. Motion passed unanimously.

Fire Report

No new information

Road Report

Culvert Replacement on 470th

- o Jake Shaughnessy for Hubbard County SWCD visited to talk about a project to replace the culvert on 470th and 255th. This would be a joint DNR/SWCD project. Jake was asking if the township is interested in pursuing the project. The township would facilitate the permitting process. Potential for no cost to the township. The Board is interested and the SECD will proceed with the research. Jake will be back in the fall to talk with the Board.

Dave has been grading. Roads look good.

Kip will stop at Zeigler to Dave to the township account.

REGULAR AGENDA

OTHER BUSINESS

Voter Account Letter

Motion: Harrison Hicks made a motion to return the check to Hubbard County. Kip Reinartz seconded. Motion passed unanimously.

Insulate Floor Drain in Grader Building

Motion: Kip Reinartz made a motion to hire Dave Speck to insulate the pipe from the grader building to the holding tank. Time and Materials will be paid. Harrison Hicks seconded. Motion passed unanimously.

Tools for Grader Building

Motion: Kip Reinartz made a motion to purchase tools for the grader building (battery operated grease gun, hot water pressure washer, and an air compressor) for up to \$6000.. Keith Kinnen seconded. Motion passed unanimously.

Fuel Storage Tank

More research is needed. Kip will check on the legalities of having a fuel tank on site.

Window Cleaning Quote

Motion: Kip Reinartz made a motion to hire David Sundheim to clean the exterior surface of the windows for \$575.00. Harrison Hicks seconded. Motion passed unanimously.

Schedule Road Tour



May 12, 2026 at 5:30 PM

Other information

Kip talked to the County Assessors Office and the LBAE meeting will not be in the hall this year because there was not a quorum of the board present last year.

Adjourn Meeting

Motion: Kip Reinartz made a motion to adjourn the meeting at 8:18 pm. Harrison Hicks seconded. Motion passed unanimously.

LBAE Meeting May 1-8 by appointment at the Hubbard County Government Center

Board Meeting May 26th, 2026 @ 7:00 p.m.

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

Kathy Skinner, Clerk

A handwritten signature in cursive script, appearing to read "Kip Reinartz", written over a horizontal line.

Kip Reinartz, Chairman