

Hay Creek Township Monthly Meeting Minutes

April 1, 2026, at 6:00 PM

Zoom Meeting

Meeting Called to Order- 6:00 p.m. by Brian. Larry, Brian, Jeff, Claudia, Scott, and Brandy were in attendance.

Tax Equalization Meeting- Board of Adjustment: Explanation of process by Scott. Three residents have requested to have their property evaluated again at the meeting by the board.

Scott Peterson, Assessor

a. Public invited to speak

- Steve Denn- 8160 Acata Drive: Owner not in attendance. Manufactured home built on permanent concrete foundation (slab on grade), with two detached garages. After discussion, appeal to adjust 2025 assessed property values is denied. Jeff moves to accept assessed value as indicated, Larry seconded. Motion passed.
- Jeff Evink 3514 Palmer Place: Owner not in attendance. After discussion, appeal to adjust 2025 assessed property values is denied. Motion to deny appeal and to accept assessed value by Jeff, seconded by Larry. Motion passed.
- Mark Fleck – 6511 Leisure Lane: Owner not in attendance. After discussion, appeal to adjust 2025 assessed property values is denied. Motion to approve assessed value by Jeff, seconded by Larry. Motion passed.
- Libby Friedt 531 Crestland Place: Assessed value was in the upper limits of recent home sale value. Scott will adjust the values for next year and successive years to be with guidelines.
- Terry Winings- 8015 Northwood Drive: Assessment is within the current parameters and will stand for this year.

b. Adjourn and reconvene monthly meeting. 6:46 PM Adjourn Board of Adjustment.

- II. Agreement on Agenda- No changes. Move to accept agenda by Larry, seconded by Jeff. Unanimous.
- III. Select Supervisor Chair- Motion by Larry to nominate Brian, seconded by Jeff. Unanimous.
- IV. Elect Road Supervisor- Motion by Jeff to nominate Brian as road supervisor, seconded by Larry. Unanimous.
- V. Minutes from March reviewed. Jeff made a motion to approve minutes, seconded by Larry. Unanimous.
- VI. Treasurer Reports
 - a. Bills Payable- Report by Brandy
 - b. Account Balance- Report by Brandy -Motion by Larry to accept financial statements, seconded by Jeff. Unanimous.
- VII. Reports-
 - a. Assessments- Scott Peterson- 11 calls regarding assessment values, 3 of those, who wished to continue appeal to the board were reviewed this evening, however the

constituents in question were not in attendance. Two additional reviews completed this evening with no changes to assessed value.

- We have had 9 new building permits this past month.
- We have 61 properties with new or ongoing construction.
- We have 2667 parcels in Hay Creek.
- 27 miles driven
- 65 hours worked

b. Roads- See below under constituent calls.

c. Constituent Calls/Reports- Larry reported a constituent call with an oil or hydraulic fluid leak in a constituent yard and in the Foxhaven development from Burleigh County grader, the county has agreed to take care of the issue to the yard of the constituent.

Frozen culvert call taken care of by Burleigh County.

Rolling Ridge road- road blowout. Burleigh County fixed the area.

Circle K estates- Sapphire Road and Moonstone. Chip seal scheduled for this year. Wild growing trees close to the road and the roots are up heaving the road. Will continue to monitor and possibly reassess Burleigh County.

d. Planning and Zoning Committee Report, MPO, Water Board updates. No updates.

VIII. Unfinished Business-

- a. OHV (off-highway vehicle): County Commission Updates- Meeting Monday with a public hearing scheduled.

IX. New Business-

- a. Public Input- None
- b. Annual Meeting Review: Meeting was well attended. Mill levy remains 12.
- c. Discuss website update process and board contact information: Previously used TAO to host the website. Jeff will complete updates to website, but we will continue to utilize TAO to host the website.
- d. Discuss process of posting meeting minutes: Question as to why draft meeting minutes have been posted historically. No criteria requiring drafts to be posted. Discussion only.
- e. Township bank accounts: Board decision to remove Mary from the account and add Brian and Claudia to the account with Claudia having debit card access.
- f. New ACH originator rules: Increase in fraud with wires and businesses seen nationwide. All ACH originators must have fraud controls. Moving forward we will not accept payment information changes without a secondary in person verification step.

X. For the Good of the Order-

- Next meeting, Wednesday May 6, 2026, at 6:00 P.M. via Zoom.

XI. Adjournment: 7:57 PM meeting adjourned. Motion to adjourn by Larry, seconded by Brian.

Respectfully submitted,

Claudia Kuball

Hay Creek Township Clerk