

Hay Creek Township Monthly Meeting Minutes

February 4, 2026, at 6:00 PM

Zoom Meeting

Meeting Called to Order- 6:01 p.m. by Mary. Doug, Larry, Claudia, Scott, and Brandy were in attendance.

- I. Agreement on Agenda- No changes.
- II. Minutes from January reviewed. Larry made a motion to approve minutes, seconded by Mary. Unanimous.
- III. Treasurer Reports
 - a. Bills Payable- Report by Brandy
 - b. Account Balance- Report by Brandy -Motion by Larry to accept financial statements but hold off on the deposit from Dave Pearce, seconded by Doug. Unanimous.
- IV. Reports-
 - a. Assessments- finishing up yearly assessments. Letters going out to homeowners with future tax information. Motion to approve payment of postage and printing of new legislature Century Code required notification to property owners of tax notice, and moving from assessors' responsibility to the township. Motion by Larry and seconded by Doug.

- We have had 7 new building permits this past month.
- We have 59 properties with new or ongoing construction.
- We have 2667 parcels in Hay Creek.
- 124 miles driven
- 83 hours worked

Scott noted it's been March of 2023 since he had received a raise from the township. Currently, Scott is making annual salary of \$30,600 monthly payment of \$2550.08. 2.5% would be \$765 additional per year. Contract of annual salary with a monthly payment to include expenses of driving mile, professional development, tax program with upgrades responsibility of Scott.

Motion by Larry for a 3% (new monthly rate \$2626.58 or \$31,518.99 annually) increase for Scott to start next month (March), seconded by Doug. Unanimous.

- b. Roads- Update Meeting with Burleigh County Highway Department- SAD Project: Ponderosa Village- the neighborhood received a 60% signature requirement. Plan is to asphalt all gravel roads in the neighborhood. The county requested that we assist with the gravel base for that neighborhood. There is no estimate at this time, hopefully April the costs will be known. Resolution from Township requested. Motion by Doug to provide the resolution and payment approval of gravel project, seconded by Larry. North Star Acres Road new speed limit sign.
 - c. Constituent Calls/Reports- None

- d. Planning and Zoning Committee Report, MPO, Water Board updates. Email regarding ETA changes provided to Mary, and it will be on Feb 11 agenda. The county would like advisory committee regarding comments, Mary asked to join.
- V. Unfinished Business-
- a. Fernwood Drive Dust Control Billing- \$4952.52 bill from county. Dust control applied early August. Meeting was scheduled with highway department. The county was notified that they cannot apply chloride without consent from the board. They discussed applying credit to the township toward a chloride application for Fernwood Drive. Mary proposed returning \$2000.00 back to Dave for the errored chloride application; partially as a thank you for taking care of the maintenance and a gesture of thanks for being a part of the community. Motion from Larry to return the \$2000 back to Dave for the errored chloride application, seconded by Doug. Unanimous.
- VI. New Business-
- a. Public Input- None
 - b. Annual Township Budget Organizing- Seal coat project submitted by Mary, no bids received. Circle K, Fox Haven, Selland Loop, scheduled; North Moonstone would be included if we can afford to do it. Crack seal is done on odd years for the township. Damage to roads with changes in weather, there is prediction for additional road damage. Mary proposed a \$50,000 budget increase for road repairs. Larry made a motion to approve the \$50,000 budget increase, seconded by Doug. Unanimous.
 - c. Annual Meeting Planning, Date, Request Residents/Taxpayer List for Voting updates. Date March 10, 2026, at Holy Cross Church. Newsletter prepared. Mailers to be sent out.
 - d. OHV Update: Meeting with Burleigh County Commission. HB 1346 giving the township the authority to change the ordinances. The hope is the city ordinance is being modeled by the township. Goal is OHV 12- to 15-year-old will not be allowed, only licensed 50 in or wider base, street legal vehicles on roads with minimum age 16-year-old drivers, street legal vehicles and on the road only; no dirtbikes or unlicensed vehicles will be allowed.
 - e. Application for abatement- Lance Rambousek- Motion to approve 2024 and 2025 Tax Abatements for the Lance Rambousek by Larry, seconded by Doug. Unanimous.
- VII. For the Good of the Order-
- Next meeting, Wednesday March 4, 2026, at 6:00 P.M. via Zoom. Annual meeting scheduled for March 10, 2026, at Holy Cross Church.
- VIII. Adjournment: 7:40 PM meeting adjourned.

Respectfully submitted,

Claudia Kuball

Hay Creek Township Clerk