

Helena Township Board of Supervisors Workshop Meeting Minutes

Minutes of December 27, 2022 | New Prague Fire Hall

Call to Order Workshop Monthly Meeting was called to order by Chairman Edward Nytes at 6:03 p.m.

Present IN PERSON: Chairman Edward Nytes, Supervisor Duane Deutsch, Clerk Heather Taylor DuCharme, and Road Overseer Jeff Haag. BY PHONE: Supervisor John Wermerskirchen.

Road Overseer Report

1. Speed Limit Sign on St. Benedict. Looks like someone hit it. It is still visible but will need to be fixed in the spring.
2. 240th. Resident on 240th called regarding plow blade on road. Supervisors advised Road Overseer to request plow driver not have blade down past fence.
3. Silver Maple Drive. Snow berm from plow blocks trail opening. Three Rivers Parks may need to come out and clear.
4. 270th. Call by resident to have plow come back for missed portion of road.

Old Business

1. Road Study Meeting Review. Supervisors discussed road study presentation. Engineer and attorney presented well. Good discussion by and with residents.
2. KML Hearing. Koeper/Mark/Lucy informational hearing reviewed by Supervisors. Engineer presentation was well done. Provided copies of schedule from PowerPoint presentation to Supervisors for reference.
3. Future Hearings/Meeting. Proposed policy to have people attending hearings (and possibly meetings) put their names on a signup sheet and be called on to talk and take turns talking using the signup sheet. Proposal made for time management at hearings and minute taking.

New Business BlueCross and Blue Shield / National Fitness Campaign Grant. Discussed fitness court grants and information obtained by Clerk that Clerk forwarded to contact at Scott County. Grant is \$50,000 with an approximate \$105,000 match needed and the location NFC would want is at Cedar Lake Farm Regional Park.

Other Business

1. Resolution. Motion to accept and approve Resolution No. 12272022 – Resolution Designating Annual Polling Place by Nytes/Deutsch; carried unanimously.
2. Land Use Permit. Clerk advised Supervisors that Keith Deutsch emailed about a land use permit and township recommendation.
3. Payments. Clerk advised Supervisors about payments received by Township from State of Minnesota for township aid and agricultural credits.
4. Scott County. Clerk advised Supervisors about Scott County Capital Improvement Program email and 2023 initial assessment roll and certification.
5. Mylar Signing Policy. Supervisors and Clerk decided the township policy will be that all mylars should be signed at planned regular meetings and workshops. If a special meeting is requested by a person/entity to sign mylar between regular meetings and workshops, the person/entity requesting the special meeting will be required to pay the meeting fees for the township officials who attend such meeting.

6. January Meeting. Clerk to bring printout of fee schedule(s) for Supervisor review.
7. MATIT. Discussed requirement that worker's compensation audit be completed entirely online after 2023.

Adjourn. Motion to adjourn at 7:05 p.m. by Deutsch/Nytes; carried unanimously.

Respectfully submitted



Heather Taylor DuCharme, Clerk

Approved



John Wermerskirchen, Chairperson

Helena Township
Resolution ~~12212022~~ ~~12272022~~ 12272022
Resolution Designating Annual Polling Place

WHEREAS, it is important that citizens exercise their right to vote at their local polling place; and

WHEREAS, Minn. Stat. § 204B.16 requires the town board to designate its local polling place for elections annually;

NOW, THEREFORE, BE IT RESOLVED, that the town board of Helena Township, Scott County, Minnesota does hereby designate the New Prague Ambulance and Fire Hall at 505 5th Avenue NW in New Prague Minnesota in Scott County as its polling place in 2023.

BE IT FINALLY RESOLVED, that the township notify residents of this designation by following the requirements of Minn. Stat. § 205.16.

Adopted this ^{27th}~~21st~~ day of December, 2022 by unanimous vote.

By the Helena Town Board

Attested to by

Edward Nytes
Chairperson Edward Nytes

Heather M. Taylor DuCharme
Clerk Heather M. Taylor DuCharme

Duane Deutsch
Supervisor Duane Deutsch

John Wermerskirchen
Supervisor John Wermerskirchen (appeared by phone)

Schedule

December 14, 2022	Public Improvement Hearing
December 2022	Town Board orders Plans and Specifications
March 2023	Town Board approves Plans and Specifications, authorizes Advertisement for Bids
March 2023	Advertise for Bids
April 2023	Bid Opening
April 2023	Assessment Hearing
April 2023	Town Board approves Bids and awards Contract
June 2023	Construction Starts
September 2023	Substantial Completion