

Township of Helena Board of Supervisors
Regular Monthly Meeting
New Prague Fire Conference Room
7:00 PM • February 2, 2017

- Call to Order** The Regular Monthly Meeting of the Helena Township Board of Supervisors was called to order at 7:00 PM by Chair Wermerskirchen at the New Prague Firemen's Conference Room. The Pledge of Allegiance was said.
- Officers Present** Chair John Wermerskirchen, Supervisors Ed Nytes and Duane Deutsch, Road Overseer Darryl Perkins and Clerk DeAnn Croatt.
- Others Present** Tom Johnson and daughter, and Nathan Hutton
- Minutes** On a motion by Nytes/Deutsch the Minutes were approved as presented; carried unanimously.
- Signature Card** The State Bank requested a new signature card due to several changes. Terry Maas and Joe Pexa were removed; Ed Nytes and John Wermerskirchen were added.
- Road Maintenance** Johnson reported some roads needed chips or salt; applied as needed. The culvert for the ravine project in RSP2 came in at \$8,600, higher than expected. Doug Johnson is working with SWCD.
- Nathan Hutton** Hutton was present as he had read the Minutes regarding neighborhood issue and thought it was important to attend the meetings periodically. Supervisors expressed appreciation and encouraged him to attend the Annual Meeting.
- Road Overseer Report** Perkins noted it had been a rather uneventful month and no road issues were addressed

Old Business

- Unpaid Fire Calls** At 8:00 PM the Blumhoefer Unpaid Fire Call Hearing was Called to Order.
- Mary Blumhoefer has not responded to letters and invoices sent for the \$500 due the township for a car fire. The first invoice was mailed January 31, 2016; a second notice was mailed July 11, 2016; the third and final notice, with a hearing notice was mailed December 2, 2016. To date no funds have been received; nor has the township had a request for a payment arrangement.
- On a motion by Deutsch/Nytes the Clerk will submit for collection through the property tax process to PID 22.800.0030; carried unanimously.
- Park Land Sale** Communication was received from Scott County Abstract and Title that a Resolution was needed authorizing the Chair and Clerk to execute the necessary documents at the closing, tentatively set for February 24, 2017 at a location and time TBD.
- On a motion by Nytes/Deutsch the "Resolution 020217 Authorizing Township Chairman and Clerk to Sign Documents Related to Helena Township Land Sale to Scott County" carried unanimously. Clerk will communicate to those involved from the county and at Scott County Abstract & Title Insurance.

New Business

Cert of Insurance GM Contracting provided an updated Certificate of Insurance.

Receipts	1/28/2017	\$ 3,270.11	BevComm	Franchise Fee
	1/28/2017	\$ 151.00	MATIT	Insurance Refund
	2/2/2017	\$ 805.31	ComCast	Franchise Fee

Payment of Bills On a motion by Deutsch/Nytes bills #5596-5601 were paid; carried unanimously.

5596	\$	100.00	WebCetera	Website Maintenance
5597	\$	816.27	Scott County Treasurer	Road salt
5598	\$	409.03	Bryan Rock Products, Inc.	Screens
5599	\$	270.72	Scott County Treasurer	Ballot Printing General Election 2016
5600	\$	4,428.40	Art Johnson Trucking, Inc.	Snow
5601	\$	1,445.00	MN Benefit Assoc.	Group Life Insurance

Treasurer's Report Acting Treasurer Croatt distributed the Treasurer's Report. Clerk noted the reimbursement from MATIT for \$151 was a result of removing septic system components from coverage. After review and on a motion by Deutsch/Nytes the report was accepted as presented; carried unanimously.

2017 Willow Assessments Letters were sent to Willow Lane property owners who have balances on the assessed road improvement project. To date, six property owners have paid in full; 15 are collected with each year's taxes and includes a 5 percent interest payment.

Alton Avenue Clerk will submit a letter to the City of New Prague's Administrator Michael Johnson to ensure the city is aware of the township attorney's opinion that if there is water on the road, for whatever reason, and the township determines the road is a safety hazard for the traveling public, the road will be closed until deemed safe.

Jordan Fire Wermerskirchen and Deutsch attended the Jordan Fire Meeting and reported on equipment the department is planning to purchase. The city is going to ensure Helena is not being assessed interest for the loan from prior purchases as the township paid in full upfront to avoid interest payments.

New Prague Fire Nytes reported on communication received from NP Rural Fire. In Nytes' absence, another officer who attends must live in the New Prague service area.

CapX2020 Clerk informed the board GRE will be doing some overhead work over Baseline Avenue; it was determined the work did not require a permit as escrow still have a credit balance.

Quotes Quotes were received from Kraemer, Bryan Rock and TJ Deutsch. Clerk will follow up with Bryan Rock on need for formal quote.

Upcoming Meetings Audit Meeting is March 3, 2017 at 5:00 PM at the Office of the Clerk; the Annual Meeting is Tuesday March 14, 2017 at 8:00 PM at the New Prague Fire Conference Room; the Scott County Planning Round 2 for the 2040 Comprehensive Plan Update is 6:00 PM at the Belle Plaine Town Hall; the Board of Equalization Meeting is April 20, 2017 at 7:00 PM at the New Prague Fire Conference Room. The Scott County Township Association Spring Meeting has not been set (usually following the March Annual Meetings).

At the Annual Meeting, the officers will discuss probable road projects for 2017-2018. The roads will be viewed in spring, with a follow up with Engineer Nelson prior to final determination.

**Meeting
Continued**

On a motion by Wermerskirchen/Deutsch the meeting was continued at 9:11 PM to the Solar Hearing at Scott County Board Room on Monday February 13, 2017 at 6:45 PM; then to Friday February 24, 2017 at a time and location TBD for the Silver Maple Bay Outlot Sale to Scott County; carried unanimously.

Respectfully Submitted by Clerk DeAnn Croatt

Chairman John Wermerskirchen