

Township of Helena Board of Supervisors | Regular Monthly Meeting
New Prague Fire Conference Room | 7:00 PM • April 6, 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. 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, Nathan Hutton, Russ Malecha, Jim Prokes, Derek Gesler, Amy Nydahl, TJ Deutsch and Jeff Klehr
Minutes	On a motion by Wermerskirchen/Nytes the Minutes were approved as presented; carried unanimously.
Building Permit	Derek Gesler and Amy Nydahl received favorable township recommendation for new home construction.
Road Overseer	<p>Perkins reported the following:</p> <ol style="list-style-type: none">1. Tires were removed from Baseline Blvd.2. Stop Ahead sign was replaced on 255th Street West3. During Road Viewing, the supervisors will inspect the culvert on Baseline Blvd. as residents have requested the ends be screened so their children cannot gain access.4. A city resident who lives on Wencel Avenue (backyard abuts Alton Avenue) asked Perkins to clarify where trees could be planted; Perkins informed him the trees and their circumference needs to be 33" from the centerline of Alton Avenue.5. Wermerskirchen and Perkins started patching on WCLD; more material will be needed for this and other spring projects. During Spring Road Viewing supervisors will determine the amount of cold patch needed.6. A discussion of having a debit card for township expenses was had and Clerk will ask Treasurer to research a debit card through the State Bank.7. Stevens and Michelle cold patch is holding up well8. Tangen's end of 270th was graded and looks good; it is a township road up to the section line (Naylor runs west of the section line)9. Expiring and expired certificates of insurance was reviewed
Road Maintenance	<p>Klehr reported they have graded township roads twice this spring. In general, gravel roads throughout the township are in good shape without frost heaves. Dust control from 2016 is still apparent in many areas.</p> <p>Klehr, Wermerskirchen and Perkins discussed the project on 255th and this project should be completed prior to field work. The parties agreed the extent of the excavating will be determined once Klehr can shoot the slope to ensure water drains properly.</p>
Quotes	<p>Quotes were reviewed.</p> <p>A detailed discussion ensued related to different specifications for the hauling and blading by M and J Trucking and Art Johnson Trucking. [Supervisor Deutsch recused himself.] The contractors were asked to separate the hauling from each of the three locations (Knife River, Union Trail and Bryan Rock) from the blading and submit a revised quote by Thursday April 20th at 6:30 at the NP Fire Hall. Clerk will clarify details by electronic communication to Malecha, Johnson, and Perkins.</p> <p>Deutsch rejoined the board.</p>

Prokes Jim Prokes asked Deutsch to be on the agenda to discuss his family's land sale. Deutsch asked George Prokes to be in attendance also; however George Prokes was out of town and was not present by 8:30 so the subject was discussed at that time.

Jim Prokes received favorable township recommendation for the Prokes Family to rezone from UER to UERC so they can proceed with an Administrative Subdivision to sell the farm building site (approximately 2 – 6 acres) separate from the farm land (approximately 48 acres and a separate 2 – 6 acres) on a motion by Wermerskirchen/Deutsch; carried unanimously.

Quotes (continued) Two quotes were received for Road Maintenance: from Art Johnson Trucking and Klehr Grading. On a motion by Wermerskirchen/Nytes Klehr's quote to maintain roads at \$94/hour/machine with a fuel surcharge when fuel is at/above \$3.75/gallon was accepted and a new certificate of insurance was provided; carried unanimously.

One quote was received for mowing road ditches. On a motion by Nytes/Deutsch TJ Deutch's quote to mow at \$42/mile or \$89/hour with a fuel surcharge if over \$3/gallon; carried unanimously.

Two quotes were received for mowing the RSP2 Park: Busch Property Improvements and Steve Rynda. On a motion by Deutsch/Nytes Steve Rynda's quote of \$60/mowing was accepted; carried unanimously.

One quote was received from Quality Green for broadleaf and fertilizer application for RSP2 Park. On a motion by Deutsch/Wermerskirchen the quote of \$183.50 was accepted; however application will be ordered on an as-needed basis; carried unanimously.

Old Business

Zoning Questions A question arose at the March meeting of the zoning of four properties:

1. Sand Creek Adventures. Clerk verified the zoning with Scott County is *Commercial* for the zip line business (Block 1 Lot 2 Sand Creek Acres)
2. Hotel/lodging on Helena Blvd. AKA Midwest is *Commercial*
3. Koch substation area south of Cedar Lake is *Agricultural*
4. Trewartha's land for the solar garden on Helena Blvd. is *Agricultural*

RSP2 Ravine Project Nytes reported Doug Johnson was able to locate pipe, which met specifications and was within the original price structure, from a different company; the project is ready to commence.

New Business

Open Meeting Law Wermerskirchen reminded the board of the need to remain vigilant about complying with Open Meeting Laws. Because construction season has commenced, and due to the need to communicate with each other more frequently than once a month, Workshop Sessions will be called as needed, effective April 20th. These Workshops will typically be a continuation of and two weeks following the Regular Monthly Meeting.

Census Clerk is actively participating in US Census requests related to Helena Township. There have been frequent, quick online forms to complete.

New Prague Rural Fire Nytes asked for clarification with the New Prague Fire Department on the increase for the township's portion of the 2018 levy, from \$68,031.42 to \$70,417.36. Nytes explained the increase was due to increased tax capacity for Helena Township. The total levy for the fire department did not increase.

Noxious Weed Wermerskirchen will represent the township at the Wednesday May 10, 2017 Noxious Weed Training and

Update, 11:30 am at the Spring Lake Township Hall.

- AWAIR** Officers reviewed the Workplace Accident and Injury Reduction Program; Perkins purchased chaps for chainsaw use. No other comments were received; no revisions were made to the safety program.
- Riesgraf Property** Clerk was contacted by an interested buyer inquiring if there was a building eligibility for 6.93 acres in section 7. Greg Wagner indicated county staff will communicate with the party to direct them to research if the property was a Lot of Record by 1971; the most recent land sale was April 14, 1989.
- Bridge Inspection** Scott County provided a report of the work needing to be done by the township. The report was given to Perkins who will complete the work and report back to the county by the August 15th deadline.
- Eckles to Vertical Bridge** James Beattie, Director of Government Relations and General Counsel for Bevcomm (Eckles) communicated electronically with the Clerk and Scott County regarding a sale of the tower east of New Prague to Vertical Bridge and asked if the township had any concerns. After consideration, the officers expressed no concerns; with the understanding there is no change to the Franchise Fee Agreement.
- Cartways** The board carefully reviewed the recorded roads map and determined the following are indeed township roads, not cartways: 240th Street West in Sections 10 and 15, and 270th Street West in Sections 29 and 32 (recorded to section line).
- Receipts**
- | | | | | |
|-----------|----|-------|------------|-----------------|
| 3/31/2017 | \$ | 4.41 | State Bank | Interest |
| 3/31/2017 | \$ | 38.78 | State Bank | Optima Interest |
- Payment of Bills** On a motion by Wermerskirchen/Nytes bills #5615-5626 were paid and the Treasurer's Report distributed by the Clerk on behalf of the Treasurer was accepted; carried unanimously. Clerk will send Deutsch a copy of the March voucher to ensure itemization was correct.
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|------|----|----------|-----------------------------------|-------------------------------------|
| 5615 | \$ | 1,572.00 | Art Johnson Trucking, Inc. | Plow Roads and Chip Roads |
| 5616 | \$ | 563.75 | Couri & Ruppe, PLLP | SMBE SSD |
| 5617 | \$ | 59.00 | Hakanson Anderson | Faith Point Lutheran Church |
| 5618 | \$ | 31.25 | Halling Engineering, Inc. | SMBE SSD |
| 5619 | \$ | 82.55 | Laker's New Prague Sanitary | Disposal of road ditch debris |
| 5620 | \$ | 50.00 | Bill Rutz | Moderator for Annual Meeting |
| 5621 | \$ | 825.37 | Scott County Treasurer | Treated salt |
| 5622 | \$ | 1,000.08 | Scott County Township Association | Dues/county unit/state organization |
| 5623 | \$ | 101.50 | Suel Printing | Annual Meeting Legal Notice |
| 5624 | \$ | 65.64 | SW Newsmedia | Audit Meeting Legal Notice |
| 5625 | \$ | 77.51 | SW Newsmedia | Annual Meeting Legal Notice |
| 5626 | \$ | 4,968.00 | Klehr Grading | Blading of gravel roads |
- Meeting Continued** On a motion by Nytes/Wermerskirchen the meeting was continued at 10:15 PM to the meetings as listed; first for the Spring Road Review April 11, 2017 and April 13, 2017 (if needed) at 3:30 each day and meeting at Wermerskirchen's; then to the April Workshop April 20, 2017 at 6:30 pm to select gravel hauler and grader after reviewing revised quotes; and finally to the Board of Equalization Meeting is April 20, 2017 at 7:00 PM at the New Prague Fire Conference Room; carried unanimously.
- Meeting Reconvened** Chairman Wermerskirchen reconvened the April Regular Monthly Meeting at 6:30 PM.
- Present:
Chair John Wermerskirchen, Supervisors Ed Nytes and Duane Deutsch, Road Overseer Darryl Perkins and Clerk DeAnn Croatt.

Also Present:

Tom Johnson, Doug Johnson, Russ Malecha, Keith Malecha, and Jeff Klehr

Quotes

Supervisor Deutsch again recused himself.

After reviewing resubmitted quotes for hauling and on a motion by Wermerskirchen/Nytes 2:0:1 (Deutsch recused), the quote from M & J Trucking Co. was accepted as follows:

- Hauling from Union Trail \$4.52/ton
- Hauling from Bryan Rock \$4.52/ton
- Hauling from Knife River \$2.08/ton

Perkins will communicate the spring hauling and provide a map to Malecha's. A certificate of insurance is on file. Hauling is scheduled for April 26th & 27th.

Deutsch rejoined the board.

After reviewing quotes from gravel and redrock vendors, the quote from Union Trail (\$5.25/ton for Class 5) and Bryan Redrock (\$9.60/3/4" with fines, 1" with fines, and 1 1/2" with fines) were accepted; carried unanimously.

On a motion by Deutsch/Nytes the quote from Envirotech to apply 38% calcium chloride at \$1.04/gallon; carried unanimously.

Supervisors discussed getting estimates for RSP2 & 3, Koepper and SMBE after a review of fund availability following graveling and RSP2 ravine project costs are known.

Cold patching will be done April 24-27 at 3:30 each day weather dependent.

255th

Klehr will complete the ditch work by month end. Perkins will communicate with property owners on the dead elm removal.

Naylor

Klehr located the missing sign south of John Ruehling's driveway; Perkins will repair.

Willow Lane

Roman Mueller requested township approval to replace the failing retaining wall on the shared lake access lot.

After discussion, the board indicated as long as the DNR and SWCD had no concerns, and if the shared owners agreed to the improvement, the township had no role in the matter. Clerk will communicate with Mueller.

On a motion by Deutsch/Wermerskirchen the township will purchase the culvert.

Adjourn

On a motion by Deutsch/Nytes the meeting continued to the week of April 24th for the purpose of cold patching and adjourned upon completion of project; carried unanimously.

Respectfully Submitted by Clerk DeAnn Croatt

Chairman John Wermerskirchen