

Township of Helena Board of Supervisors | Regular Monthly Meeting
New Prague Fire Conference Room | 7:00 PM • July 6, 2017

Interview	At the duly noted time of 6:15 PM Nathan Hutton met with the officers and was offered the Deputy Treasurer position effective immediately by Treasurer Pat Lambrecht.
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 Duane Deutsch and Ed Nytes, Treasurer Pat Lambrecht, Road Overseer Darryl Perkins and Clerk DeAnn Croatt.
Others Present	Nathan Hutton, Jeff Klehr, TJ Deutsch, and Terry Maas
Minutes	On a motion by Wermerskirchen/Deutsch the Minutes from the June Regular Monthly Meeting and Workshop were approved as corrected; carried unanimously.
Road Maintenance Issues Discussed	<ol style="list-style-type: none">1. The "Curve Ahead" sign is down on Drexel Avenue, close to where dirt removal for ravine project2. Trash was reported near Baseline and 270th3. Fiber washers are to be used on the printed side of signs, along with stainless steel bolts4. Patching of 250th Street in St. Benedict was scheduled for July 12th at 3:30 PM, with July 13th at 3:30 PM as the alternative date; Deutsch will pick up 40 bags of coal tar; group will meet at St. Benedict5. Officers reviewed possible projects for 2018; Perkins will discuss 2" vs. 3" overlay for RSP2 (with Township Engineer) and discussed sealcoating SMBE. Perkins will coordinate Shane Nelson attending either the July 20th Workshop, or the August 3rd Regular Monthly Meeting or the August 17th Workshop to discuss future road project priorities, and discuss whether a survey is needed for WCLD prior to any road improvements are planned.6. TJ got ditches mowed and knocked down a few weedy patches as needed
Jordan Fire	Wermerskirchen attended; officers received an increase in compensation; firemen's rate did not change. Clerk will bring Jordan Fire Contract to July 20 th Workshop to discuss hourly rate comparison with St. Lawrence, Sand Creek, Belle Plaine and Helena.
Road Maintenance	<ol style="list-style-type: none">1. Jeff will get a price for a pipe elbow with animal guard for a washout by Schoenbauer's [\$742]; Klehr will add 4 feet to the culvert and fill with dirt by Drexel when quote is accepted2. Ron Delbow (Naylor) asked that the dustcoated area not be graded; Klehr explained it is only graded in an area that has a tendency to form washouts3. Ditch in Hunter Ridge will be viewed by Perkins and Klehr to address the need to clean out and seed
Road Overseer	Perkins via written report: <ol style="list-style-type: none">1. Picked up a TV along 255th2. Flags were removed along 255th when ditch work was completed3. Brush cut on 255th4. Replaced Watch for Children sign by Ruehlings on Naylor5. 2551 Willow Lane curb was repaired; will patch concrete also6. Trash picked up at 270th and Baseline7. Willow Court brush was cut8. WCLD culvert cleaned by swale9. Replaced Stop Ahead sign on Zumbro10. Replaced Curve/30 MPH sign near 22601 Drexel

11. Trash on 270th including a TV removed
12. RSP2 tree trimming ordered from Phil with Enchanted Forest
13. Gary Horkey on WCLD indicated the water runoff is a result of the neighbor's driveway not havin a crown

Signage Manual Clerk will obtain a copy of the sign manual from MAT and have available at the July 20th Workshop.

RSP2 Ravine Project Deutsch stated township reimbursement would be sent within three weeks of June 16th (75% of \$28k). Wermerskirchen inquired about hazard warning sign by ravine; Supervisors indicated MAT recommended against signage.

Fall Road Inspection A fall road viewing will be done in September or October, and at that time officers will watch for areas where hazard warning signs may be appropriate.

Old Business

SMBE SSD Maas reported progress by Trnka; three more were installed; Trnka ran into problems with plugged lines. Trnka hopes to wrap up installations this summer.

Perkins will contact Paul Hanzel related to lots with thistles on vacant lots within SMBE.

Clerk was asked to coordinate a meeting in either July or August with Scott County (Kate Sedlacek) and the state (Cara Wright) to discuss decommissioning. Scott County was not available in July, and it is the belief the decommissioning schedule, as provided to the township, will be completed in August, thus negating the need for a meeting in St. Paul.

Bridge Work Perkins noted all bridge work has been completed and the county has been notified. 255th was cleaned on the north and south, and Naylor riprap installed.

Wermerskirchen noted the trees that floated clear of the 245th bridge have worked their way back to the area by the bridge. Klehr will be contacted to remove them with his backhoe.

Laptops Board authorized the purchase of laptops to include a 10-key to the right on the keyboard.

New Business

Koepper Avenue The apron to State Highway 19 needs patching; Perkins will contact the state.

MAT Short Course Deutsch reported on information learned at the short course, and submitted the certification for the Board of Appeal and Equalization Training.

Certificates of Insurance Received from Halling Engineering and Jaguar Communications, Inc.

Snow Removal A draft quote form was prepared by the Clerk; officers will review at the July 20th Workshop. Deutsch requested inclusion of a disclosure of where salt mix is purchased and stored.

Welch Unpaid Fire Call Hearing At 8:00 PM the Welch unpaid fire call was reviewed. Property owners were not present. Public Hearing was closed at 8:10 PM.

As there was evidence the charges were fair and owing, and on a motion by Wermerskirchen/Deutsch the

charged will be filed with the property taxes for PID 059120040 if unpaid to the township by September 7, 2017; carried unanimously.

Clerk & Treasurer Meeting

Croatt reported on information shared at the joint meeting with other Scott County Clerks and Treasurers. ORI process is being coordinated by Scott County Attorney Hoyer. Resolutions will be available for action at the July 20th workshop.

Faith Point

Officers noted Faith Point signage on the proposed site location of a new church. The township has not been in communication with group since the DRT meeting, and has not discussed the conditions related to 270th Street West.

Building Permits

Paul Hanzel Homes/SMBE/New Home
Lisa Haag/SMBE/New Home
Mark Bartusek/Redwing/Storage Shed
Derek Gesler/230th/Pole Shed
Mark Swelland/WCLD/Reroof
Rita Oliver/240th/Septic Replacement

County Road 11

Work ceased on County Road 11 (Delmar Avenue).

Receipts

5/4/2017	\$	5,805.49	Scott Schroeder	Willow Lane Assessment
6/1/2017	\$	300.00	Rome Construction	Driveway Permit
6/21/2017	\$	241,318.94	Scott County	Tax Settlement
6/30/2017	\$	1.83	State Bank	Interest
6/30/2017	\$	36.47	State Bank	Optima Interest

Payment of Bills

On a motion by Deutsch/Nytes bills #5653-5658 were paid and the Treasurer's Report was accepted; carried unanimously. Clerk was asked to research Quality Green's invoice 134816 [not a duplication]:

5653	\$	1,660.00	TJ Deutsch	Mowing road ditches
5654	\$	5,076.00	Klehr Grading	Grade roads
5655	\$	50.00	MAT	Deutsch Registration for Short Course
5656	\$	1,120.00	Steve Rynda Construction	RSP2 Park
5657	\$	370.00	Town & Country Turf	Weed spraying
5658	\$	100.00	Chad VonBank	Driveway refund

Meeting Continued

On a motion by Wermerskirchen/Deutsch the meeting was continued at 9:15 PM to the meetings as listed:

1. Cold Tar application July 12th at 3:30 PM (St. Benedict) with an alternate date of July 13th at 3:30 PM
2. July Workshop on the 20th at 7:00 pm to discuss ongoing issues and projects for Alton; Tower Estates, RSP2 park and ravine; WCLD; SMBE; cold patch; road maintenance; Jordan Fire; Signs; road hazards; Schoenbauer's culvert; snow removal contract and quote form; laptops
3. District 4 meeting Monday August 7th at the New Prague Fire Conference Room; carried unanimously.

Reconvened

Chairman Wermerskirchen reconvened the July Regular Monthly Meeting at 7:00 PM.

Present:

Wermerskirchen, Deutsch, Nytes, Perkins, Croatt, Pam & LeRoy Schoenbauer

July 20th Workshop Projects to

1. Schoenbauer's culvert – after discussion the quote for the culvert elbow with animal guard, backhoe, fill and labor of \$2,330 was accepted on a motion by Deutsch/Nytes; carried unanimously. Project Manager is Wermerskirchen.

Discuss

2. Alton – no water issues with recent rains
3. Tower Estates
 - a. township was made aware of a resident doing vehicle repairs on a lot in Tower; officers will monitor
 - b. cell tower ownership is transferring to Vertical Bridge; there are no concerns of the board that need to be addressed
4. RSP2 park and ravine
 - a. Enchanted Forest will trim trees in ROW; Perkins will get quote and give to Project Manager Deutsch. Perkins will communicate with property owners.
 - b. Clerk will price additional park equipment to replace the slide and teeter totter
 - c. The May application by Quality Green was for pre-emergent and fertilizer; the June application was for broadleaf and fertilizer
 - d. SWCD reimbursement for the ravine project was received
5. WCLD – per Shane Nelson, this road will need to be surveyed prior to any reconstruction; not needed to resurface
6. SMBE
 - a. Clerk will send a note to Paul Hanzel related to two driveway permits needed for 715 and 785 Silver Maple Drive.
 - b. Perkins had TJ cut thistles in SMBE ROWs and contacted Patty Freeman, Scott County Parks about the thistles on decommissioning mound areas.
 - c. Scott County Maintenance contacted Deutsch about using Pexa Drive for work in the park; acceptable by the board
7. cold patch – ten more bags needed to complete roads by St. Benedict
8. road maintenance –
 - a. Shane Nelson will attend the August 3rd meeting to discuss road projects for consideration, i.e., WCLD, SMBE, RSP2 and Koepper.
 - b. Koepper has damage to the apron area, hole, sinking, alligator cracking. Perkins talked to the state and will investigate the tile.
 - c. Earl Shamp contacted Perkins re: what he thought could be a plugged culvert on the west side of his property; appeared ok to Perkins, but noticed tree branches hanging down on Bohnsack Way
 - d. On Fall Tour supervisors will also watch for areas that need tree trimming, i.e., 245th Street W, Naylor
9. Jordan Fire – Clerk reported how other townships bill for fire calls in the Jordan Fire District. After reviewing, it was determined Helena will continue charging \$250/hour.
10. Signs – Clerk provided a sign manual for Perkins; Perkins shared his sign maintenance log
11. road hazards – will be viewed during Fall Road Tour
12. snow removal contract and quote form reviewed and will be mailed by Clerk for discussion at September meeting
13. laptops – computers and office suite were received; Clerk is having them set up

Adjourn

On a motion by Deutsch/Nytes the meeting was continued at 8:12 PM to a date when materials are available to complete the coal patch project; carried unanimously.

Respectfully Submitted by Clerk DeAnn Croatt

Chairman John Wermerskirchen