

Helena Township Board of Supervisors Regular Monthly Meeting

Minutes of March 1, 2018 | New Prague Fire & Ambulance Conference Center

- Call to Order** The Regular Monthly Meeting was called to order by Chairman Deutsch at 7:00 PM; Pledge of Allegiance was said.
- Officers Present** Chairman Duane Deutsh, Supervisors Ed Nytes and John Wermerskirchen, Treasurer Pat Lambrecht, Deputy Treasurer Nathan Hutton, Road Overseer Darryl Perkins and Clerk DeAnn Croatt
- Other Present** Tom Johnson
- Minutes** On a motion by Nytes/Wermerskirchen the February Minutes were approved as presented; carried unanimously.
- Checks rec'd by Clerk** The Clerk received and deposited a check for \$500 from State Farm for the Jordan Fire call for Amy Von Bank.
- Road Maintenance** Tom Johnson reported while snow plowing on West Cedar Lake Drive, his blade damaged the bituminous road surface of the driveway apron for Troy Bacon, at 24120 WCLD. Water pooling under the road surface resulted in the bituminous to heave up. Perkins will get an estimate for repairs this spring, and will contact Bacon to let him know repairs cannot be done until the weather allows.
- Perkins will get a quote for repairs in the low area on WCLD so the projects may be done together.
- Johnson also asked about the street lights in SMBE. Officers explained the lights were going to be paid by the HOA; when the developer and residents did not organize an HOA, the street lights were only energized as residents "adopted" them.
- Road Overseer Report** Perkins and Wermerskirchen were contacted by Bruce Reimers in RSP3 who was concerned about the dying elm tree along Stevens Street. As the tree is owned by the property owner, the township will not remove, nor incur the costs associated with the removal of the tree. The MN Statute used as a guide is 160.22.
- Perkins will update former quotes for milling with a 2" overlay in RSP2 and RSP3. Perkins will also communicate with Nelson related to edging on the road surface.
- Perkins requested quotes for sealcoating roads in SMBE, and will follow up with one more contractor. On a motion by Wermerskirchen/Nytes the quote from Scott County in the amount of \$1.39/square yard is accepted contingent upon it being lower than the final contractor's quote; carried unanimously.
- Perkins will contact Scott County related to milling contract quotes.
- ## Old Business
- Road Projects** Road projects were reviewed and will be further discussed at the Work Shop and during the Annual Meeting. Project priorities as determined by the township engineer and costs will determine the schedule for 2018 and 2019.
- Koepper Ave.** Residents requested contact information for State Highway 19; they will be asking for consideration of traffic control at the intersection of 19 and Koepper Avenue. Residents are concerned for safety as drivers wait in the east bound lane to turn into Koepper Avenue; there have been at least two rear-end incidents.

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SSD Former officer and project manager Terry Maas submitted a summary of documents to the Clerk on the conversion of the SSD in SMBE for our files.

Unpaid Fire Calls Outstanding balances remain for:

1. Michelle Dunkel set up a payment arrangement; payment arrangement broken
2. Rick Sauer – no response yet
3. Joseph Glazer from November 24th fire

Clerk will continue collection efforts; however, on a motion by Wermerskirchen/Nytes a hearing date of June 7, 2018 at 7:30 PM is set for unpaid fire calls, and Clerk will notify the residents; carried unanimously.

New Business

SCTA Ruppe will be a keynote at the Scott County Township Association meeting March 21st at the Spring Lake Town Hall. Ruppe will discuss road turnbacks, ordinances, resolutions and motions. All Scott County Commissioners are invited.

Spring Short Course The agenda was discussed; Wermerskirchen is considering attending for more information on BOE.

Cert of Ins. Lynncester Inc. DBA Town & Country Turf

Local Recycling Grant After discussion the consensus of the board from past experience is township residents have recycle options through the local garbage haulers and the Scott County Household Hazardous Waste Facility in Sand Creek Township. An additional collection is not deemed necessary.

Payments On a motion by Deutsch/Wermerskirchen bills 5731 to 5745 were paid; carried unanimously.

5731	\$	6,517.50	Art Johnson Trucking, Inc.	Plow Roads
5732	\$	63.77	Southwest News Media	Annual Audit
5733	\$	1,445.00	MBA	Group Life Insurance
5734	\$	1,282.50	Couri & Ruppe, PLLP	Soderlund/Alton/Beavers
5735	\$	23.00	Scott County Treasurer	Input Special Assessments (Willow Ln)
5736	\$	501.00	Hakanson Anderson	Soderlund/Alton/Beavers
5737-43	\$	8,045.58	Quarterly Payroll	Wages, Mtgs, Reimbursements, Labor
5744	\$	953.50	PERA	DCP
5745	\$	524.00	MN Dept. of Revenue	Withholding and Match
5746	\$	2,746.45	US Treasury	Withholding and Match

Receipts and Deputy and Treasurer's Report The Treasurer's Report was accepted as presented on a motion by Deutsch/Wermerskirchen; carried unanimously.

2/2/2018	\$	4,338.56	BevComm	Franchise Fee
2/2/2018	\$	751.02	Comcast	Franchise Fee
2/7/2018	\$	19,940.50	Scott County	Road Tax
2/16/2018	\$	500.00	State Farm	Von Bank Fire Call
2/28/2018	\$	103.62	First Bank & Trust	Interest

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Quotes	Quotes will be reviewed at the April Regular Monthly Meeting.
Town Law Review	The April 19 th agenda did not have sufficient subject matter; officers will attend Ruppe's complimentary work shop later this year instead.
Fire Contracts	New Prague sent information on the fire contract amount for 2019's levy; Deutsch and Wermerskirchen learned Jordan's levy will be held at 2018 levels.
Meeting Continued	The meeting was continued to March 15, 2018 at 7:00 PM to discuss quotes for spring road projects on a motion by Nytes/Wermerskirchen; carried unanimously.
Other Upcoming Meetings	<ul style="list-style-type: none">• March 9, 2018 SCALE at 7:30 AM at Prior Lake's City Hall• March 13, 2018 Annual Meeting at 8 PM at the NP Fire and Ambulance Hall• March 15, 2018 Work Shop at 7 PM at the NP Fire and Ambulance Hall• March 19, 2018 Scott County 2040 Plan Update at 7 PM Jordan High School• April 19, 2018 Board of Review at 7:00 PM at the New Prague Fire and Ambulance Hall
Work Shop	On Thursday March 15, 2018 at 7 PM the work shop was called to order by Chair Deutsch. Others present: Supervisors Wermerskirchen and Nytes, Road Overseer Perkins and Clerk Croatt.
Easement	<p>Clerk Croatt distributed a request by Chris Neisen to sign an easement for Pat Soderlund.</p> <p>Several easement conversations have occurred, 1.) related to the beaver issues, the closing of Alton Avenue for the safety of the traveling public, and subsequent damage to Alton Avenue, and 2.) related to the Soderlund Administrative Subdivision. Additionally, there is a Temporary Easement Agreement effective through January 1, 2022.</p> <p>Anything done for and on this property has potential to affect not only the Township of Helena as it relates to flooding and damage of Alton Avenue, but also the City of New Prague and their residents, and Scott County. Therefore, past discussions included members of each governmental unit. The counties of Scott and LeSueur, the City of New Prague, and the Townships of Helena and Lanesburgh have a "Memorandum of Understanding" related to the realignment of Scott County Highway 15 and LeSueur County Road 144.</p> <p>When the administrative subdivision was discussed with Scott County staff, Helena Township's Attorney Robert Ruppe informed the group that if the County of Scott obtained a Drainage and Utility Easement over Soderlund's property and related to the subdivision, the Township of Helena would direct Helena's Attorney to prepare a resolution informing Scott County that Helena Township will not accept the easement at this time; please let Helena Township know if the County of Scott has accepted an easement so we may proceed with this resolution.</p> <p>After a review of the draft easement and a review of Attorney Ruppe's recommendations, on a motion by Deutsch/Nytes the easement was not accepted; carried unanimously.</p> <p>Croatt will relay the decision to Neisen's office.</p>
Mailboxes	A discuss on the benefits of including a mailbox post with all new driveways permits determined it would meet MNDOT standards and provide uniformity with county standards. The driveway fee would include the material and installation, coordinated by Road Overseer Perkins.

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On a motion by Deutsch/Nytes the post policy will be implemented immediately; carried unanimously. Clerk will update form, schedule and charges, provide copies for Perkins and submit to the webmaster.

Scott County Perkins informed the county that Helena will work cooperatively with the county on chip sealing in 2018 for 255th Street West, Willow Court, Silver Maple Drive, and Maple Court.

RSP2 & 3 Quotes were reviewed for milling and sealcoating streets in RSP2 & 3; Perkins will follow up on a quote from Scott County also. Quotes are for a 2" mill. It is more cost effective to do both plats at the same time. Clerk will contact Attorney Ruppe to ask about assessments and will schedule a meeting with the property owners when Attorney Ruppe is available.

Patch Work WCLD has two areas that will be patched this spring, along with the end of Troy Bacon's driveway.

Development Marty Beckius' property may be developed; when applicable, a Developers Agreement will be initiated.

Post Road Deutsch was contacted by a builder about driving on a posted road. As roads are still frozen, Deutsch agreed until Friday March 16, 2018.

225th Street West Hentges reported water is running down the township road onto his driveway; Perkins will have Klehr reshape the road this spring.

Continued On a motion by Wermerskirchen/Nytes the meeting was continued to Monday March 19th at 7:00 PM for the 2040 Planning at Jordan High School; then to Wednesday March 21st at 6:30 PM at the Spring Lake Town Hall for the Spring Scott County Township Association Meeting.

Scott County 2040 Present from Helena: Wermerskirchen and Croatt

County Staff hosted an Open House at the Jordan High School on Monday March 19th at 7:00 PM; a welcome was given by Commissioner Barb Weckman Brekke; Brad Davis presented a summary of the process and highlighted proposed changes.

Helena will discuss several items at the April 5, 2018 Regular Monthly Meeting:

1. Consider the pocket of 1:40 change to 1:10
2. Review the OA map around the City of New Prague, with particular attention to RSP2 and 3
3. Discuss allowing hamlets to have small businesses
4. Discuss the development of outlots
5. Road turnback potential

Scott County Present from Helena: Nytes, Deutsch, Wermerskirchen and Croatt

Township Association

Township Attorney Ruppe was available for Q & A. Officers discussed road projects and easements.

Regular Monthly Meetings: 7:00 PM first Thursday each month at 505 5th Avenue NW, New Prague

Duane Deutsch, Chairman

DeAnn Croatt, Clerk