

# Helena Township Board of Supervisors Regular Monthly Meeting

Minutes of April 5, 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** Commissioner Barb Weckman Brekke, Tom Johnson, Jeff Klehr, and Zack from M & J Malecha Trucking
- Minutes** On a motion by Nytes/Wermerskirchen the March Minutes were approved as presented; carried unanimously.
- Checks rec'd by Clerk** The Clerk received a check for \$750 from Ulrich/Glazer for a Jordan Fire call.
- County Report** Commissioner Brekke was present to discuss any township/county issues. The board moved the 2040 Comprehensive Plan discussion up to this time. Among concerns shared were:  
**1:40 vs 1:10 Density** - It is the consensus of the officers that Helena Township landowners be uniformly allowed a density of 1:10. This would impact properties south of Raven Stream, east of Aberdeen, and west of the city of New Prague in the southwest area of the township. This will permit smaller, clustered lots while preserving ag land, in many circumstances.  
**Orderly Annexation Area** - Raven Stream Plats should be removed from the "Orderly Annexation Area", as well as properties in the northwest quarter section of Section 33, and properties on the east side of Alton Avenue in Section 35. In our last communications with New Prague, the city has no intention of annexing into these areas due to the cost of extending city services to these areas.  
**Hamlets** - Helena has no hamlets, however, the officers expressed support for mixed use residential and commercial development within hamlets.  
**Outlots** - The consensus of the officers is in support of allowing outlots to be developed. Presently the outlots are not being used for a "highest and best use" purpose and the infrastructure is already there.  
**Road Turnbacks** - There are a few reasons Helena Township believes the negative impact to our taxpayers far exceeds any benefit to the county. The roads being considered for turnback in Helena Township include:  
1. **County Road 61 / Aberdeen Avenue / "Collector"** – six miles shared with Belle Plaine Township; 3 miles of gravel and 3 miles of bituminous  
2. **County Road 4 / "Minor Arterial"** – one mile of bituminous (located between two state aid county roads (7 and 11)  
3. **County Road 89 / "Collector"** – six miles of bituminous – much of this traffic is traveling to and from LeSueur County to northern Scott County  
4. **County Road 15 / "Collector"** – east of the city of New Prague (bituminous) – in meetings with LeSueur and Scott County staff, city staff and township officers from Helena and Lanesburgh, the understanding was this road would be improved to serve as the connecting road for north/south traffic between counties. This road also has significant traffic from city residents.

Additional concerns on road turnbacks are:

1. Helena Township has about 4.5 miles of bituminous road surface vs. 26.9 miles of gravel.
2. Townships do not receive state aid; improvements are paid with property taxes and/or specially assessed to the property owners when there is a direct benefit to them.
3. The named roads have significantly more traffic than typical Helena Township roadways. When improvements are needed for roads like County Road 89, it would be impossible to defensibly specially assess abutting property owners when the vast majority of traffic does not originate within the neighborhood.

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4. 9% of Minnesota highway miles are state roads; 35% are county roads; 14% are city roadways; and 42% are township roads. These figures are from the *Research Department of the Minnesota House of Representatives*. The figures are from a 2005 study, but likely still representative of the general breakdown.
5. The only times Helena Township specially assessed road projects were when the road is serving the residents very directly, i.e., in a platted development where the only traffic is to and from a residence, i.e., owner, bus, garbage truck, delivery truck, etc.
6. Helena's total annual levy for the past five years ranged from \$322k to \$416k. Of those amounts, "Road and Bridge" levies ranged from \$190k to \$230k. An estimate for reconstructing a mile of any of the roads listed above is about \$1M. If Helena Township for example were to take on a road like County Road 89, financing the maintenance would require a total reform of how our township levies to pay such a substantial burden.

## Quotes

After reviewing quotes received by the officers, the following action was taken:

1. On a motion by Deutsch/Wermerskirchen the crushed red rock quote from Bryan Rock at \$19.60 for ½" screen and \$9.90 for Base Material was accepted; carried unanimously.
2. On a motion by Nytes/Wermerskirchen the gravel hauling quote from Art Johnson Trucking at \$4.45/ton from Union Trail, \$4.45/ton from Bryan Rock and \$2.50/ton from Knife River was accepted; carried 2:0:1 with Deutsch recused.
3. On a motion by Wermerskirchen/Nytes the Klehr Grading quote of \$100/hour/machine was accepted; carried 2:0:1 with Deutsch recused.
4. On a motion by Deutsch/Nytes the Class 5 quote from Union Trail at \$5.75/ton for Class 5 was accepted; carried unanimously.
5. On a motion by Wermerskirchen/Nytes the quote for mowing RSP2 Park at \$75/time from Steve Rynda was accepted; carried unanimously.
6. On a motion by Nytes/Wermerskirchen the Ditch Mowing quote of \$41.50/mile from TJ Deutsch was accepted; carried unanimously.
7. On a motion by Nytes/Wermerskirchen the chemical application quote of \$187.25/time from Quality Green was accepted, noting applications are not to be done until authorized by the township; carried unanimously.

Zack (M & J) asked why the low quote was not accepted. Nytes explained that Johnson's quote included blading; when that was factored in, Johnson's were the lowest.

## Road Maintenance

Klehr indicated there are a few weak shoulders which will be shaped as soon as conditional allow. Deutsch requested Klehr notch 225<sup>th</sup> Street West so the water has a place to drain.

The piece of Naylor Avenue that abuts the city's portion needs attention. Although it is the city's, officers want the work to preserve the township portion.

## Snow Removal Report

Johnson described two mailbox issues. When a box is damaged by the plow operator, the owner will be compensated \$50.

There are wooden mailbox holders in the SMBE development that are weathered and worn. The owners who maintain them with sealer, paint and/or stain are seeing a longer life; however, most are not maintained by the residents and are no longer in good shape. The township is not going to maintain these mailboxes; if contacted by any of the owners, the officer/employee/contractor will let them know the township and their contractors are not responsible unless damage was done by equipment operators.

There is new construction going on at 25430 Willow Court by Homeland Builders, which has caused damage to the center of the cul de sac. There are concerns the storm drain will get plugged from dirt and debris. Officers will view during their Annual Road Viewing.

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**Road Overseer** Perkins reported he met with Minnesota Roadways related to WCLD. The areas by 24540/24080/24033 all have severe pothole damage. Discussion ensued about how extensive of a repair is needed. Perkins will get a timeline from MN Roadways and if the project cannot be done early spring, the officers will cold patch these areas.

The property owner at 23008 Baseline Blvd. wishes to relocate their driveway for safety reasons. Perkins will meet with them and ascertain the best relocation area and have them submit an application for a driveway permit. The new fee structure includes the breakaway mailbox post with installation.

252<sup>nd</sup> needs gravel; it was graveled in 2013 and the area by 2780 is poor.

RSP2/3 quote was reviewed and will be sent to Shane Nelson prior to the Informational Meeting Tuesday April 17<sup>th</sup>. Perkins will also request a 3" overlay quote from MN Roadways so the board can make a decision on application. Clerk will send Nelson a copy of the county's and MN Roadway's quotes. MN Roadways will send a copy of the 3" quote to the clerk also for Nelson.

**Communication** Officers verified the phone numbers on the website are the best way to reach them. If Perkins will be out of town Clerk will let the officers know.

## Old Business

**Driveway Permit** Clerk distributed the revised driveway permit, which has been uploaded to the website.

**Sheriff's Report** Clerk compiled township reports for all of Scott County and provided a summary for comparison purposes.

**ORI** An update to the ORI process was provided by County Sheriff Hennen. The state is incorporating the new township ORI numbers into their system, after which the county will input the numbers into their traffic citation software and database.

**Unpaid Fire Calls** The only outstanding balance yet remaining is for Michelle Dunkel; the payment arrangement agreement was broken and a hearing is set for June 7, 2018 at 7:30 PM.

## New Business

**Township Legal Seminar** Clerk registered five officers for the complimentary seminar, hosted by Couri & Ruppe Law Office for Thursday June 14<sup>th</sup> from 9-4:00 at Albertville City Hall.

**Cert of Ins.**

1. Gopher State Sealcoat, Inc.
2. Rud Construction

**Payments** On a motion by Nytes/Wermerskirchen bills 5747 to 5751 were paid; carried unanimously.

5747	\$	1,782.00	Art Johnson Trucking, Inc.	Plow Roads
5748	\$	2,538.00	Klehr Grading & Excavating, Inc.	Road Grading
5749	\$	142.50	Couri & Ruppe, PLLP	Raven Stream Road Project
5750	\$	116.00	Suel Printing	Annual Meeting
5751	\$	50.00	Lowell Tangen	Moderator Fee for Annual Meeting

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## Receipts and Treasurer's Report

Lambrech updated the March report, noting the information was corrected to reflect the Treasurer's balance rather than the bank balance.

The Treasurer's Report was accepted as presented on a motion by Nytes/Wermerskirchen; carried unanimously.

3/15/2018	\$	500.00	Forstrom/Sauer	Jordan Fire Call
4/1/2018	\$	119.76	First Bank & Trust	Interest

## Meeting Continued

The meeting was continued to:

1. April 9<sup>th</sup> at 6:30 PM at Shakopee for the 2040 Comprehensive Plan Hearing, then to
2. April 17<sup>th</sup> at 5:00 PM for the RSP2/3 Informational Meeting at the New Prague Fire Hall and Conference Room, then to
3. April 19<sup>th</sup> at 7:00 PM for the Board of Equalization, followed by the May Work Shop to discuss road projects, at the New Prague Fire Hall Conference Room, all on a motion by Nytes/Wermerskirchen; carried unanimously.

## Work Shop

On April 19, 2018 at 7:35 PM, after adjournment of the BOE, the Work Shop was called to order.

RSP2/3 – Deutsch will contact the City Administrator, Mike Johnson, to see if the city is interested in combining an overlay on Naylor Avenue with the township's overlay project proposed for 2019.

Clerk will correct road mileage report to reflect the correct footage for Raven, Lavonne, Pearl and Renton.

Clerk will send information to Dan and Sharon Smith who own a lot abutting Raven Street, and who were excluded earlier as their home is on Renton Avenue. The lot on Raven appears to be a buildable lot and would therefore be included in the assessment process.

Clerk will research specifications for Plats Two and Three's road reconstruction in 1991 and 1992 and forward to Engineer Nelson.

Tentative dates for the Spring Road Viewing and cold patching on WCLD will be set at the May 3<sup>rd</sup> Regular Monthly Meeting.

## Adjournment

On a motion by Nytes/Wermerskirchen the meeting was adjourned at 8:15 PM.

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

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Duane Deutsch, Chairman

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DeAnn Croatt, Clerk