

Helena Township Board of Supervisors Regular Monthly Meeting

Minutes of May 3, 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 and Jeff Klehr
- Minutes** On a motion by Nytes/Wermerskirchen the April Regular Monthly Meeting Minutes and the April 17th Informational Meeting for Raven Stream Plats Two and Three landowners were approved as presented; carried unanimously.
- Snow Removal Report** Johnson asked to clarify that the Art Johnson quotes viewed last month had the grading separate from the hauling.
- Hauling quotes were received from Johnson and M & J
 - General road maintenance quotes were received from Klehr and Johnson
- Clerk will provide supervisors a copy of Johnson's quotes for any necessary clarification.
- Road Maintenance** Klehr indicated there is a TV in the ditch near 270th and Baseline. Also, on Naylor, about .5 mile south of CR 2, on the east side of the road by the orange intake, there was a hole in the road. Klehr repaired the hole and will continue to monitor the area, as will Perkins.
- Road Overseer** Perkins received two \$400 driveway permit fees:
1. 3334 from Paul Hanzel Homes for 701 Silver Maple Drive
 2. 4332 from Juergens Builders for 22424 Hunter Ridge Circle
- Perkins reported:
1. The culvert near 1666 West 245th was blocked and is now open and working as designed
 2. Camber grading and dust control were discussed and no changes will be made with current practice
 3. Minnesota Roadways quoted \$9,855.99 to patch areas on WCLD near 24033, 24080, 24120, 24540 and 24900. The quote was approved on a motion by Wermerskirchen/Nytes; carried unanimously.
 4. MN Roadway quote to patch RSP2/3 was higher than expected; therefore, it was the consensus of the board to roll into the overall project in 2019; the potholes will be patched with cold patch this spring.
 5. Dustcoating will need to wait until gravel is hauled and roads have been graded at least twice; estimate is early to mid-June. Perkins will follow up with a private pay request at 24631 St. Benedict Road
 6. Mark Novak's driveway off Naylor Avenue is within the city limits; therefore, Novak will be directed to contact the city offices for direction
 7. The culvert near Pexa/CR 89 was damaged by farm equipment. Perkins will contact the landowner and notify him the township will replace the damaged culvert and will send the invoice to the landowner, who will also be reminded to not farm the road ROW which weakens the integrity of the road bed and base
 8. Nick Hertaus at 23008 Baseline asked for permission to move his driveway for safety reasons; Perkins will work with Hertaus on a mutually agreeable location and receive the proper driveway permit and fee
 9. There was a dead beaver near Sand Creek along Hwy. 19; Alton will be monitored carefully
 10. Jeff Seifert reported excessive rock in the road ditch along Baseline
 11. Perkins requested a list of expiration dates on certificate of insurances; Clerk will send current information
 12. Officers will view trees along the west side of Columbus Avenue at Road Viewing

Helena Township Board of Supervisors Regular Monthly Meeting

Online Banking Clerk inquired about the use of online banking for higher interest rates on savings and will check with other Scott County Township Clerks and Treasurers to see if other townships take advantage of this option.

Old Business

RSP2/3 A resident along Renton Avenue broached the subject of including a Renton Avenue overlay as part of the overlay project. This will become a part of the feasibility study to help officers and residents determine if option is practicable.

The history of maintenance and ownership of Naylor Avenue was reviewed. The original annexation only took portions of Naylor Avenue abutting annexed land. In 2010 the city requested further annexation to include the entire roadway so the city would qualify for additional aid for maintenance. This was originally inadvertently omitted from the legal description. Therefore, to clarify the entire Naylor Avenue from State Highway 19 to 6th Street NW is city-owned.

Clerk sent the original specifications on Raven, Lavonne, Pearl, Michelle and Steven Streets to Engineer Nelson.

Clerk submitted a corrected road mileage report to Scott County, as RSP2's total mileage of .16 mile was corrected to .597 mile and Renton was reported at .036 mile. This information was also updated on the road inventory report and will be resent to officers.

Clerk will let Quality Green know the park only needs broadleaf and fertilizer application at this time.

ASC US Report Back Lambrecht and Croatt attended the Association of Scott County Clerks and Treasurers meeting and received election information related to E-Pollbooks, a new technology purchased by the county for implementation at 2018 elections.

Unpaid Fire Calls The Dunkel hearing is at the June Regular Monthly Meeting; property owner has been properly noticed.

New invoices were sent to Joubert and Kober.

Clerk received a phone call from Henry Kober who asked the board to consider reducing his fire call fee as the call was cancelled shortly after it was call in. After reviewing the circumstances, the board defended the fee structure and made no changes to the minimum charge of \$250 as there were two vehicles and eighteen volunteer firemen involved in the call out. Clerk will communicate this information to Mr. Kober.

Assessment Contract Clerk is working with county staff and with other Scott County Clerks on buildings and structure changes noticed at annual assessor viewings.

New Business

Ravine Inspection Scott SWCD recommended the silt fence be removed from the ravine; this will be viewed during the Annual Spring Road Viewing by township Supervisors and Road Overseer.

Cul De Sac Damage The contractor was contacted by the clerk about damage to the area by 25430 in Silver Maple Bay Estates.

Homeland Builders was aware of the damage, had told the property owner the repairs would be made as soon as conditions allowed, and anticipates restoration by May 4th.

Helena Township Board of Supervisors Regular Monthly Meeting

Payments

On a motion by Nytes/Wermerskirchen bills 5752 to 5757 were paid; carried unanimously.

5752	\$	4,488.00	Art Johnson Trucking, Inc.	Plow Roads
5753	\$	6,200.00	Klehr Grading & Excavating, Inc.	General road maintenance
5754	\$	1,235.00	Couri & Ruppe, PLLP	RSP2/3 Informational Meeting
5755	\$	159.50	Suel Printing	Assessment Notice
5756	\$	78.90	Southwest News Media	Annual Meeting
5757	\$	100.00	Paul Hanzel Inc.	Driveway Refund

Receipts and Treasurer's Report

Deputy Treasurer Hutton reported on First Bank and Trust banking relations. The savings account is classified as a Premium Money Market Savings Account and the banker feels this is the best account for the township. The current interest rate is .65%. The free checking account does not earn interest, and it was recommended the township create a "Net Teller ID" for better security. Hutton stressed a township is a governmental unit, not a business, and recommended the accounts remain as is for now.

4/5/2018	\$	750.00	Gretchen Ulrich	Jordan Fire Call
4/30/2018	\$	166.33	First Bank & Trust	Interest

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

Meeting Continued

The meeting was continued to:

1. May 14, 2018 at 7:00 PM for the Preliminary Plat and PUD of Connelly Farms at the Scott County Board Room, Shakopee
2. May 17, 2018 at 3:30 PM at the NP Fire Hall for a Work Shop; then to
3. Spring Road Viewing will be at a date and time to be determined by the Chair and with proper notice, all on a motion by Nytes/Wermerskirchen; carried unanimously.

Work Shop 3:30 May 17, 2018 at NP Fire Hall

Present: Deutsch, Wermerskirchen and Croatt

Also present: Karrie Deutsch

Items discussed:

1. The culvert for Carl Schoenbauer (damaged with farm equipment) will be replaced and invoiced to the property owner. Perkins met with Schoenbauer; if unwilling to pay for replacement culvert and installation, MN Statute 366.012 will be followed.
2. Deutsch and Wermerskirchen gave verbal approval for the Connelly Farm Plat at the Scott County Hearing Monday May 14th. On a motion by Wermerskirchen/Deutsch the township recommends approval of the Connelly Farm plat with the following three conditions:
 - a. Taxes current
 - b. Applicant is aware of the Right To Farm Ordinance
 - c. Lot fees (\$3k/lot = \$15k) will be paid at Mylar signing
3. Columbus Avenue was discussed. Owners of abutting land were identified as Troy Hoffman, Kevin Hartman, Neil Schneider and Randy Kubes. Deutsch was appointed Project Manager and authorized to have Klehr do an immediate repair not to exceed \$8k on a motion by Wermerskirchen/Deutsch; carried 2:0:1.

Helena Township Board of Supervisors Regular Monthly Meeting

4. Johnson's quote was reviewed again for clarity. Johnson submitted one quote for hauling gravel and another quote for general maintenance. Johnson was hired for gravel hauling; Klehr was hired for general maintenance.
5. The following additional Election Judges were appointed in the event more judges are needed, especially for the General Election as two officers are on the ballot:
 - a. Al Sticha (Primary and General closing shift, Connie Wersal-LaVelle, Jeff Wersal-LaVelle, Michael Dudley, Andrea Grabau, Jacob Hawkins, Todd Knettel, Alan Larson, Kyle Meyer, Raymond Sandey, and Andrew Schmitz
6. When Spring Road viewing is done, repairs at 25430 SMB Drive will be inspected.
7. Deutsch received a complaint of trucks hauling from Kwik Trip on Naylor Avenue. The portion used is city maintained; a city employee was notified. If further comments are received, they will be referred to Matt Rynda.
8. Dustcoating is scheduled for May 31st; spring road viewing and gravel hauling will need to be completed prior to that date. Deutsch will communicate this to Perkins.

Meeting was continued to Road Viewing Tuesday and Wednesday, May 22nd and 23rd at 3:30 PM and commencing at Wermerskirchen's; then to Thursday May 31st in Prior Lake at 6 PM for the SCALE Meeting, on a motion by Wermerskirchen/Deutsch; carried 2:0:1.

Adjournment On a motion by Deutsch/Wermerskirchen the meeting was adjourned at 8 PM on Thursday May 31, 2018.

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

Duane Deutsch, Chairman

DeAnn Croatt, Clerk