

Helena Township Board of Supervisors Regular Monthly Meeting

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

- Call to Order** Regular Monthly Meeting was called to order by Chairman Deutsch at 7:00 PM; Pledge of Allegiance said.
- Officers Present** Chairman Duane Deutsch, Supervisors John Wermerskirchen and Ed Nytes, Treasurer Pat Lambrecht, Deputy Treasurer Nathan Hutton, Road Overseer Darryl Perkins and Clerk DeAnn Croatt.
- Others Present** Scott County Administrator Gary Shelton and Jeff Klehr
- Minutes** On a motion by Wermerskirchen/Nytes the October Regular Monthly Meeting Minutes, the Raven Stream Plat Three Minutes, and Raven Stream Plat Two Minutes were approved as presented; carried unanimously.
- Checks from Clerk** The final payment from Blumhoefer for a fire call in the Jordan Fire District was received from LeSueur County Taxation Department.
- Scott County Administrator Gary Shelton** Shelton is retiring after 40 years with Scott County and was present to express appreciation to the township officers. Shelton said he and Prior Lake Administrator Frank Boyles are visiting each township and city in Scott County prior to the end of the years. He discussed high absentee voter turnout for the General Election, the improved working relationship with townships and cities, and asked that the township continue to support and benefit from SCALE. Officers expressed appreciation for working with Helena Township of the decommissioning of the SSD in Silver Maple Bay Estates, and for purchasing the land for the Cedar Lake Regional Park, and wished him well in his retirement.
- Klehr Road Report**
1. Columbus Avenue project is complete; Perkins will paint the stakes placed by Klehr.
 2. Baseline tree trimming is complete; Nytes said the trimming was conservative but looked very good by the curve; Clerk will invoice Cedar Lake Township for their share of the cost.
 3. Perkins and Klehr will view Al Pomeji's property in Raven Stream Two; water issues were reported in the ditches to the west, north and east.
 4. Klehr will blade again after the rains this weekend.
- Road Overseer Report**
1. Cut brush on Willow Court
 2. Trees on 270th by Sand Creek were trimmed
 3. St. Benedict Road needs several bags of Cold Patch; will attempt to complete this prior to freeze up
 4. Brush is being trimmed on Indian Avenue; should be completed by the end of this week

Old Business

- RSP2/3** Andrew Vistad, Hakanson Anderson, sent RFPs to three contractors, and received two proposals. Hakanson Anderson has worked successfully with both Braun Intertec and Haugo Geotechnical and because Haugo was the low proposal, Vistad recommended the township approve their proposal.
- On a motion by Nytes/Wermerskirchen, Resolution 110118 to Approve Haugo Geotechnical passed unanimously
- Baseline Trees** Clerk will invoice Cedar Lake Township for only the main portion of the work completed. The total invoice was \$12,900; Cedar Lake will be invoiced for \$2,400.
- Jordan Fire Contract** The contract for 2018 was reviewed.
- On a motion by Wermerskirchen/Nytes the contract was approved; carried unanimously.

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Snow Plow Contract Blue / RSP2	Johnson's have not returned the signed contract. Klehr will meet Perkins to define scoop of the project to grade the swale; the work will be completed this fall.
Columbus Avenue	This project was completed; one log by the power pole was left as it was too large and could have interfered with MVEC's system.
Jenkins Road Ditch	Perkins viewed the property previously and saw no indication of township-related issues. Perkins will view after this weekend's rain to ensure the ditch is draining properly prior to Clerk's communication with Jenkins.
Canvas	Canvassing will be done Friday November 16, 2015 at 4:00 PM (MAT).
Schoenbauer Culvert	A second notice has been sent to Carl Schoenbauer; it was noted the repair of the culvert vs. replacement, was done at Schoenbauer's request.
SWCD	Once the township receives a petition for the easement release, a hearing date will be set. [Received 11/2/18 and submitted to Attorney Ruppe]

New Business

Special Assessment Information Meeting	Clerk Croatt attended the informational meeting, with the following notes: <ol style="list-style-type: none">1. Use November 15th for a payoff deadline2. Assessments may be sent to Scott County individually or a compilation3. The county may be assessed for road projects, i.e., Juniper Avenue, when the county owns abutting land which benefits from the improvement4. Scott County no longer provides payoff amounts to closers and property owners; this must be done by township staff5. Deferred assessments may be certified to the county
Jordan Fire Contract	The contract for 2018 was reviewed. On a motion by Wermerskirchen/Nytes the contract was approved; carried unanimously.
Road Mileage	Croatt submitted the revisions to the township mileage report; mileage went from 31.443 to 31.916 for 2019.
ASC US Meeting Report Back	Treasurer Lambrecht and Clerk Croatt attended the Scott County Township Clerks and Treasurers Meeting and had the following notes: <ol style="list-style-type: none">1. Helena's documentation and use of lot fees is exemplary and closely follows state statutes; the Woodbury case was ruled on in August and may affect some townships without a good system.2. All townships allow a public comment time; some do this at the beginning of the agenda; other wait until the end of the meeting3. The group discussed how they handle work being done in their township without a permit; the general consensus was when a resident brought a complaint to the board, it is turned over to the Compliance Officer, Dan Eckholm. An exception is when the officers observe something during Road Viewing.
Certificate of Insurance	Clerk received a current Certificate of Insurance from Art Johnson Trucking, Inc. for the 2018-2019 snow season.
Jordan Fire Calls	Clerk sent two invoices; 1) Paul Wermerskirchen for a medical, and 2) Carl Schoenbauer for a corn bale fire

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Receipts and Treasurer's Report Treasurer Lambrecht reported an omission from the July statement; a deposit of \$462.52 from First Bank and Trust will be added to the Clerk's records on July 31, 2018.

7/31/2018	\$	462.52	First Bank & Trust	Optima Savings
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New receipts:

10/4/2018	\$	1,000.00	Scott County SWCD	Wetland Escrow
10/31/2018	\$	189.39	First Bank & Trust	Interest
10/31/2018	\$	212.85	Riverland	Interest

On a motion by Wermerskirchen/Nytes the Treasurer's Report was accepted as corrected; carried unanimously.

Bills Paid Bills #5815 – 5821 were paid on a motion by Wermerskirchen/Nytes; carried unanimously.

5815	\$	520.00	MAT	Conference Registration
5816	\$	123.22	Southwest News Media	RSP2/3 Legal Notice Publication
5817	\$	464.00	Suel Printing	Election and RSP2/3 Notices
5818	\$	354.00	Hakanson Anderson	Feasibility Report
5819	\$	8,509.80	Klehr Grading & Excavating, Inc.	Columbus/Ditch/Grading
5820	\$	12,900.00	L and T Tree Services, LLC	Baseline Blvd. (Cost Share)
5821	\$	23,066.71	City of Jordan	2018 Fire Contract

Building Permits

1. Schobert on Hunter Ridge Circle for HVAC
2. Lund on 260th for a shed
3. Peterson on 280th for windows
4. Kadelbach on 245th for siding
5. Eury on WCLD for siding
6. Cervenka on WCLD for a new roof
7. Kes on 225th for a septic replacement

Paul Hanzel Driveway Permit Hanzel contacted Perkins for a driveway permit for a new home in Connelly Farm plat. Officers reviewed the plat map and ascertained the permit would need to come from Scott County as there are no township roads within this plat. Perkins will return Mr. Hanzel's check.

Meeting Continued The meeting was continued to:

1. Monday November 13, 2018 at 6:30 PM for the 2040 Comp Plan Update at the Scott County Board Room
2. Thursday November 15-Saturday November 17, 2018 for the MAT Conference, Duluth
3. Monday November 19, 2018 at 6:00 PM for the New Prague Road Improvement Hearing re: Naylor

Duane Deutsch, Chairman

DeAnn Croatt, Clerk