

# Helena Township Board of Supervisors Regular Monthly Meeting

Minutes of December 6, 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** Jeff Klehr, Tom Johnson, Scott County Commissioner Barb Brekke, Karen and Bill Schroeder, Sue Ann and Richard Muetze, and Karrie Studer
- Minutes** On a motion by Wermerskirchen/Nytes the November Regular Monthly Meeting Minutes were approved as presented; carried unanimously.
- Checks from Clerk** \$2,400 from Cedar Lake Township for cost sharing on Baseline Blvd., and \$508 from Carl Schoenbauer for a culvert repair.
- SMBE** A group of property owners within Silver Maple Bay Estates II asked the board to consider paying for street lights. There are twenty-two homes in this 40-lot development, and an estimated eleven lights, of which three or four are working. The lights were to be paid by a HOA, which was never organized after developer filed bankruptcy. For a period of time Paul Hanzel paid for the lights; eventually Hanzel discontinued this practice. The township explained the lights that are lit are paid by groups of residents. The consensus of the board was not to pay for street lights.
- The residents asked about the maintenance of the grassy areas within cul de sacs. The township will view them during the annual spring road viewing and make any corrections needed to the soils.
- Klehr Road Report**
1. Bladed just prior to freeze-up
  2. Baseline is looking solid.
  3. Klehr will follow up with Perkins on the RSP2 (Blue) property
  4. 245<sup>th</sup> will be shaped this spring.
- Snow Contractor Report**
1. Johnson will replace Hutton's mailbox and post in the spring
  2. 270/Naylor dead-end sign will be replaced in spring
  3. Preusser's gate is interfering with snow removal and plow turnaround; Johnson is concerned he will damage the bituminous driveway and is backing out rather than drive on it; board will view to determine if the gate needs to be relocated to the west
- Road Overseer Report**
1. Perkins has been cleaning up the open driveway permit file and reported three were ready for a refund
  2. Clerk will add a term to the temporary driveway permit so they don't remain beyond six months. Clerk will have Perkins approve.
  3. The Jenkins property water issues are not apparent upon inspection. Clerk will follow up with property owner.
  4. Wermerskirchen provided a sample of a reflective work jacket and recommended Perkins purchase one for himself and wear it on all township jobs to improve safety because of visibility.
- Commissioner Brekke** Scott County Commissioner Brekke expressed her appreciation to Retiring Treasurer Pat Lambrecht and thanked her for her service to the residents of Helena Township.
- Brekke asked about any further comments related to the 2040 Comp Plan. Officers expressed disappointment with the 1:40 in the southwest portion of the township and Brekke offered to carry this forward for further consideration by staff.

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Brekke was also present during the conversation with the residents of SMBE and offered her thoughts and suggestions as it related to forming an HOA.

## Old Business

- US Solar** The Wolf solar project is reduced in size by 60% as requested by Xcel Energy to a maximum of 0.4 MW.
- Cedar Lake Township** Cedar Lake Supervisors have requested to meet with the Helena officers during a workshop. Clerk will communicate with Cedar Lake Clerk that workshops are suspended for the winter months and resume during construction season.
- Annual Audit** The Audit will be conducted at the office of the Clerk; public notice has been posted and published for 6:00 PM January 10, 2019.
- SWCD** After reviewing the "Drainage and Utility Easement Vacation Petition" and on a motion by Nytes/Wermerskirchen Resolution 120618 "Resolution Setting Public Hearing for Vacation of a Portion of Drainage and Utility Easement" was adopted; carried unanimously.
- Clerk will post and publish of the public hearing on January 3, 2019 at 7:00 PM at the New Prague Fire Hall.
- Chairman Deutsch will serve the papers to property owner Duane Bauer and will complete the required paperwork with the Clerk.
- On a motion by Deutsch/Wermerskirchen the "Agreement to Improve Drainage and Utility Easement" was signed and will be submitted to Troy Kuphal, SWCD District Director; carried unanimously.

## New Business

- New Prague Public Hearing** Deutsch and Croatt attended the public hearing for improvements which will affect township residents along Naylor Avenue to ensure assess to Raven Stream Plat Two, and to coordinate construction projects if feasible and not detrimental to either party.
- Educational Conference Recap** Officers reviewed highlights and items to follow up with, i.e., conflict of interest during cold patching, and updating the auditor's office on newly elected officers.
- Polling Location** Resolution 120618E "Resolution Designating Annual Polling Place" was adopted on a motion by Wermerskirchen/Nytes; carried unanimously. Clerk will submit to Scott County.
- Speed Trailer** Sheriff Hennen offered the use of a speed trailer within Helena Township.
- New Prague Fire Meeting** Nytes reported the fire department's tanker has two cracks and the department is leasing one; a replacement vehicle will be budgeted for in 2019 or 2020.
- Unpaid Fire Calls**
1. Payment was received from Wermerskirchen; it was received too late for reporting in December but will be included in the January report of receipts
  2. The invoice for Carl Schoenbauer was reduced by \$250 due to a calculation error by the city. Schoenbauers will submit a payment of \$1,750.

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**Receipts and  
Treasurer's  
Report**

New receipts:

11/1/2018	\$	3,459.54	State of MN	LGA
11/1/2018	\$	262.50	Mary Blumhoefer	Jordan Fire Call
11/30/2018	\$	122.57	First Bank & Trust	Interest
11/30/2018	\$	197.70	Riverland	Interest
12/3/2018	\$	143,621.58	Scott County	Tax Settlement
12/6/2018	\$	2,400.00	Cedar Lake Township	Baseline Cost Sharing
12/6/2018	\$	508.00	RAM Insurance	Culvert Damage

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

**Bills Paid**

Bills #5822 – 5862 were paid on a motion by Wermerskirchen/Nytes; carried unanimously.

5822	\$	262.50	Connie Wersal LaVelle	Election Judge
5823	\$	315.00	Peter Croatt	Election Judge
5824	\$	286.35	Cathy Joubert	Election Judge
5825	\$	185.17	Jon Hendricks	Election Judge
5826	\$	306.80	Katherine Deutsch	Election Judge
5827	\$	285.00	Mary Miller	Election Judge
5828	\$	291.80	Fran Barten	Election Judge
5829	\$	199.75	Jeff Wersal LaVelle	Election Judge
5830	\$	278.85	Shirley Schoenbauer	Election Judge
5831	\$	270.00	Allen Sticha	Election Judge
5832	\$	281.99	Martin Bisek	Election Judge
5833	\$	262.50	Florence Minar	Election Judge
5834	\$	306.80	Dave Minar	Election Judge
5835	\$	380.63	Rhonda Sandey	Election Judge
5836	\$	342.93	Town & Country Turf	Brush Control
5837	\$	75.00	Steve Rynda Construction	RSP2 Park Mowing
5838	\$	77.82	Southwest News Media	Annual Election
5839	\$	1,694.45	Art Johnson Trucking, Inc.	Salt and Plowing
5840	\$	2,705.00	Couri & Ruppe, PLLP	RSP2/3 and SWCD
5841	\$	1,387.00	Hakanson Anderson	RSP2/3
5842	\$	780.00	MATIT	Worker's Compensation
5843	\$	215.64	Scott County Treasurer	TNT
5844	\$	91.27	Executive Ocean	Acrylic Award (Lambrecht Retirement)
5845	\$	4,259.37	Clerk DeAnn Croatt	Wages, Meetings, Reimbursements
5846	\$	2,487.66	Chairman Duane Deutsch	Wages, Meetings, Reimbursements
5847	\$	2,179.11	Treasurer Pat Lambrecht	Wages, Meetings, Reimbursements
5848	\$	1,121.42	Supervisor Ed Nytes	Wages, Meetings, Reimbursements

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5849	\$	1,371.17	Supervisor John Wermerskirchen	Wages, Meetings, Reimbursements
5850	\$	1,113.11	Road Overseer Darryl Perkins	Labor, Wages, Meeting, Reimb
5851	\$	1,117.81	Deputy Treasurer Nathan Hutton	Wages, Meetings, Reimbursements
5852	\$	1,211.50	PERA	DCP
5853	\$	3,414.43	US Treasury	Withholding and Match
5854	\$	637.80	MN Dept. of Revenue	Withholding and Match
5855	\$	532.34	Klehr Grading & Excavating, Inc.	Hauling rock
5856	\$	2,480.00	Enchanted Forests, Inc.	Indian Avenue
5857	\$	2,500.00	Klehr Grading & Excavating, Inc.	Grading
5858	\$	100.00	Chad Oувerson	Driveway Refund
5859	\$	100.00	Paul Hanzel Inc.	Driveway Refund
5860	\$	429.04	Bryan Rock Product, Inc.	3/8" Screened
5861	\$	300.00	Johnson Reiland Homes	Driveway Refund
5862	\$	212.55	Chairman Duane Deutsch	Expense Reimbursement (Mileage)

- Building Permits**
1. Sevcik on Drexel for a new home
  2. Tupy on SMD for electrical
  3. Beno on WCLD for mechanical

**ORI**                   The township is receiving it's first ORI payment from fines incurred within the township. The amount for November is \$46.66.

**State Aid**            State Aid is increased by \$76 due to a calculation error by the state.

**Recognition of Treasurer Patricia Lambrecht**        Treasurer Pat Lambrecht was honored with a plaque for her service to Helena Township from March 1987 to December 2018. Lambrecht was commended for providing accurate records, offering suggestions on financial matters and working well with other organizations and officers. Lambrecht will continue to serve as Deputy Treasurer to ensure newly elected Treasurer is trained. It was a pleasure working with Lambrecht for nearly 32 years and she was wished much happiness and good health in her retirement.

**Meeting Adjourned**        On a motion by Nytes/Wermerskirchen the meeting was adjourned.

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Duane Deutsch, Chairman

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DeAnn Croatt, Clerk