

Helena Township Board of Supervisors Regular Monthly Meeting

Minutes of January 3, 2019 | 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 Nathan Hutton, Road Overseer Darryl Perkins and Clerk DeAnn Croatt.
- Others Present** Tom Johnson, Art Johnson Trucking Inc.
Colin Schoenecker-SWCD
- Oath of Office** Clerk administered the Oath of Office to newly elected and re-elected officers, namely, Treasurer Nathan Hutton, and Supervisors Edward Nytes and John Wermerskirchen.
- Election of Officers** On a motion by Wermerskirchen/Deutsch, Ed Nytes was elected chairman for 2019; carried 2:0:1 (Nytes)
- Minutes** On a motion by Deutsch/ Wermerskirchen the December Regular Monthly Meeting Minutes were approved as presented; carried unanimously.
- Checks from Clerk**
1. Carl Schoenbauer \$1750 for Jordan Fire Call
 2. Marilyn Wermerskirchen \$250 for Jordan Fire Call
- SWCD** The Public Hearing to consider vacating a portion of the drainage and utility easement in Hunter's Ridge development was called to order by Chair Nytes.
- Colin Schoenecker, SWCD, presented an update on the project and expressed staff's agreement to work with the township when constructing ingress and egress to the holding pond.
- Clerk informed the board that the township received the signed "Agreement to Improve Drainage and Utility Easement" from SWCD. Deutsch personally served the hearing notice to Duane Bauer on December 7, 2018; Bauer was also served notice by SWCD on November 30, 2018. Both affidavits are on file. It was also noted proper notice was posted and published for this evening's hearing. The Affidavit of Publishing was provided by Suel Printing and SW Newspapers.
- Supervisors Deutsch and Wermerskirchen viewed the property with SWCD staff; Nytes was also familiar with the property and SWCD's plans.
- On a motion by Wermerskirchen/Deutsch the public hearing was closed; carried unanimously.
- After reviewing project details, and further discussing ingress/egress, on a motion by Deutsch/Wermerskirchen Resolution 010319 Approving Vacation of a Portion of Drainage and Utility Easement was approved; carried unanimously.
- The Notice of Damage Award was approved on a motion by Deutsch/Wermerskirchen; carried unanimously. Clerk mailed a certified copy to the property owner; the Affidavit of Mailing is on file.
- A certified copy of the final town easement order was sent to the County Auditor who will enter it in the transfer records and note that it is "entered in the transfer record" (Minn. Stat. § 164.07, subd. 11). A certified copy was also sent to the County Recorder to be recorded. The Recorder documents included the "*Resolution Approving Vacation of a Portion of Drainage and Utility Easement*", the "*Notice of Completion of Proceedings Vacation of Easement*", and the "*Resolution Approving Vacation of a Portion of Drainage and Utility Easement*".

Helena Township Board of Supervisors Regular Monthly Meeting

Documents will be sent to SWCD also for their records.

Snow Contractor Report

1. Johnson coordinates chips and salt for the township as needed
2. Johnson respectfully asked the board to consider allowing the snowplow contractor to also haul gravel in the spring as winters with below average snows results in revenue losses. Officers agreed to consider this request and would make a decision prior to spring quotes.

Road Overseer Report by Darryl Perkins

1. Met with Klehr at the Blue property in RSP2. Klehr will use his skid loader to make the swale corrections when the ground is thawed. The dirt can all be repurposed onsite; no hauling needed.
2. Wermerskirchen had pictures of logs and debris in the Camber ravine; Wermerskirchen visited with the property owner who will remove obstructions to the culvert and will remove all debris from the road ROW.
3. Wermerskirchen asked about the temporary driveway permit in Hunters Ridge. Perkins talked with the owner who will remove it once the ground thaws.

Temporary Permit

Officers approved the Temporary Driveway Permit and copies were provided to Perkins and will be available on the website: www.helena-township.com.

Old Business

RSP2/3

Officers reviewed the timeline; Clerk will communicate with Attorney and Engineer to ensure plans and specifications will be ready for the February Regular Monthly Meeting.

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.

New Business

Assessment

All outstanding assessments were certified to the Scott County Taxation Department

IRS Mileage Rate

Mileage reimbursement increased January 1, 2019 from \$0.535 to \$0.58. The Schedule of Charges will be reviewed and approved at the February Regular Monthly Meeting.

Receipts and Treasurer's Report

New receipts:

12/21/2018	\$	46.66	State of MN	Fine
12/21/2018	\$	1,750.00	Carl Schoenbauer	Culvert Damage
12/21/2018	\$	250.00	Paul Wermerskirchen	Jordan Fire Call
12/21/2018	\$	4,491.26	State of MN	Aid
12/31/2018	\$	204.49	Riverland	Interest
12/31/2018	\$	259.74	First Bank & Trust	Interest

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

Bills Paid

On a motion by Wermerskirchen/Deutsch bills #5863-5868 were paid; carried unanimously.

5863	\$	2,465.00	Art Johnson Trucking, Inc.	Snow Plowing
5864	\$	648.00	New Prague Mini Storage, Inc.	Record Storage Unit Annual Rent

Helena Township Board of Supervisors Regular Monthly Meeting

5865	\$	32,696.39	Scott County Treasurer	Seal Coating SMBE
5866	\$	1,825.00	MATIT	Commercial Insurance
5867	\$	5,510.00	Haugo GeoTechnical Services LLC	Drilling/Geotech Report RSP2/3
5868	\$	422.75	Suel Printing Company	Hearing Notice for SWCD Project

- Building Permits**
1. Johnson Reiland Builders on Silver Maple Drive for a new home
 2. Remodel on Redwing
 3. Remodel on WCLD for Beno
 4. Replacement on Redwing for Amundson
 5. Septic Replacement on Raven Street for Flemming

St. Benedict Baseball On a motion by Deutsch/Wermerskirchen the 2019 3.2 Liquor License for the St. Benedict Baseball League was approved; carried unanimously.

Certificate of Insurance Certificates were received for Knife River and Haugo Geotechnical.

Willow Lane Clerk sent notices to thirteen property owners who have special assessment balances to ensure they know the process and timeline to pay the balance to avoid paying interest.

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

Edward Nytes, Chairman

DeAnn Croatt, Clerk