

Helena Township Board of Supervisors Regular Monthly Meeting

Minutes of March 7, 2019 | New Prague Fire & Ambulance Conference Center

- Call to Order** Regular Monthly Meeting was called to order by Chairman Nytes at 7:00 PM; Pledge of Allegiance said.
- Officers Present** Chairman Ed Nytes, Supervisor Duane Deutsch, Treasurer Nathan Hutton, Road Overseer Darryl Perkins and Clerk DeAnn Croatt.
- Others Present** Tom Johnson, Art Johnson Trucking Inc.
- Minutes** On a motion by Deutsch/Nytes the February Regular Monthly Meeting Minutes were approved as presented; carried unanimously.
- Snow Contractor (Johnson) and Road Overseer (Perkins) Reports**
1. Johnson indicated concerns that not all damaged mailboxes and/or posts are a direct result of a plow hitting it; with the extraordinary snow this season, some damages are caused by other means. When Johnson damages a mailbox, the incident is reported to Perkins and the owner contacted.
 2. The granary belonging to Hofferma will be repaired as weather allows by Johnson
 3. There was a report of a mailbox down on 265th/Columbus; it was repaired and reinstalled by the owner
 4. A mailbox south of St. Benedict needs to be inspected
 5. At 252nd/21 the "Stop Ahead" sign is propped in the snowbank; Perkins will repair as weather permits
 6. The fence on the Zard property was damaged. Johnson expressed concern that it is extremely difficult to plow snow because the fence is right off the cul-de-sac. When repairs are made, Perkins will visit with Zard about relocating a portion of the wrought iron fence.
 7. The sign at 270th/Naylor will be repaired.
 8. Nytes asked for the history of the township not plowing the township portion of Michael and Birdie Brenner's driveway. Johnson said soon after Brenner moved to the property, Brenner told Johnson Brenner would plow the snow because there is no place for Johnson to turn around.
- Seal Coating** An estimate of \$7,300 was received from Scott County for seal coating Willow Lane.
- On a motion by Deutsch/Nytes Perkins was authorized to proceed working with the county on this project; carried unanimously.
- Budgets** Hutton indicated the road and bridge fund is unfavorable to budget because of the unusual snows. Hutton mentioned the blading and harsh conditions may result in bituminous repairs ahead of the original schedule. Nytes stated the Spring Road Inspection will be done carefully with this in mind.
- ## Old Business
- Lobby Day** Lobby Day was attended by Supervisors Nytes and Deutsch, and Clerk Croatt. A summary is included in the Minutes Book and was shared with Supervisor Wermerskirchen.
- SWCD** A check in the amount of \$3,500 for the escrow fund was received from SWCD; Clerk will provide copies of all invoices paid by the township YTD [completed March 8, 2019].
- RSP2/3** Clerk received copies of the bid packets for Raven Stream Plat Two and Raven Stream Plat Three. Bid opening is set for 3:30 PM March 28, 2019 at the New Prague Fire Hall. Hutton contacted Hometown Bank in Jordan for interest and term information related to borrowing short-term money; Nytes also contacted First Trust; both banks offer loans for this purpose.

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City of New Prague An invoice in the amount of \$4k was sent to the City of New Prague for Alton Avenue Maintenance for 2018-2019 per the Alton Avenue Joint Powers Agreement.

Ice & Snow Notice A notice related to ice and snow was published in both the New Prague Times and Jordan Independent. There is also a document online which covers the Public Highways (Roads) Act, with similar information.

Franchise Fee Clerk is in communication with Jaguar and has requested they draft a franchise agreement for Attorney Ruppe's review.

New Business

Cert of Inc. Certificate was received for Greater Minnesota Gas

Utility Permit 1. Greater Minnesota Gas for work on Silver Maple Drive

Resolution Clerk reviewed a turnback resolution drafted by Blakeley Township; the consensus is to consider a similar resolution if deemed helpful during the turnback process.

New Prague Fire Dept. A new pumper truck was approved by the city. The truck is \$619,648; the cost is split 50/50 between the city and the Rural Fire Association. Nytes reported in communication with Fire Chief Tikalsky about hall rental; the township offered to contribute for specific purchases in lieu of rent as a benefit to the department and township.

Schedule of Charges The Schedules of Charges will be reviewed in April as it relates to Lot Fees for lots of record; this will be a subject at the Scott County Township Association Meeting on March 21st.

Quotes Quotes and advertisements were received from the following businesses; copies are on file with the Clerk:

1. Tiller Corporation
2. Central Applicators
3. Quality Green
4. Bryan Rock Products, Inc.
5. Kraemer Mining and Materials, Inc.
6. TJ Deutsch Ditch Mowing

Clerk will add to April agenda.

Building Permits

1. Jirik on 260th for basement finish
2. Johnson Reiland on Silver Maple Drive for a new home
3. Wann Family Trust on WCLD for a new home
4. Olson on 223rd for furnace
5. Hartman on Baseline for a fireplace
6. Pieper on 223rd for a remodel
7. Hampton on 225th for new windows
8. Scott Pexa obtained a building and driveway permits from Cedar Lake Township in error; the matter has been resolved with the plat showing use of the existing driveway onto 280th.

Receipts and Treasurer's Report New receipts:

2/11/2019	\$	5,099.23	BevComm Inc.	Franchise Fee
2/11/2019	\$	667.45	Comcast	Franchise Fee

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2/11/2019	\$	150.00	DJTJ Trucking	Mailbox Post
3/4/2019	\$	3,500.00	SWCD	Escrow
3/5/2019	\$	20,402.10	Scott County	Gas Tax
3/8/2019	\$	400.00	Superior Contracting	Driveway Permit
3/8/2019	\$	400.00	Paul Hanzel Homes	Driveway Permit
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On a motion by Deutsch/Nytes the Treasurer's Report was accepted as presented; carried unanimously.

Bills Paid

On a motion by Deutsch/Nytes bills #5880--5894 were paid and a transfer of \$25k was acknowledged; carried unanimously.

5880	\$	20,408.35	Art Johnson Trucking, Inc.	Snow Plowing
5881	\$	412.47	Bryan Rock Products, Inc.	1/2" Screen
5882	\$	19,183.88	Hakanson Anderson	RSP2/3
5883	\$	56.34	Southwest Newspapers	Annual Audit
5884	\$	1,000.50	PERA	DCP
5885	\$	2,569.99	US Treasury	Federal Withholding/Match
5886	\$	517.50	MN Dept. of Revenue	State Withholding/Match
5887	\$	2,398.40	Clerk DeAnn Croatt	Salary/Mtgs/Reimbursements
5888	\$	1,484.95	Supervisor Duane Deutsch	Salary/Mtgs/Reimbursements
5889	\$	232.05	Deputy Treasurer Patricia Lambrecht	Training/Audit
5890	\$	1,229.95	Chairman Edward Nytes	Salary/Mtgs/Reimbursements
5891	\$	1,139.51	Supervisor John Wermerskirchen	Salary/Mtgs/Reimbursements
5892	\$	455.09	Road Overseer Darryl Perkins	Labor/Salary/Mtgs/Reimbursements
5893	\$	1,432.53	Treasurer Nathan Hutton	Salary/Mtgs/Reimbursements
5894	\$	56.00	Suel Printing Company	Ice and Snow Notice

Upcoming Meetings

- March 12th – Annual Meeting 8 PM (New Prague Fire Hall)
- March 20th – Scott County Township Association 7:00 PM (Spring Lake Town Hall)
- March 28th – Bid Opening 3:30 PM (New Prague Fire Hall)
- April 4th – Regular Monthly Meeting 7:00 PM (New Prague Fire Hall)
- April 18th - Board of Equalization 7:00 PM (New Prague Fire Hall)
- April TBD – Assessment Hearing 7:00 PM (New Prague Fire Hall)

Continuations

On a motion by Deutsch/Nytes the meeting is continued to March 12th; then March 20th; then finally to March 28th at times and locations as noted above; carried unanimously.

Edward Nytes, Chairman

DeAnn Croatt, Clerk