

Helena Township Board of Supervisors Regular Monthly Meeting

Minutes of December 5, 2019 | New Prague Fire 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, Supervisors John Wermerskirchen and Duane Deutsch, Treasurer Nathan Hutton, Road Overseer Darryl Perkins and Clerk DeAnn Croatt.
- Others** Jeff Klehr, Rev. Steve Trewartha, Tom Johnson, and Engineer Greg Halling
- Minutes** On a motion by Wermerskirchen/Deutsch the November Regular Monthly Meeting and the Work Shop Minutes were approved as presented; carried unanimously.
- Maintenance** Klehr reported:
1. 245th Street West from 21 going east needs gravel; the road has a lot of heavy farm traffic and is getting wider; redrock application will be considered; tile may also be considered
 2. Wann tile project has not been completed; if private tile is permeable, Klehr will work with property owner for their tile replacement at the same time the township tile is replaced
- Snow Removal** Johnson reported:
1. The mailbox damaged on Bohnsack Way was due to heavy snow coming off the blade; Perkins will follow up with property owner and offer to install a swing-away post
- FaithPoint** Clerk reviewed the recent communications as:
1. Greg Wagner expects the OAA Board to meet in January
 2. Bob Ruppe provided a revised Developer's Agreement; there are several unknowns which need to be finalized prior to finalizing the document
 3. Road borings will be done by Greg Halling and sent to Andrew Vistad
 4. The cost to chip seal within one year will be included in road estimate; this will not extend the warrantee period of two years
 5. Greg Halling has concerns about widening the road on both sides; prefers to widen on the south side for better road strength; Halling will discuss with Andrew and left the grading and perm SWPP with the officers
 6. No turn lanes; nor bypass lanes are required by the county on Redwing and the township on 270th
 7. Bob will include language in DA to ask for another transportation study when the church reaches 450 parishioners
 8. The road has an average of 5" of gravel; an average of 4" will be added to make a total of 9" throughout
 9. Wermerskirchen emphasized that the cost of the road could change; we won't have a final number until the contractor is selected and the project is complete
 10. Andrew's review comments were shared with the group; Halling will confer with Andrew
 11. Bob indicated MN Statutes states townships are legally responsible for ponds; the DA allows for costs to be incurred by the property owner however
 12. Clerk reviewed a recent communication from/to Ben Scheffler (FaithPoint) to ensure everyone was aware of recent progress by FaithPoint
 13. A street light will be installed at the intersection of 15/270th; Clerk will ask Wagner to clarify who maintains the light after installation
 14. Andrew and Halling will complete a profile of the wetlands and ditches/culverts/driveways/berms/sloping; current tile needs to be located
 15. On a motion by Wermerskirchen/Deutsch the church received driveway permits for the egress/ingress drive; carried unanimously.

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16. Next Steps:

- a. Greg Halling will send road plans to Andrew
- b. Upon finalized road plans Andrew will provide a revised estimate
- c. With the revised estimate, Bob will finalize the Developer's Agreement, including the amount of the Letter of Credit and the Escrow Fund Amount

On a motion by Deutsch/Wermerskirchen, a favorable recommendation to approve the plat and conditional use for a church to be built in Section 35 of Helena Township with the following conditions and carried unanimously:

1. Approved Developer's Agreement
2. Engineering of road approved by Hakanson Anderson re: road ditches, drainage, etc.
3. FaithPoint provides a Letter of Credit and escrow as required in the Developer's Agreement

Road Overseer Report

1. A planter on Lucy was knocked over by the snow; property owner has been notified that the township and its contractors are not responsible for damage to the planter as it is located in the township ROW
2. Home owners at 22401 and 22241 Hunter's Ridge were notified to move rocks from ROW
3. Mattress was pick up in the ditch by 245th and St. Benedict
4. Mailbox posts were installed at 22352 Hunter's Ridge and 910 Silver Maple Drive

Old Business

RSP2/3

The final invoice has not been submitted.

SWCD

The work is complete; the sign erected. Once all invoices are received and paid, the escrow balance will be refunded to SWCD.

New Business

Township Tuesday

Clerk prepared a script for KCHK's feature "Township Tuesday". The script will be finalized and sent to KCHK prior to the February show. Volunteers are Ed Nytes, Nathan Hutton and DeAnn Croatt.

Building Permits

1. Mechanical for Grabau on Helena Blvd.
2. Repairs for Schrock on Baseline
3. New roofs for Brewer on 240th and Bily on St. Benedict Road

Cert of Ins

Hakanson Anderson Associates, Inc.

Resolution

On a motion by Wermerskirchen/Deutsch Resolution 120519 "Resolution Designating Annual Polling Place" was adopted; carried unanimously.

MAT

Officers shared information from MAT; this year's topics were very helpful and clarified many accounting reporting issues.

Delmar Estates

The Clerk has been working with Chris Kubes, Marty Schmitz, Andrew Vistad and Bob Ruppe on a Developer's Agreement, Letter of Credit and Escrow Fund for the pond in Delmar Estates.

A draft agreement will be sent to the developer shortly. Vistad recommends a Letter of Credit in the amount of \$20k, and an escrow of \$5k.

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Receipts

New receipts:

10/3/2019	\$	5,000.00	FaithPoint	Escrow
10/3/2019	\$	5,000.00	Simon/Steinhoff	RSP2/3
10/3/2019	\$	3,473.09	State of Minnesota	Ag Credit
10/3/2019	\$	300.00	Doig/Hauser	Mailbox Post
11/30/2019	\$	103.23	First Bank & Trust	Optima
11/30/2019	\$	193.42	Riverland Bank	Interest

Bills Paid

On a motion by Deutsch/ Wermerskirchen bills # 6082—6100 were paid; carried unanimously. On a motion by Wermerskirchen/Deutsch a transfer of \$60k from savings to checking was authorized and the Treasurer's Report was accepted as presented; carried unanimously.

			Steve Rynda Construction &	
6082	\$	80.00	Landscape	Mow and Trim RSP2 Park
6083	\$	10,938.40	Hakanson Anderson	RSP2/3 and SWCD
6084	\$	36,012.43	New Prague Rural Fire Protection	Second Half Contract
6085	\$	852.00	MATIT	Worker's Compensation Insurance Premium
6086-91	\$	10,807.35	Officers and Employee	Salary/Mtgs/Reimbursements/Labor
6092	\$	1,195.00	PERA	DCP
6093	\$	3,128.64	US Treasury	Federal Withholding/Match
6094	\$	619.25	MN Dept. of Revenue	State Withholding/Match
6095	\$	2,987.00	Klehr Grading & Excavating, Inc.	Grading
6096	\$	3,995.00	Art Johnson Trucking, Inc.	Snow Plowing
6097	\$	38.67	Pat Lambrecht	PNP Training
6098	\$	15.20	Scott County	Cracksealing Final
6099	\$	65.00	JAAK LLC	Mailbox Post
6100	\$	69.61	Samantha Solheid	Assistant Road Overseer

Levy

Clerk prepared a spreadsheet to aid in discussion of the levy history and trends

Adjourn

On a motion by Wermerskirchen/Deutsch at 10:15 PM the meeting was adjourned; carried unanimously.

Edward Nytes, Chairman

DeAnn Croatt, Clerk