

Helena Township Board of Supervisors Regular Monthly Meeting

Minutes of January 2, 2020 | 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, Road Overseer Darryl Perkins and Clerk DeAnn Croatt.
- Others** Chris Kubes, Tom Johnson & son
- Delmar Estates** Delmar Estates Developers Agreement was approved on a motion by Wermerskirchen/Deutsch; carried unanimously. Kubes presented the township with checks from Duane and Glen Bauer to establish a \$5,000 Escrow Fund and for payment of the \$15,000 Lot Fees.
- The Letter of Credit for \$20,000 is forthcoming from Hometown Bank in Jordan, who is working with Attorney Ruppe..
- Chair Election** On a motion by Deutsch/Nytes John Wermerskirchen was elected as the 2020 Chairman; carried unanimously and Wermerskirchen chaired the balance of the meeting.
- Minutes** On a motion by Deutsch/Nytes the December Regular Monthly Meeting Minutes were approved as presented; carried unanimously.
- Snow Removal** Johnson reported:
1. Applied two loads of chips to icy roads
 2. 245th by CR15 has black dirt surfacing; this will need attention in the spring
 3. WCLD, Juniper, Koepper and St. Benedict roads are starting to break up. Cold patch will be applied in Spring.
- FaithPoint** Clerk provided an update as follows. The next steps defined at the December meeting are:
- a. Greg Halling will send road plans to Andrew; the township has not been informed this was done
 - b. Upon finalized road plans Andrew will provide a revised estimate
 - c. With the revised estimate, Bob Ruppe will finalize the Developer's Agreement, including the amount of the Letter of Credit and the Escrow Fund
- The OAA Board Meeting is January 9, 2020 at City Hall at 6:30 PM. Action that evening will be contingent upon a finalized Developer's Agreement, receipt of the Letter of Credit, and road reconstruction specifications finalized and approved by Engineer Vistad..
- Road Overseer Report**
1. W-4 forms for Samantha and Brenna Solheid presented for Treasurer
 2. Followed up with Flemming in Raven Stream
 3. Nelson's post was installed on Bohnsack Way; Clerk will invoice Nelson \$150

Old Business

- Election Judges** The following volunteers were appointed Election Judges for three 2020 elections: Al Sticha, Robert Yost, Jeff Wersal-LaVelle, Connie Wersal-LaVelle, John Wermerskirchen, Barb Wermerskirchen, Shirley Schoenbauer, Rhonda Sandey, Darryl Perkins, Judy Pauly, Shari Nytes, Edward Nytes, Florence Minar, David Minar, Mary Miller, Patricia Lambrecht, Cathy Joubert, Nathan Hutton, Jon Hendricks, Karrie Deutsch, Peter Croatt, DeAnn Croatt, Martin Bisek, and Fran Barten. Alternates are Lance Krzmarcik and Deb Krzmarcik.
- RSP2/3** Flemming contacted Perkins regarding the new mail box post. Flemming had questions about why he had to pay for the post. Clerk reviewed prior minutes to determine in February of 2018 Flemmings agreed to a payment of \$50 by Johnson for damage to their box/post; in October of 2018 Deutsch explained the \$150 was for the post and Flemming

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could keep his mailbox; at the August 2019 meeting it was decided no reduction was made to the post replacement invoice. Clerk will send third and final notice to the following residents who have not paid for their mailbox posts: Flemming, Frechette, Holicky, Jorgenson, Leiter, Monte, Olson, Seitzer, and Urzua.

On a motion by Deutsch/Nytes the Hearing date is set as April 2, 2020 at 7:30 PM at the New Prague Fire Hall Conference Room; carried unanimously.

The special assessments for Raven Stream and Willow Lane were certified with Scott County's Treasurer's Office by the Clerk.

Nuisance Ordinance

Nytes shared information on the Nuisance Ordinance; Nytes discussed the ordinance with other township officers who were in attendance at the December SCALE meeting. The SCALE meetings have been moved to SMSC's The Links effective January 10th.

SWCD

Deutsch and Croatt met with Pete Beckius on December 20, 2019 to sign off on the Minnesota Wetland Conservation Act Technical Evaluation Panel Findings and Recommendations for Helena Wetland Bank Initial Wetland Credit Deposit. Clerk has filed all related documentation.

Driveway Permit

Paul Hanzel received a driveway permit for 752 Silver Maple Dr.

New Business

Township Tuesday

Clerk provided a revised script for Nytes, Hutton and Croatt, who will represent the township on KCHK's Township Tuesday program February 18, 2020.

Building Permits

1. Finish basement for Nicolai on 260th Street West
2. Mechanical for Nicolai on 260th Street West
3. Mechanical for Woodgate on Redwing
4. Tankless Water Heater for Woodgate on Redwing
5. Basement Kitchen for Larson on Willow Court
6. Reroof for Deutsch on Indian
7. Reroof for Doge on Delmar
8. New Home for Gesler on 230th Street West
9. New Home for Hanzel

Alton Ave.

The Clerk sent the annual invoice to the City of New Prague for the maintenance of Alton Avenue.

Scott County Bids

Helena Township was invited to participate in Scott County's crack fill and seal coating project bidding process. Perkins will ask for cost estimates for WCLD and coordinate with John Wiita.

St. Benedict Baseball

On a motion by Deutsch/Nytes the St. Benedict Baseball Club's 3.2 Malt Liquor License was approved by the township; carried unanimously.

Cert of Ins

1. Jaguar Communications, Inc.
2. Knife River Corporation

Board of Equalization

Chair Wermerskirchen received his Board of Appeal and Equalization Training Certificate and Clerk will file in the township records.

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Schedule of Charges After discussion and a comparison of neighboring townships' schedules of charges, and on a motion by Deutsch/Nytes meeting fees increased by \$5, Clerk's monthly salary increased by \$200, Treasurer's monthly salary increased by \$100, and hourly labor increased by \$5; carried unanimously.

Audit Meeting The Audit Meeting is set for February 18, 2020 at 6:00 PM at the Office of the Clerk. The notice was published and posted.

Receipts New receipts:

12/6/2019	\$	400.00	Paul Hanzel Homes	Driveway Permit
12/6/2019	\$	129.97	State of Minnesota	ORI
12/6/2019	\$	400.00	FaithPoint	Driveway Permit
12/31/2019	\$	167.65	First Bank & Trust	Interest
12/31/2019	\$	213.63	Riverland Bank	Interest
12/31/2019	\$	178,288.42	Scott County	Second Half Taxes

Bills Paid On a motion by Deutsch/Nytes a \$5k transfer was authorized by the Treasurer; carried unanimously.

On a motion by Deutsch/Nytes bills # 6101—6107 were paid; carried unanimously. On a motion by Nytes/Deutsch the Treasurer's Report was accepted as presented by the Clerk; carried unanimously.

6101	\$	1,700.00	Cedar Lake Township	Baseline Avenue 2020 Maintenance
6102	\$	1,730.00	Couri & Ruppe PLLP	FaithPoint
6103	\$	215.19	Scott County Treasurer	TNT
6104	\$	322.00	Hakanson Anderson	FaithPoint
6105	\$	162.00	Scott County Treasurer	Mailbox Post Material
6106	\$	65.00	JAAK LLC	Installation of Mailbox Post
6107	\$	5,797.32	Art Johnson Trucking, Inc.	Snow and ice removal and treatment

Levy Clerk revised the levy spreadsheet to aid in discussion of the levy history and trends.

Adjourn On a motion by Nytes/Deutsch at 9:15 PM the meeting was continued to January 9, 2020 at New Prague City Hall at 6:30 PM for the OAA Board Meeting for FaithPoint Lutheran Church; then to January 27, 2020 at 6:30 PM for the Scott County Ordinance Update at a location TBD; carried unanimously.

John Wermerskirchen, Chairman

DeAnn Croatt, Clerk