

# Helena Township Board of Supervisors Regular Monthly Meeting

## Minutes of April 2, 2020 | Helena Teleconference Meeting

*Until further notice Helena Township Meetings will be held by teleconference. On March 13, 2020 Gov. Walz declared a public health emergency related to the COVID-19 infectious disease. As of March 20, 2020, MN Department of Health guidelines allow teleconferencing. On March 23, 2020 Resolution 032320 "Establishing the Ability to Conduct Open Meetings by Telephone" was unanimously adopted. This is in alignment with COVID-19 CDC guidelines, Executive Order 20-01 "Declaring a Peacetime Emergency and Coordinating Minnesota's Strategy to Protect Minnesotans from COVID-19", and in an effort to protect the safety of township officers, employees and citizens. Helena Township Meetings are held the first Thursday each month and will start at approximately 7:00 PM. The Chair will ensure a quorum prior to calling the meeting to order. When a Work Shop is needed, it will be set at the Regular Monthly Meeting, and will be the third Thursday of the month. **To participate please call 425.436.6313. When prompted enter the Access Code: 413491#.** Thank you and stay safe!*

- Call to Order** Regular Monthly Meeting was called to order by Chairman Wermerskirchen at 7:00 PM and asked the clerk to introduce the topics and take a Roll Call Vote for each motion.
- Roll Call** Chairman John Wermerskirchen, Supervisor Duane Deutsch, Supervisor Ed Nytes, Treasurer Nathan Hutton, Road Overseer Darryl Perkins, Deputy Clerk Jody Deutsch and Clerk DeAnn Croatt.
- Others** Tom Johnson, Pam Caselius
- Minutes** On a motion by Nytes/Wermerskirchen the March Regular Monthly Meeting Minutes were approved as presented; carried as follows: Deutsch – yes; Nytes – yes; Wermerskirchen – yes.
- Gravel Hauling** After a review of the Art Johnson Trucking quote of \$4.55/ton from Union Trail; \$4.90/ton from Bryan; \$3.50/ton from Pentagon; \$115/hour for grader; \$98/hour for shouldering, and on a motion by Deutsch/Nytes was accepted; roll call vote: Deutsch-yes; Nytes-Yes; Wermerskirchen-yes; carried unanimously. Perkins will prepare a map for Johnson after the April 15<sup>th</sup> meeting.
- Road Reports**
1. Hutton reported the state plans a turn lane from 19 onto Koepper within the next ten years; however, patrol is lobbying for it sooner. Township will want to coordinate improvements to Koepper with the state
  2. Lucy has brush growing up; Hutton will remove within the two feet along the road
  3. Lucy and Mark are cracking
  4. Perkins has a supply of flags from Wermerskirchen and will distribute them to Nytes and Deutsch
  5. Klehr observed the following issues:
    - a. Spots need gravel on Naylor and 270<sup>th</sup> by J and M Ruehling farms
    - b. 225<sup>th</sup> on the west end and on hill and west of hill for rocks surfacing
    - c. 255<sup>th</sup> on both ends and on hill west of Raven Stream culvert
    - d. 252<sup>nd</sup> cartway
    - e. 270<sup>th</sup> west of County Road 15
    - f. 265<sup>th</sup> starting at the tar
    - g. Culvert issue on Camber by pond; part of the county project (west side of road). There are also logs and concrete on Camber to be inspected.
    - h. 245<sup>th</sup> between Xanadu and Drexel
  6. Johnson repaired the sink hole on 225<sup>th</sup> in Section 2. Johnson indicated the culvert has some rust on the bottom and Perkins will watch this area closely to ensure the stability of the road is not compromised
  7. Perkins will ask the post installer to relocate the post at 925 Silver Maple Drive on his next trip to the development; if a cost is incurred the homeowner will be invoiced with prior approval
  8. Perkins inspected the damage to grass in Raven Stream and felt the damage was minimal; no follow up needed
  9. The mailbox at 25271 St. Benedict Road has damage to the base; no follow up needed
  10. Snow plowing on 240<sup>th</sup> St W was resolved with the understanding Johnson will lift the blade at the gate before turning around
  11. If Perkins has utility or driveway permits, the work will be done while Social Distancing, and Perkins will ask the clerk for assistance as needed

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12. Deutsch indicated trees and brush on 270<sup>th</sup> St. West are impeding the road; clerk will contact the homeowner and ask them to trim or remove anything within two-feet of the edge of the road
13. The county is filling potholes on WCLD; process started April 2<sup>nd</sup> and will proceed until completed
14. Discussed right of way damage on Bohnsack Way. Damage likely done last fall before freeze-up. Viewed by Croatt, Nytes, Deutsch and Perkins. Consensus was restoration in cases like this need to be done by the property owner. Johnson uses care and caution to not cause damage; sometimes it's difficult to circumvent. Clerk will communicate with property owner.
15. Johnson reported 245<sup>th</sup> going east needs gravel/redrock (redrock applied to the west road in 2019)
16. Redrock is best for patching; seems to hold up nicely
17. There is a deep hole on 245<sup>th</sup>; will be inspected by supervisor
18. Mailbox post erected at 742 Silver Maple Drive
19. When dustcoating is discussed, check with Hamilton and Bohnsack
20. Culvert is washing on Naylor Avenue by 26590 (50 feet south from fence on west side; Nytes will inspect
21. Frost boil on 245<sup>th</sup> east of Sand Creek will be flagged and Perkins will watch carefully

## Old Business

**FaithPoint** Clerk reviewed the Developer's Agreement, prepared by Attorney Ruppe in consultation with Engineer Vistad, and noted the additional \$2,500 escrow funds were received and deposited.

After discussion and review, the Developer's Agreement for FaithPoint Lutheran Church was approved on a motion by Nytes/Deutsch and carried as follows: Deutsch – yes; Nytes – yes; Wermerskirchen – yes. Clerk will forward to Pastor Trewartha once documents are executed and notarized.

**WCLD** West Cedar Lake Drive was discussed and the clerk was asked to communicate with Engineer Vistad about the timing of the study, namely:

1. With today's COVID-19 effect on jobs and the economy, how accurate would a feasibility study be at this time?
2. If pricing is favorable, is it too late to do the project this year?
3. Once the township orders the study, how long are the estimates valid?

The township recognizes favorable cost estimates could impact the timing of the project. Pamela Caselius submitted items for consideration related to heavy equipment, garbage trucks, dump trucks and concrete mixers.

**Quotes** Accepting gravel quotes was tabled until the April 15, 2020 5:30 teleconference meeting. Clerk will request quote from Pentagon.

## New Business

**Spring Road Viewing** The township was divided into four sections. The northwest area will be inspected by Deutsch; the northcentral section will be inspected by Perkins; the northeast section by Wermerskirchen; and the southern section by Nytes. The COVID-19 crisis prohibits the township officers from doing a road inspection together. Each officer will indicate issues related to culverts, gravel, bituminous, ditches, dustcoating, signs and any other item related to safety for the traveling public. The officers will submit their list of findings to the clerk prior to Wednesday April 15, 2020 for a 5:30 PM teleconference call to discuss roads. Following this teleconference, Perkins will work with Johnson and EnviroTech for gravel and dustcoating. Supervisors and Road Overseer were reminded to track mileage during the Spring Road Inspection.

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<b>Hamlets</b>	Clerk reviewed information from the Open House related to ordinance changes for hamlets, i.e., Blakeley, Union Hill, and Lydia. Allowable uses include vet clinics, gas stations, daycare centers, offices, outdoor sales, restaurants, retail commercial, schools <150 students, promotional events, breweries, wineries and single-family dwellings.
<b>Risk Two Predatory</b>	Notification was received that a Level Two predatory offender was relocated to the Jordan area of Helena Township. Notification of nearby residents was given by Scott County.
<b>Building Permits</b>	<ol style="list-style-type: none"><li>1. Water heater for Three Rivers Park District on Juniper</li><li>2. Fireplace for Trachte on Willow Lane</li><li>3. Stove for Dropik on Lucy</li><li>4. Furnace for Halverson on St. Benedict Road</li><li>5. Furnace for Koller on Harlow</li><li>6. New roof for Yost on 280<sup>th</sup> Street West</li><li>7. New home for Wagner on Aberdeen</li><li>8. Basement finish for Wiebusch on Hunter Ridge</li><li>9. Water softener for Breeggemann on WCLD</li><li>10. New roof and siding for Deutsch on 245<sup>th</sup> Street West</li><li>11. Windows and doors for Buesgens on 252<sup>nd</sup> Street West</li></ol>
<b>Cert. of Inc.</b>	Rud Construction, Inc.
<b>NP Fire</b>	The New Prague Rural Fire set the levy for Helena at \$77,312.30 for taxes payable in 2021. This information will be carried forward to the September Regular Monthly Meeting, when the levy is certified to Scott County.
<b>Board of Equalization</b>	The Assessment Noticed was revised to change from a face-to-face meeting, to a teleconference meeting. This change was published and posted.
<b>ORI</b>	Funds received in the amount of \$376.11 for February cases.
<b>Helena History</b>	<p>An excerpt from the Jordan Independent March 12, 2020:</p> <p><i>"100 Years Ago, March 4, 1920 Did you know: Helena, Montana is named after "our Helena" in Scott County? Mr. Sommerville, a former Helena, Scott County resident, now living in Montana suggested the town name 53 years ago. Helena, Scott County had 30 residents with about the same in Montana. Now Helena, Montana has 20,000 residents."</i></p>
<b>MAT Updates</b>	<p>MAT holds weekly telecommunication updates related to COVID-19. Some points of interest were shared:</p> <ol style="list-style-type: none"><li>1. MAT offices are closed to the public and all seminars and work shops are cancelled through April</li><li>2. Lobbying for broadband throughout the state; rural residents are at a great disadvantage during the Stay at Home order</li><li>3. Meetings may be postponed or cancelled; payment of bills may be delayed; payroll cannot be delayed</li><li>4. May want to consider closing access to park equipment</li><li>5. Townships may declare a local emergency, but it's not required to qualify for FEMA reimbursements</li><li>6. MAT recommended not allowing access to playground equipment until further notice. The closure is a precautionary measure in response to COVID-19. Hutton will remove chains.</li><li>7. Send vouchers to the clerk at least two days in advance of the June meeting.</li><li>8. Working toward offering short courses online</li></ol>
<b>Treasurer's Report</b>	Hutton provided an electronic copy of the Treasurer's Report and explained how FEMA/COVID-19 expenses will be tracked.

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**Receipts**

New receipts:

3/31/2020	\$	90.69	First Bank and Trust	Optima Plus Savings
3/31/2020	\$	214.27	Riverland Bank	Interest
3/13/2020	\$	376.11	State of MN	ORI
3/23/2020	\$	77.00	Scott County	RS Refund
3/30/2020	\$	2,500.00	FaithPoint Lutheran	Escrow

**Bills Paid**

On a motion by Deutsch/Wermerskirchen bills # 6145—6152, were paid; carried as follows: Deutsch – yes; Nytes – yes; Wermerskirchen – yes.

6145	\$	63.96	SW Media	Public notice for Annual Audit
6146	\$	2,131.15	SWCD	Escrow Refund
6147	\$	50.00	Marty Ruehling	Annual Meeting Moderator
6148	\$	120.00	Suel Printing Company	Public notice for Annual Audit
6149	\$	747.50	Couri & Ruppe PLLP	FaithPoint Lutheran Church
6150	\$	3,888.00	Klehr Grading	36 hours of grading
6151	\$	1,068.00	Art Johnson Trucking, Inc.	Plow snow and repair 225th
6152	\$	90.90	John Wermerskirchen	Flag purchase reimbursement

On a motion by Deutsch/Wermerskirchen the Treasurer’s Report was accepted as presented; carried as follows: Deutsch – yes; Nytes – yes; Wermerskirchen – yes.

On a motion by Deutsch/Wermerskirchen a \$20k transfer from savings to checking was authorized; carried as follows: Deutsch – yes; Nytes – yes; Wermerskirchen – yes.

**Continuation**

On a motion by Nytes/Duane the meeting was continued to a Work Shop teleconference April 15, 2020 at 5:30 PM to discuss the Spring Road Inspections by the supervisors and road overseer, along with regular township business; then to the Board of Equalization by teleconference on Thursday April 16, 2020 at 6:30 PM, noting after the BOE the board may hold a brief Work Shop to continue the discussion of road issues and any other business brought before the board via teleconference; carried as follows: Deutsch – yes; Nytes – yes; Wermerskirchen – yes.

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John Wermerskirchen, Chairman

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DeAnn Croatt, Clerk