

# Helena Township Board of Supervisors Regular Monthly Meeting

## Minutes of July 9, 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 Workshop 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 6:58 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** Dustin Rasmussen, Jeff Klehr

**Minutes** On a motion by Nytes/Deutsch the June Regular Monthly Meeting Minutes and Workshop Minutes were approved as presented; carried as follows: Deutsch – yes; Wermerskirchen – yes; Nytes – yes.

**Dustin Rasmussen** Requested Board to approve Variance to move setback from 68 feet to 60 feet so that a 11 x 11 deck could be built on the front of the house.

On a motion by Deutsch/Nytes the Variance was approved for a setback of 60 feet; carried as follows: Deutsch – yes; Wermerskirchen – yes; Nytes – yes.

Clerk requested permission to sign Variance on behalf of Supervisors; On a motion by Deutsch/Wermerskirchen it was approved as presented; carried as follows: Deutsch – yes; Wermerskirchen – yes; Nytes – yes.

Clerk will send Variance to County.

**Road Overseer Report**

1. Brush was sprayed on Baseline Ave.
2. Perkins cut and Hauled Brush on Lucy St.
3. Tree fell on Indian Ave, Perkins hired TJ to clear tree.
4. 250<sup>th</sup> St. near St. Benedict, Perkins has not heard back from County regarding pothole filling. Board agreed to buy cold patch and adhere to road on July 14<sup>th</sup> at 5:00pm. Board approved TJ Deutsch's help. Clerk will check with Attorney if township can accept volunteer help.
5. Envirotech is coming back to spray dust coating on erroneously missed areas. Will be out next week.

**Road Maintenance (Klehr)**

1. Graded twice and there were no issues that were seen.
2. Received Niedermeyer Communication regarding Grading, Klehr stated he has not graded since Dust Coating and will continue to skip that part of the road.
3. Klehr will get Perkins' Information regarding Ditch work for 245<sup>th</sup>. Board will discuss at July Workshop.

## Old Business

**WCLD**

1. Clerk Received Letter from Resident on WCLD, John Love, requested an update. Clerk advised Love Board would be discussing financing and appraisal letter for WCLD at July Meeting.
2. Ruppe advised now is perfect timing for the appraisal letter.

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On a motion by Wermerskirchen/Deutsch the Appraisal Letter was approved; carried as follows: Deutsch – yes; Wermerskirchen – yes; Nytes – yes

- Dust Control** Board will move this item to Annual Meeting for Discussion.
- Driveway Permit** Driveway Permit Application was revised and reviewed. In the future when Driveway Permits are applied for, Perkins will point out Right of Way Rules listed within Permit.
- Debris** Resident on 280<sup>th</sup> St. West has made a significant headway in cleanup efforts. Clerk will continue to monitor.
- RSP2**
1. Christensen has spoke to Rynda regarding free library in park.
  2. Clerk Received letter from John Mourning. He is requesting to install a play station and sandbox in the park for kids, he advised Township would have not financial obligation. Board will discuss this at the July Workshop due to concerns related to liability and maintenance.

## New Business

- 5-Year Road Plan** Andrew Vistad with Hakanson Anderson will provide a cost for a 5-year road plan of all bituminous roadways. This will be discussed at the July Workshop.
- Marden** Marden Court was not accounted for on Scott County's mileage report. ¼ mile has been added so Township will begin to get credit for the road.
- MAT**
1. Recommends continuing doing Township meetings by phone.
  2. Mail voting and Curbside voting will increase.
- KCHK** Clerk gathered the history of Helena Township. Will provide history to Tom at KCHK for the History segment on Helena Township in August.
- Cert. of Ins.** Thomas Deutsch

## Other Business

- Covid-19**
1. Township will Receive \$46,425 from the Federal Government. Anything not used between 3/1/2020 and 11/15/2020 will need to be sent back to the County. All money will need to be accounted for and need to fall within dates, it has to be necessary, and it cannot have been budgeted for.
  2. Township will receive \$1,2019 from the State via Scott County to be used for Covid-19 Related Expenses. County requests if Townships do not need the funds to send it back to the County. On a motion by Wermerskirchen/Nytes it was approved to send the State money back once the Township receives the Federal money; carried as follows: Deutsch – yes; Wermerskirchen – yes; Nytes – yes. Hutton will advise Clerk once Federal money is received.
  3. On a motion by Nytes/Wermerskirchen the Addendum A and B for the Covid-19 Preparedness plan was approved; carried as follows: Deutsch – yes; Wermerskirchen – yes; Nytes – yes
  4. Steve Fenske (MAT Attorney) advised the board that it is not clear if MATIT's Work Comp will be affected by COVID claims. It may be indirectly affected by re-insurance costs.
- Election**
1. Secretary of State will be sending PPE supplies for Elections.
  2. Motion by Nytes/Deutsch to appoint 4 new election Judges, Lisa Wolf, Karen Juchemich, John Wermerskirchen, and Barb Wermerskirchen; carried as follows: Deutsch – yes; Nytes – yes; Wermerskirchen – abstained
  3. Clerk has received new signage regarding social distancing and facemasks.

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- Building Permits**
1. Commercial Building for FaithPoint Lutheran Church
  2. Deck for Lano on Hunter Ridge Cir
  3. Heater in Pole Shed for Gjerde on Marden Ct.
  4. Plumbing for Pole Shed for Sacco on 255<sup>th</sup> St. W.
  5. Bathroom in Pole Shed for Gjerde on Marden Ct.
  6. Interior Finish for Pole Shed for Sacco on 255<sup>th</sup> St. W.
  7. Re-roof Barn for Chrissinger on Redwing Ave.
  8. Re-roof for Stresnak on Helena Blvd.
  9. New House for Andersen on Maple Ct.
  10. New House for Paul Hanzel Homes Inc.
  11. Replace Septic for Falkenberg on Helena Blvd.
  12. New Windows for Hoffman on Delmar Ave.

**Bills Paid** On a motion by Wermerskirchen/Deutsch Checks # 6176 — 6184 for a total of \$25,937.17 were approved and carried unanimously Wermerskirchen – yes; Deutsch – yes; Nytes – yes.

Ck #	Amount	Made to the Order Of	Memo
6176	\$15,105.60	EnviroTech Services, Inc.	CD202017844-Dustcoating
6177	\$1,705.00	TJ Deutsch	288449-Ditch Mowing
6178	\$57.95	Earl F. Andersen	0123497-IN – NO Lake Access Sign
6179	\$839.13	Town & Country Turf	1646 – Brush and Tree Spraying
6180	\$193.75	Quality Green LLC	149165 – RSP2 Park Broadleaf and Fertilizer
6181	\$690.00	Couri & Ruppe	60520-Delmar \$575/Faithpoint \$115
6182	\$320.00	Steve Rynda Landscape	8345-RSP2 Park Mowing
6183	\$761.74	DeAnn Croatt	63020 – Election Supply Reimbursements
6184	\$6,264.00	Klehr Grading	3457 – 58 Hrs. of Grading

**Receipts** New Receipts:

6/30/2020	\$	71.81	First Bank and Trust	Optima Plus Savings
6/30/2020	\$	323,773.41	Scott County	First Half Property Tax
6/30/2020	\$	214.91	First Bank and Trust	Interest
6/9/2020	\$	2,934.54	State of MN	PNP
6/17/2020	\$	400.00	Paul Hanzel	Driveway Permit
6-26.20	\$	400.00	KA Witt	Driveway Permit
6/26/2020	\$	146.20	Hamilton	Extra Dustcoating
6/26/2020	\$	107.50	Gilbertson	Extra Dustcoating
6/26/2020	\$	250.00	Mach	Jordan Fire

- Treasurer's Report**
1. Hutton recommended 3 financing options for WCLD;
    - a. Pay off RSP2/3 loan and take out a new loan if the township does WCLD
    - b. Continue to use RSP2/3 loan and use the Reconstruction Fund for WCLD proposed reconstruction
    - c. Build Reconstruction Fund until there are sufficient funds for WCLD
  2. Hutton also recommended if paying off Raven Stream Loan to do so at the end of the year, after 2<sup>nd</sup> half of taxes are received.

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3. Hutton Advised he is working with Deputy Treasurer on getting Antivirus transferred over to new Treasurer's account. Should be completed at the end of August.
4. Township received 1<sup>st</sup> tax payment from Scott County in the amount of \$323,773.41
5. Hutton provided an electronic copy of the Treasurer's Report and requested authorization to transfer \$22,000.00.

On a motion by Wermerskirchen/Deutsch the Treasurer's Report was accepted as presented and Hutton received authorization to transfer \$22,000.00 into the checking account; carried as follows: Wermerskirchen – yes; Deutsch – yes; Nytes – yes

**Continuation** At 9:10 pm on July 9<sup>th</sup>, 2020, on a motion by Deutsch/Nytes the meeting was continued to July 14<sup>th</sup>, 2020 at 5:00pm to fill potholes on 250<sup>th</sup> Street West, and then to a Work Shop teleconference on July 23, 2020 at 5:00 PM to discuss township business; carried as follows: Deutsch – yes; Nytes – yes; Wermerskirchen - yes.

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John Wermerskirchen, Chairman

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DeAnn Croatt, Clerk and Jody Deutsch, Deputy Clerk