

Helena Township Board of Supervisors Regular Monthly Meeting

Minutes of December 3, 2020 | Helena Teleconference Meeting

Until further notice Helena Township Meetings will be held via ZOOM. On March 13, 2020 Governor 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 Meeting Agendas are found on the "Agenda/Minutes" tab at www.helena-township.com. To participate please refer to the login information provided at the top of the agenda.

Call to Order Regular Monthly Meeting was called to order by Chairman Wermerskirchen at 7:03 PM and directed 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, Deputy Clerk Jody Deutsch and Clerk DeAnn Croatt.

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

Clerk Authorization On a motion by Wermerskirchen/Deutsch the Clerk is authorized to sign all documents related to this teleconference meeting so they may be executed; carried unanimously Wermerskirchen – yes, Deutsch – yes, Nytes – yes.

Old Business

WCLD Clerk was in communication with Patricia Freeman, with Scott County Parks, related to a request by a WCLD property owner who thought the Scott County trail system could be incorporated into the township's improvement project. Freeman indicated there was interest by the county, but the township's timeline may not work with the county's plans.

Clerk will update the township's attorney and engineer that the assessments will be the same for each parcel abutting West Cedar Lake Drive, as has been standard practice for Helena Township, i.e., Willow Lane, Pearl, Lavinne, Raven, Michelle and Stevens. If the project moves forward, the assessment amount will be set after bids are accepted and prior to the Assessment Hearing.

Clerk will work with Attorney Ruppe related to assessment hearing procedure with ZOOM, and will share draft resolution prior to the Improvement Hearing.

Xcel Energy Supervisor Deutsch met with Derek, the construction foreman from Xcel. They discussed the field approaches being improved (1) and constructed (2) for their line replacement project. Once the project is completed, the approaches will be removed. All fees have been paid.

Soderlund Supervisors Deutsch and Nytes removed the barriers and signs from Alton Avenue; they will be stored at Deutsch's.

Lano Justin Lano communicated with the Clerk that he marked the culvert area with reflective poles. Lano told Doug Johnson that Johnson's snow removal should not reach lawn. Clerk explained the road is platted at 66 feet and snow removal goes beyond the edge of the bituminous and shoulder. Deutsch will follow up with Johnson.

Jordan Fire Call

1. Clerk will send a third and final notice for the Koenig incident in January 2021.
2. An invoice was sent to Waurzyniak on 230th for a medical call.

265th Turn Around Supervisor Nytes is working with two property owners on 265th to determine the best means for maintenance and snow plow operators to turnaround. Nytes will work with Vochoska and Warren-Pandolfo to resolve this issue.

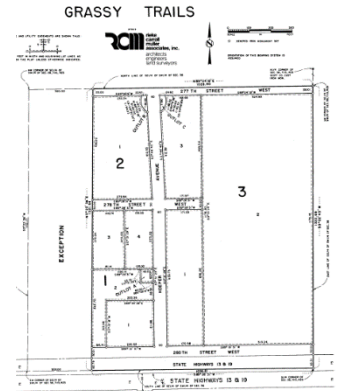
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Five Year Road Study

MAT Attorney Johannessen said usually assessments are limited to only properties which abut a road.

When the township prepares for the improvements to Mark, Lucy and Koepper, the township attorney will be consulted about assessing benefitting properties beyond Koepper abutments.

Clerk reminded the supervisors that the study includes information on crack filling and overlays, which need to be included in the budget/levy.



New Business

Resolutions

The township's Resolutions Book was updated, as recommended by MAT's Work Shop on succession planning.

C of Ins.

1. JAAK, LLC
2. Steve Rynda Construction and Landscaping
3. Klehr Grading and Excavating

Building Permits

1. Basement finish for Bowman on Willow Ct.
2. Basement finish for Vogt on Willow Ct.
3. For Hart on 230th: detached garage, modular home on basement foundation, mechanical, plumbing, and septic
4. Furnace for Rindahl on 220th
5. New roof for Rutz on Helena Blvd.

Local Road Program

MAT provided information on a program where townships may apply for grant funds to make certain road improvements. The association is encouraging all townships to consider submitting an application. Helena will work with the county and the township engineer to identify a project. There are no matching funds required. This topic will get further discussion at the December 17, 2020 5:00 PM ZOOM Work Shop.

Jirik

Tony and Brianne Jirik are building a new home on 270th Street West, and there is an existing field road they wish to use as the new home's driveway. Upon inspection by Nytes, it was determined their request is approved; Jirik's will obtain a swing-away mailbox post once the home is being built.

Other Business

Bills Paid

On a motion by Nytes/Wermerskirchen checks # 6273 — 6285 plus three (3) ACH payments for a total of \$21,610.31 were approved for payment; carried unanimously Wermerskirchen – yes; Deutsch – yes; Nytes – yes.

6273-9	\$	9,823.76	Officers/employee	Quarterly payroll and reimbursements
ACH	\$	3,071.05	US Treasury	Quarterly federal taxes
ACH	\$	638.00	Dept. of Revenue	Quarterly state taxes
ACH	\$	1,200.00	PERA	DCP
6280	\$	672.00	New Prague Mini Storage	Rent for 2021
6281	\$	997.50	Couri & Ruppe	Soderlund \$420/WCLD \$472.50/Xcel\$105
6282	\$	1,557.00	Art Johnson Trucking	Snow Plowing
6283	\$	125.00	Donald Rowe	Web maintenance

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6284	\$	70.00	Laker's Sanitation	Mattress/Furniture
6285	\$	3,456.00	Klehr Grading	Grading maintenance

Receipts

New Receipts:

11/30/2020	\$	13.68	First Bank and Trust	Interest
11/30/2020	\$	209.25	Riverland Bank	Interest
11/2/2020	\$	3,040.41	Kilpatrick (Willow)	Special Assessment PIF
11/16/2020	\$	266.63	State of MN	ORI

Treasurer's Report

On a motion by Deutsch /Wermerskirchen the Treasurer was authorized to transfer \$22,000 from savings to checking; carried unanimously Wermerskirchen – yes; Nytes – yes; Deutsch – yes.

Hutton will authorize First Bank & Trust to transfer \$202,843.85 from the savings account to pay off the loan for Raven Stream Plats Two and Three Wednesday December 4, 2020 on a motion by Deutsch/Wermerskirchen; carried unanimously Wermerskirchen – yes; Nytes – yes; Deutsch – yes.

On a motion by Nytes/Wermerskirchen Treasurer Hutton was authorized to do an internal transfer of \$11,739.09 from the Road and Bridge Fund to the General Fund; carried unanimously Wermerskirchen – yes; Nytes – yes; Deutsch – yes.

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

Continuation

At 8:15 pm on a motion by Wermerskirchen/Nytes the meeting was continued to Thursday December 10, 2020 at 6:30PM for the West Cedar Lake Drive Improvement Hearing; then to Thursday December 17, 2020 at 5:00 PM for the December Work Shop to discuss WCLD, the road grant process, the loan payoff, any follow up from the WCLD hearing, set a date and time for the Audit Meeting, and other business that needs to be handled prior to the end of the year; carried unanimously as follows: Deutsch – yes; Nytes – yes; Wermerskirchen - yes.

John Wermerskirchen, Chairman

DeAnn Croatt, Clerk