

# Helena Township Board of Supervisors Regular Monthly Meeting

## Minutes of June 10, 2021 | Helena ZOOM Meeting

*Until July 8, 2021 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](http://www.helena-township.com). To participate please refer to the login information provided at [www.helena-township.com](http://www.helena-township.com) on the Agenda/Minutes page. On July 8, 2021 meetings will resume at the New Prague Fire Hall.*

**Call to Order** Regular Monthly Meeting was called to order by Chairman Deutsch at 7:00 PM.

**Roll Call** Chairman Duane Deutsch, Supervisor Ed Nytes, Treasurer Nathan Hutton, Supervisor John Wermerskirchen, Deputy Clerk Jody Deutsch, Road Overseer Jeff Haag and Clerk DeAnn Croatt.

Also present: Rich Driemeyer

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

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

**Rec'd by Clerk** \$400 from Paul Hanzel Homes for 772 Silver Maple Drive for a driveway permit

**Bills Paid** On a motion by Nytes/Wermerskirchen checks # 6337 — 6361, plus three (3) ACH disbursements for a total of \$149,220.96 were approved for payment; carried unanimously: Deutsch – yes; Nytes – yes; Wermerskirchen - yes.

6337	\$	18,396.28	Art Johnson Trucking, Inc.	Hauling and grading
6338	\$	28,458.98	Bryan Rock Products, Inc.	Redrock
6339	\$	1,155.00	Couri & Ruppe PLLP	WCLD
6340	\$	25.00	Donald Rowe	Webmaster
6341	\$	898.75	Hakanson Anderson	WCLD
6342	\$	130.00	JAAK LLC	25598 Willow Ln/941 Silver Maple Dr
6343	\$	200.00	Ken Neisen	Alton Ave/Soderlund Dam Removal 50%
6344	\$	3,630.00	Klehr Grading & Excavating	Grading
6345	\$	8,295.00	L and T Tree Services LLC	St. Benedict, 270th, Alton
6346	\$	38,656.15	NP Rural Fire Protection Assoc.	First Half Fire Contract
6347	\$	4,348.06	Pentagon Materials, Inc.	Class 5
6348	\$	199.50	Quality Green LLC	RSP2 Park
6349	\$	24,990.00	Scott County Treasurer	Assmt \$23,700/Salt \$877.50/Signs \$412.50
6350	\$	475.00	Steve Rynda Landscaping LLC	RSP2 Park
6351	\$	105.00	Suel Printing Co.	Ad for Road Overseer
6352	\$	848.87	SW Newsmedia	\$679.36 General/ \$169.51 WCLD
6353-61	\$	12395.01	Officers/Employees	Wages/Mtgs/Training/Reimb/Labor
ACH	\$	1,426.50	PERA	DCP
ACH	\$	772.63	MN Dept. of Revenue	State withholding and match
ACH	\$	3,815.23	US Treasury	Federal withholding and match

**Driemeyer** Rich Driemeyer asked for the township's help to allow him to continue his campsite business. The campsites were originally used by family only. Driemeyer owns 40 acres. At that time, the township indicated a CUP would not be required if for family members. About three years ago, the campsite became a business with rented out sites. At that point, the use changed and requires a CUP. Scott County indicated the campsites are in a floodplain and would

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therefore not qualify for a CUP. The consensus of the board was that the county needs to take the lead on this but does not oppose an extension of the deadline to October.

## Road Overseer Report

1. Haag asked for a copy of the Spring Road Inspection Report; Croatt will send electronically
2. The list of areas to be treated by Town & Country Turf will be sent by Croatt to Haag. Haag will obtain a quote.
3. Grace Kadelbach on 245<sup>th</sup> requested dustcoating.
4. Dustcoating is scheduled for the week of June 21<sup>st</sup>.
5. Clerk updated electronic forms and communication on the website
6. The need for quotes was discussed. All work needs a quote prior to authorization
  - a. \$0-\$25k – quote or direct negotiation on the open market
  - b. \$25k-\$175k – minimum of two written quotes
  - c. \$175k+ - sealed bids
7. The Workplace Accident and Injury Reduction Program will be reviewed at the July RMM
8. Parking on Columbus was resolved by the school administration as reported by Perkins
9. Alton Avenue tree trimming has been completed by L & T from quotes obtained August 2020
10. The new gravel on Baseline Blvd. is very loose; a rain is badly needed.
11. The state was contacted about Koepper Avenue's potholes within the state's ROW. MNDOT will continue patching. Turn lane timing is developer-driven.

## Old Business

### WCLD

1. An aggressive timeline will bring the project to conclusion by the end of June, weather permitting.
2. Wermerskirchen discussed scraping out the drainage easement area on the west side; Croatt will send a copy of the easement map to Sam Morse, HA Project Representative and Chair Deutsch, who will follow up.
3. Croatt explained two unbuildable lots were removed from the Assessment Roll
4. Gary Horkey did not attend the meeting; Horkey asked the board to allow him and his neighbor to use a brick monument as a mailbox post. The consensus of the board is only the USPS-standard mailbox swing away will be installed on WCLD. Past practice (Raven Stream, Willow Lane) was followed, which are consistent with USPS and Scott County.
5. A map of the utility and drainage easement on the west side of WCLD will be sent to Sam and D Deutsch.
6. Pat Ryan's culvert will not be replaced; communicated by Vistad.
7. The second driveway at 24235 WCLD will be removed
8. Regular updates are sent by Croatt to property owners
9. Any blocked driveway culvert will be opened by Northwest
10. Project is scheduled to be completed by June 25<sup>th</sup>.
11. Two unbuildable lots were removed from the assessment roll.

### FaithPoint

Banker Eric Krogman asked the township to consider reducing the Letter of Credit. Croatt contacted HA who will have the inspector determine how much of the Letter of Credit can be released. Yet to complete are: removal of second driveway, application of wear layer, shouldering and seal coating.

### Xcel Energy

Croatt will ask Xcel to pay for the difference between Class 5 and Redrock, plus hauling, for Camber. The amount to be invoiced is \$3,672; township will incur \$2,352.38 for this application.

### LRIP

Helena Township was notified the application for 250<sup>th</sup> bituminous was not approved. Clerk will follow up with Wiita on the timing for pothole filling.

### Roundabout

The roundabout at CR 2/15 will be under construction starting June 28<sup>th</sup>. There continues to be concerns about additional traffic on 270<sup>th</sup> and will be monitored for extra grading and/or dustcoating.

### Delmar Est.

Three lots were sold recently. It is anticipated the two piles of clay and black dirt will be utilized during construction. In communication with Marty Schmitz and Chris Kubes, escrow funds will be returned once the piles are removed.

Deutsch will confirm the amount of gravel applied to 225<sup>th</sup> and lot fee funds will be transferred road & bridge.

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- Baseline Blvd.** Graveling was completed. An invoice will be prepared for \$2,655 and sent to the Clerk for Cedar Lake Township for 50% of the cost of the gravel.
- Broadband** 27 residents have signed up for Netwave Broadband, with another twelve on the waiting list.
- Culvert** The culvert by Barker's on 265<sup>th</sup> was replaced by Johnson's. Issues with the culvert on CR15 will be referred on to Scott County by the Barkers.

## New Business

- ARP** Clerk applied for funding for the American Recovery Plan.
- On a motion by Wermerskirchen/Nytes Resolution 061021 to *Accept the Coronavirus Local Fiscal Recover Fund Established under the American Rescue Plan Act* was adopted and carried unanimously: Wermerskirchen – yes; Nytes – yes; Deutsch – yes.
- Ditch Mowing** TJ Deutsch was authorized to mow road ditches.
- Cert. of Ins.** Received certificate of insurance for L & T Tree Services LLC
- Compliance** Marty Schmitz and Tim Sarafino will attend the July 8, 2021 township meeting.
- Building Permits**
1. Plumbing for FaithPoint on 270<sup>th</sup>
  2. Fireplace for Bowman on Willow Court
  3. New water softener for Jensen on Silver Maple Drive
  4. Pole shed for Anderson on 230<sup>th</sup>
  5. New home for Ryan on 240<sup>th</sup>
  6. Septic replacement for Seitzer on Raven Street
  7. Septic replacement for Hennen on 220<sup>th</sup>
  8. Window replacements for Frankson on Drexel
  9. Window replacements for Beno on WCLD
  10. New home for Paul Hanzel Homes on Silver Maple Drive
  11. New home for Kreuzers on Delmar

## Other Business

**Receipts** New Receipts:

4/22/2021	\$	400.00	Paul Hanzel Homes	Driveway Permit
5/31/2021	\$	9.48	First Bank & Trust	Interest
5/31/2021	\$	190.14	Riverland Bank	Interest
5/13/2021	\$	50.00	State of Minnesota	ORI

**Treasurer's Report** On a motion by Deutsch/Wermerskirchen the Treasurer was authorized to transfer \$150,000 from savings to checking, and the Treasurer's Report was accepted as presented; carried unanimously, Wermerskirchen – yes; Nytes – yes; Deutsch – yes.

**Continuation** At 8:55 PM on a motion by Wermerskirchen/Deutsch the meeting was continued to Thursday June 17, 2021 at 5:00 PM for the June Work Shop via ZOOM; carried unanimously: Deutsch – yes; Nytes – yes; Wermerskirchen - yes.

### NOTE:

1. township meeting login/call in information available at [www.helena-township.com](http://www.helena-township.com) on the Agenda/Minutes page.

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2. Township meetings will return to in-person meetings at the New Prague Fire Hall effective with the July 8, 2021 Regular Monthly Meeting; virtual hybrid will remain until the Peacetime Emergency is lifted.
3. Unvaccinated people must wear masks; all attendees, officers and employees will Social Distance.

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Duane Deutsch, Chairman

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DeAnn Croatt, Clerk