

# Helena Township Board of Supervisors Regular Monthly Meeting

## Minutes of December 2, 2021 | New Prague Fire Hall

- Call to Order** Regular Monthly Meeting was called to order by Chairman Deutsch at 6:30 PM.
- Present:** 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: Nathan Abney from the Scott County Trail Master Planning.
- Road Overseer Report**
1. Johnson completed the ditch work on WCLD
  2. Caselius' comments related to a dissatisfaction of the seeding contractor was shared with the contractor; the contractor will come out in spring to touch up any areas needed
- Scott County Trails** Nathan Abney, representing trail planning for Scott County's Regional Trail System, was present to review project and ask for a township representative on the Technical Team, and asked the township to encourage one or two residents to apply for a position on the Community Design Team. This will be added to the township's website and Hutton will communicate with the local Boy Scout Troop Leader. Jeff Haag was appointed to represent the township on the Technical Team. The teams sunset June 2023.
- Minutes** On a motion by Wermerskirchen/Nytes the November Regular Monthly Meeting and Workshop Minutes were approved as presented; carried unanimously.

### Old Business

- Solar Escrow** Scott County and Attorney Fenske indicated solar escrow funds may be refunded to the respective companies. Clerk will obtain the correct mailing addresses for both US Solar and Geronimo, with refunding scheduled for January 2022.
- 250<sup>th</sup>** Deutsch reminded the officers that 250<sup>th</sup> is in pretty tough shape. The project has been tabled because of the cost to the township and a consideration by the engineer to reclaim the bituminous surface. MAT is lobbying so townships may use ARPA funds for road projects, so the township will be following that closely.

### New Business

- MarDen** The Feasibility Report for MarDen Court was reviewed. After consulting with Attorney Ruppe and Engineer Vistad, it was determined to hold to a policy of the township funds paying for 50% of the project, with the balance of 50% being specially assessed to the abutting landowners.

Because of the estimated costs of the overlay, a minimum of two quotes are needed; bids are not necessary.

On a motion by Deutsch/Wermerskirchen, by Resolution 120221 "*Accepting Feasibility Study and Calling for a Public Hearing on the Improvements for MarDen Court*" the Feasibility Report for a MarDen Court Overlay was accepted, contingent upon Attorney Review; carried unanimously. The hearing was set for 6:30 PM Wednesday January 19, 2022 at the NP Fire Hall Conference Room and via ZOOM and phone. Clerk will publish, post and mail as required.

The total cost of the project is estimated at \$73,840. \$36,920 will be paid with township funds; \$36,920 will be specially assessed at not to exceed \$5,274/lot within MarDen Court and abutting MarDen Court roadway.

On a motion by Wermerskirchen/Nytes the Clerk is authorized to fully execute the necessary documents; carried unanimously.

- MAT**
1. ARPA Reporting will be discussed December 14, 2021 via ZOOM.
  2. Emergency meetings are reserved for an event/action that puts the public at large in harm's way, with a great negative impact to the general public, i.e., trees down, flooding, natural disasters.

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3. Closed meetings are for criminal activity, domestic abuse, minor abuse and other protected data
4. May be closed for performance evaluations and attorney/client privilege
5. Open Meeting Laws do not apply for scheduling meetings, distributing reports, completing jobs, and hanging out together – as long as township business is not discussed

**Poll Pads** The township will be charged \$1,280/Poll Pad, plus \$15 each for a long charging cable.

**Sheriff Report** Nothing out of the ordinary, except there were fewer calls in Helena Township during November.

- Building Permits**
1. Grain bin for Schoenbauer on 245<sup>th</sup>
  2. Garage addition for Waters on Stevens
  3. New Manufactured Home for Woodgate on Redwing
  4. New furnace for Scrivener on Redwing
  5. New water softener for Solheid on Baseline
  6. New roofs for Neissen on 280<sup>th</sup>, Pexa on Lucy, and Nesbitt on Redwing
  7. Septic systems for Woodgate on Redwing and Swaggert on Drexel

## Other Business

**Bills Paid** On a motion by Wermerskirchen/Nytes checks # 6425 — 6439 plus three ACH payments were approved for payment; carried unanimously.

6425	\$	5,560.00	Art Johnson Trucking, Inc.	St. Ben and 240th
6426	\$	409.62	Bryan Rock Products, Inc.	Redrock
6427	\$	1,490.08	Hakanson Anderson	WCLD
6428	\$	430.00	Klehr Grading	Haul two loads
6429	\$	684.00	New Prague Mini Storage, Inc.	Record storage
6430	\$	240.00	Steve Rynda Landscaping LLC	RSP2 Park
6431	\$	38,656.15	New Prague Rural Fire Protection	2nd half fire contract
ACH	\$	1,209.50	PERA	DCP
ACH	\$	645.35	MN Dept. of Revenue	State withholding and match
ACH	\$	3,425.94	US Treasury	Federal withholding and match
6432-38	\$	12,178.51	Officers/Employee Quarterly Payroll	Wage/Meetings/Training/Reimb/Labor
6439	\$	25.00	Donald Rowe	Website Maintenance

**Receipts** New Receipts:

11/30/2021	\$	27.49	First Bank & Trust	Interest
11/30/2021	\$	218.60	Riverland Bank	Interest
11/3/2021	\$	6,000.00	Murphy	WCLD Sp. Assmt.
11/9/2021	\$	458.55	US Treasury	Refund
11/15/2021	\$	91.66	State of MN	ORI
11/23/2021	\$	3,111.76	State of MN	ARPA

**Treasurer's Report** A transfer of \$60k from checking to savings was authorized on a motion by Deutsch/Nytes; carried unanimously.

On a motion by Wermerskirchen/Nytes Treasurer Hutton will transfer \$143.97 from the Road & Bridge Fund to the General Fund; carried unanimously.

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

**Audit Meeting**

The Annual Audit Meeting was set for February 16, 2022 at 6:30 PM at the Office of the Clerk.

**Continuation**

At 8:20 PM on a motion by Wermerskirchen/Nytes the meeting was continued to the December 15, 2021 5:00 PM Work Shop; carried unanimously.

NOTE: Helena Township meetings have returned to in person. If you prefer to attend virtually, login/call in information available at [www.helena-township.com](http://www.helena-township.com) on the Agenda/Minutes page. 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