

# Helena Township Board of Supervisors Regular Monthly Meeting

## Minutes of April 7, 2022 | New Prague Fire Hall

- Call to Order** Regular Monthly Meeting was called to order by Chairman Nytes at 6:00 PM. The Pledge of Allegiance was recited.
- Present:** Chairman Edward Nytes, Supervisor Duane Deutsch, Supervisor John Wermerskirchen, Treasurer Nathan Hutton, Road Overseer Jeff Haag, Deputy Treasurer Heather Taylor DuCharme and Clerk DeAnn Croatt. Also present: Allie and Jeff Klehr, Tom Johnson
- Minutes** On a motion by Wermerskirchen/Deutsch the March Regular Monthly Meeting Minutes were approved as presented; carried unanimously.
- Road Overseer Report**
1. WCLD resident asked for more speed control. Speed Trailer will be borrowed from Scott County and the five MPH signs will be flagged. Residents are encouraged to call the Scott County Sheriff to report speeders.
  2. 24235 WCLD conduit was viewed by Haag, who recommended the homeowner have his property marked by GSOC prior to cutting the portion above ground.
  3. Koepper was discussed. County staff did temporary patching to this 9-ton road, but the road remains in poor shape. Clerk will ask Engineer Vistad to view the road prior to the April 12<sup>th</sup> hearing.
  4. Township needs a traffic count for 250<sup>th</sup>; Haag is making arrangements with Scott County at a cost of approximately \$250. Haag will research counters available for purchase so the township can do a number of roads on our timeline.
  5. The fish house is back at 25771 Juniper Avenue; Clerk will contact Compliance Officer Serafino and send a letter.
  6. The campground is still operational on 250<sup>th</sup> Street West; Serafino is monitoring.
  7. Haag has been in communication with SWCD on the Noxious Weed and Brush Control Program. After discussion and on a motion by Deutsch/Wermerskirchen Helena Township will contract with SWCD for this program; carried unanimously. Haag will communicate decision Meghan Darley and Troy Kuphal.
  8. 24033 WCLD is concerned about water in his ditch. Clerk will ask Engineer Vistad to view with Haag prior to the April 12<sup>th</sup> hearing.
  9. New driveway permit given to Paul Hanzel Homes for 865 Silver Maple Drive
  10. Spring Road Viewing was scheduled for Monday April 18, 2022 at 3:30 PM; meeting at the Cedar Lake Regional Park's parking lot.
  11. An area of Naylor Avenue is especially soft and causing concerns. It was determined the area, annexed by the city, needs gravel; clerk will contact the city and the resident who voiced concerns.
  12. Haag reviewed upgrades to trails by the Louisville Swamp, and a proposed route from Cleary to Cedar; all projects are 10-12 years out unless ARPA funds are used
  13. "Lake Access" sign was stolen from SMBE; Haag installed replacement
  14. Ditch debris was removed on Alton/270<sup>th</sup>

### Old Business

- Variance** Nytes, Taylor DuCharme and Croatt attended the Board of Adjustment for the Kohlbeck variance, who received approval for a variance for the required lot coverage from 25% to 39.6%, which is the current coverage and consistent with the neighborhood. The variance was approved on a motion by Watson/Vogt with all in favor except Johnson.
- Schoenbauer Farm** A map of the Orderly Annexation area was reviewed. Communication from Spring Lake was shared as it relates to gravel vs. bituminous road surfaces for township roads leading to new developments.
- Posting** Kurt Dugas is making a new posting board for the township; it can be placed at St. Benedict's Concession Stand.

### New Business

- Quotes** Quotes were received for snow plowing, hauling gravel, and road maintenance. The snow plowing quote will be tabled until summer/fall. Clerk will communicate this to the company.

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Road maintenance quotes from Klehr Grading and Excavating, Inc. and Art Johnson Trucking, Inc. were reviewed. After consideration and on a motion by Wermerskirchen/Deutsch the quote from Klehr Grading was accepted; carried unanimously.

Quotes for hauling gravel from Klehr Grading and Excavating, Inc. and Art Johnson Trucking, Inc. were reviewed. After consideration and on a motion by Deutsch/Nytes the quote from Art Johnson was accepted; carried 2-0-1 (Wermerskirchen).

Jeff Klehr informed the board that their company is being certified and licensed for spray applications.

<b>Policy</b>	Clerk will distribute a copy of the draft Discrimination and Harassment Prevention Policy for consideration.
<b>MAT</b>	<ol style="list-style-type: none"><li>1. Clerk summarized Fenske's presentation of Town Roads: Special Topics from MAT's Spring Short Course</li><li>2. ARPA reporting is completed for Helena Township as a result of the training provided by Lori Stalker; all required documents were sent to MMB and US Treasury</li></ol>
<b>Planning</b>	Clerk will notify county staff that residential permit applications may go directly to the county, with notification to the township so driveway permits may be obtained by Haag. Commercial will continue to start with the township.
<b>Board of Review</b>	Scott County Assessor Michael Johnson shared information with the townships that their office is extremely busy because market values increased dramatically for next year. Townships can expect more appeals than normal. Homestead credit is lost once a residents' market value reaches \$413,800.
<b>Delinquent Tax List Redistricting</b>	Clerk reviewed the properties on the list: 050090010 and 059110090. No permits will be issued until current. Helena's new districts are 58/58A; Congressional district is Two; Commissioner districts are TBD.
<b>SCTA</b>	Attended by Haag, Nytes, Taylor DuCharme and Croatt. <ol style="list-style-type: none"><li>1. District 4 Meeting is August 4, 2022; Helena's Regular Monthly Meeting is moved to Wednesday August 3, 2022</li><li>2. MAT Annual Conference is October 14-15, 2022 in St. Cloud</li></ol>
<b>Building Permits</b>	<ol style="list-style-type: none"><li>1. FaithPoint Church for a new detached garage on 270<sup>th</sup> Street West</li><li>2. Replace furnace for Jaeger on Willow Court</li><li>3. Replace water heater for Dodge on Delmar</li><li>4. New pole building for Galle on Hunter Ridge</li><li>5. Replace siding for Hawkins on Helena Blvd.</li><li>6. New rood for Peabody on Helena Blvd.</li><li>7. New windows and doors for Hawkins on Helena Blvd.</li></ol>
<b>Cert. of Inc.</b>	Gopher State Sealcoating, Inc.
<b>Utility Permit</b>	MVEC for 24291 WCLD
<b>CIP</b>	Scott County's Capital Improvement Program details were reviewed. Directly affecting Helena are: CR 15 is being turned back to the city, regional trail system and improvements are planned for Cedar Lake, Dominion equipment will be upgraded, and poll pads will be replaced.
<b>Bridges</b>	Clerk will certify to Robert Grover, Bridge Safety Inspector, that there are no new bridges in Helena Township.
<b>Fire Contract</b>	The New Prague contract for 2022 is \$77,101.00. For 2023 it will decrease slightly to \$75,330.02.

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## Other Business

**Bills Paid** On a motion by Deutsch/Wermerskirchen checks # 6468 — 6476 were approved for payment; carried unanimously.

6468	\$	489.16	Bryan Rock Products, Inc.	1/2" Screens
6469	\$	75.00	Donald Rowe	Web Maintenance
6470	\$	4,932.50	Hakanson Anderson	Plans and Specifications
6471	\$	982.33	Art Johnson Trucking, Inc.	Haul Chips and Plow
6472	\$	8,842.11	Klehr Grading & Excavating, Inc.	Grading
6473	\$	984.40	Scott County Township Association	State Dues for 2022
6474	\$	1,003.00	Scott County Treasurer	Sp Asst Set Up \$128/SCALE \$875
6475	\$	86.52	SW Newsmedia	Audit Notice
6476	\$	208.00	Suel Printing Company	MarDen

## Receipts

New Receipts:

3/31/2022	\$	54.06	First Bank & Trust	Optima Interest
3/31/2022	\$	212.62	Riverland Bank	Interest
3/2/2022	\$	29,124.76	Scott County	Gas Tax
3/4/2022	\$	75.00	Anderson	Cost Share Mailbox Post
3/7/2022	\$	3,033.87	Blue	RSP2 Special Assmt.
3/11/2022	\$	53.32	State of Minnesota	ORI

## Treasurer's Report

Treasurer Hutton reviewed March activity and answered officer's questions.

A transfer of \$20k from savings to checking was authorized on a motion by Deutsch/Wermerskirchen; carried unanimously.

Hutton executed the documents for First Bank & Trust to add Deputy Clerk Heather Taylor DuCharme as a signer on township checking account. Former Deputy Clerk Patricia Lambrecht was removed.

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

## Continuation

At 8:40 PM on a motion by Wermerskirchen/Deutsch the meeting was continued to Tuesday April 12, 2022 at 6:30PM for the MarDen Assessment Hearing; then to Monday April 18, 2022 at 3:30 PM at the Cedar Lake Parking Lot for the Spring Road Viewing; and then to April 20, 2022 at 5:00 PM for the Assessment Meeting with Scott County, followed immediately by a Work Shop.

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 are asked to wear a mask; all attendees, officers and employees will Social Distance.

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Edward Nytes, Chairman

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DeAnn Croatt, Clerk