

Helena Township Board of Supervisors Regular Monthly Meeting Minutes

Minutes of October 6, 2022 | New Prague Fire Hall

Call to Order Regular Monthly Meeting was called to order by Chairman Nytes at 6:00 p.m. The Pledge of Allegiance was recited.

Present Chairman Edward Nytes, Supervisor Duane Deutsch, Supervisor John Wermerskirchen, Clerk Heather Taylor DuCharme, Deputy Clerk DeAnn Croatt, Treasurer Nathan Hutton, Road Overseer Jeff Haag. Haag left the meeting at approximately 7:30 p.m. Also present were Meghan Darby & Troy Kuphel (Scott SWCD – weed and brush program update), Patty Freeman & Nathan Abney (Scott County Parks and Trails update), and Jeff Klehr during the meeting.

Minutes On motion by Wermerskirchen/Deutsch, the September Regular Monthly Meeting Minutes, Fall Road Review Minutes, and September Workshop Minutes were approved as presented; carried unanimously.

Claims Paid After review of invoices and on motion by Wermerskirchen/Deutsch claims were approved for payment and checks 6552-6558 totaling \$49,247.25 and one ACH totaling \$673.45 were approved for payment; carried unanimously. Roll call vote: Nytes – yes; Deutsch – yes; Wermerskirchen – yes.

Ck#	Amount	Payee	Purpose/Reason
6552	\$3,845.24	Klehr Grading & Exc.	Grading
6553	\$30.00	MAT	Conference
6554	\$38,550.50	NP Rural Fire Pro. Assoc.	NP Fire Contract – 2 nd Half
6555	\$2,888.75	Hakanson Anderson	WCLD, MarDen, General
6556	\$150.00	Donald Rowe	Website Maintenance
6557	\$3,092.76	Envirotech Inc.	Dust Coating
6558	\$690.00	Couri & Ruppe PLLP	Koeper/Mark/Lucy
ACH	\$673.45	First Bank & Trust	Credit Card Payment/Expenses

Road Overseer Report

- All dust coating complete.
- MarDen project complete.
- Surveyed blacktop road with Vistad for 5-year plan and expects report from Vistad soon. Most roads looked to be in good shape.
- Called Joe Witta at Scott County re: crack fill. Still waiting status update.
- WCLD project not started yet by Johnson.
- Envirotech Inc. claim for 250th, St. Benedict, and 270th. Hutton inquired about applying ARPA funds toward this claim; approved unanimously by Supervisors (no motion required).
- Discussion of MN ROW and setback for Koeper/Mark/Lucy project and cold patching potholes near intersection. Wermerskirchen to pick up supplies for cold patching.

Old Business None

New Business 1. Scott County Long Range Master Trail Planning update provided by Nathan Abney and Patty Freeman. Reviewed proposed routes, corridors, and planning schedule.

2. Scott SWCD Township Cooperative Weed and Brush Management Program – 2022 Program Report update provided by Meghan Darby and Troy Kuphel. Reviewed report mapping noxious weeds, invasive weeds, and brush along with suggested treatment plan, chemicals used, and estimated costs. Scott SWCD to provide more definite proposed costs after additional bids received. Discussed Scott County spraying park property near ROWs. Current Scott County contractor 4 Control. Scott SWCD verified that contracts for program take on the liability associated with treatment provided.
3. Jeff Klehr updated on grading and road conditions (dry). Advised re: Scott SWCD that there is a similar contractor in Mankato. Klehr to provide contact information to Taylor DuCharme so Taylor DuCharme can provide to Scott SWCD.

Treasurer Report

1. Hutton reviewed bills paid and Treasurer’s Report with the Board.
2. Xcel check finally cashed. TJ Deutsch outstanding as of report. Hutton called and confirmed TJ Deutsch received check; Hutton advised check cashed 10/6/2022.
3. Hutton requested Supervisors approve transfer of \$35,000 from savings to checking. On motion by Wermerskirchen/Deutsch, transfer of \$35,000 from savings to checking was approved; carried unanimously.
4. Hutton recommended Supervisors approve purchase of CTAS program before end of year (\$320) and new computer for Treasurer (computer is starting to have operating problems). On motion by Wermerskirchen/Deutsch, Hutton approved to buy CTAS program and new computer for total cost not to exceed \$2,000; carried unanimously. Roll call vote: Nytes – yes; Deutsch – yes; Wermerskirchen – yes.
5. On motion by Deutsch/Wermerskirchen Treasurer’s Report was accepted as read; unanimously carried.

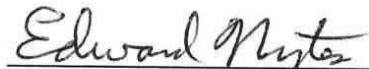
New Receipts	<u>Date</u>	<u>Amount</u>	<u>Payor</u>	<u>Purpose/Reason</u>
	9/12/2022	\$153.33	State of MN	ORI
	9/30/2022	\$207.01	Riverland Bank	Interest
	9/30/2022	\$191.53	Optima Plus Savings	Interest
	10/6/2022	\$267.00	HMTD Law Office, LLC	Reimburse CC Charge

Other Business

1. EnviroTech Services, Inc. requiring email billing going forward
2. Scott County Transportation Services Division road mileage verification letter.
3. Certificate of Liability Insurance received from Art Johnson Trucking Inc.
4. MarDen projected final costs discussed. On motion by Deutsch/Wermerskirchen, assessment for MarDen project set at \$5,000/property (x 7 properties = \$35,000 total); unanimously carried. Taylor DuCharme to send out assessment letters with due date for payment of 11/1/2022.
5. Vistad not available to 10/19/2022 workshop meeting to prepare for Koeper/Mark/Lucy project. Taylor DuCharme to reschedule Ruppe and Vistad to attend next regular monthly meeting on 11/3/2022.
6. Website and website linked email issues discussed.
7. Elections update from county email.
8. Scott County Township Association 9/21/2022 meeting update. Croatt to send letter of support for current MAT board to MAT.

9. MAT on the road training schedule reviewed. Hutton and Taylor DuCharme to attend for year-end training.
10. MATIT coverage change email information update.
11. Permit report information update.
12. Sheriff's incident report information update.
13. County code enforcement report information update.
14. Court fees report information update.
15. Scott County special assessment schedule information update.
16. Metropolitan Council 2040 Transportation Policy Plan and 2040 Regional Parks Policy Plan email information update.

Continuation At 8:05 p.m. on motion by Deutsch/Wermerskirchen, the meeting was continued to Wednesday 10/19/2022 for a Workshop at 5 p.m.; unanimously carried.



Edward Nytes, Chairperson



Heather Taylor DuCharme, Clerk