

Helena Township Board of Supervisors Regular Monthly Meeting Minutes

Minutes of November 3, 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 IN PERSON: Chairman Edward Nytes, Supervisor Duane Deutsch, Supervisor John Wermerskirchen, Clerk Heather Taylor DuCharme, Deputy Clerk DeAnn Croatt, Treasurer Nathan Hutton, Road Overseer Jeff Haag, and Attorney Robert Ruppe. BY PHONE: Engineer Andrew Vistad. Haag left the meeting after the Road Overseer Report.

KML Project Ruppe and Vistad discussed the proposed Koeper/Mark/Lucy project with the Board; specifically professional drive-by appraisal, reclamation/overlay costs now versus reconstruction costs later, assessment options, direct and indirect benefits, and steps moving forward. On motion by Wermerskirchen/Deutsch, the Resolution Accepting Feasibility Study and Calling for Public Hearing on the Improvements for Koeper Avenue, Lucy Street, & Mark Avenue was approved as presented; carried unanimously.

MAT Attorney Ruppe and the Board discussed the recent MAT Annual Conference

Road Report Haag presented his road overseer report:

1. Axeman Services LLC 70% done with 250th/St. Benedict work
2. Alton stop sign – need torch to adjust height
3. WCLD work complete – fixed crushed drain tile; ran two new levels; one section found to be running the wrong direction (south)
4. 5 Year Road Study
5. Snowdrifter’s Land Owner’s Breakfast

Minutes On motion by Wermerskirchen/Deutsch, the October Regular Monthly Meeting Minutes and October 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; checks 6559-6567 and one ACH totaling \$100,405.05 were approved for payment; carried unanimously. Roll call vote: Nytes – yes; Deutsch – yes; Wermerskirchen – yes.

<u>Ck#</u>	<u>Amount</u>	<u>Payee</u>	<u>Purpose/Reason</u>
ACH	\$458.92	First Bank & Trust	CC Payment/Expenses
6559	\$76.94	Sup. John Wermerskirchen	Menard’s Pothole Patch
6560	\$56,130.77	GMH Asphalt	MarDen Overlay Project
6561	\$32,386.42	City of Jordan	2022 Fire Contract
6562	\$2,025.00	Skruzacek Tree Movers	Willow Court Tree
6563	\$4,460.00	David Dumont	Website Design
6564	\$92.00	Suel Printing	Election Publication
6565	\$40.00	MN Assoc. Townships	Training
6566	\$4,440.00	Art Johnson Trucking, Inc.	WCLD Ditch Repair
6567	\$295.00	Chad & Melissa VonBank	Overpayment of Assess.

Treasurer Report

1. Hutton reviewed bills paid and Treasurer’s Report with the Board.
2. Hutton requested Supervisors approve transfer of \$100,000 from savings to

checking. On motion by Wermerskirchen/Deutsch, transfer of \$100,000 from savings to checking was approved; carried unanimously.

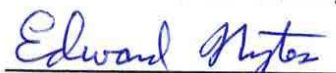
3. On motion by Deutsch/Wermerskirchen, Treasurer's Report was accepted as read; unanimously carried.
4. Use of ARPA funds for projects and election costs discussed.

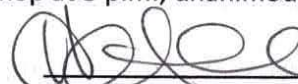
New Receipts	<u>Date</u>	<u>Amount</u>	<u>Payor</u>	<u>Purpose/Reason</u>
	10/4/2022	\$267.00	HMTD Law Office	Repayment/Mischarge
	10/11/2022	\$73.32	State of Minnesota	ORI
	10/13/2022	\$250.00	Hammes	Jordan Fire
	10/20/2022	\$250.00	Post	Jordan Fire
	10/25/2022	\$250.00	Larson	Jordan Fire
	10/28/2022	\$375.00	Holzer	Jordan Fire
	10/28/2022	\$750.00	Wessell	Jordan Fire
	10/31/2022	\$4,116.95	State of Minnesota	Aid-AG
	10/31/2022	\$222.46	First Bank & Trust	Optima Interest
	10/31/2022	\$214.12	Riverland Bank	Interest
	11/1/2022	\$5,000.00	VonBank	MarDen Special Assessment
	11/2/2022	\$4,705.00	Veit/Lee	MarDen Special Assessment

**Other
Business**

1. 5 Year Road Study. Additional discussion of road study and project cost planning.
2. Jordan Fire Contract. On motion by Deutsch/Wermerskirchen, Jordan Fire Contract was accepted as executed; unanimously carried.
3. Roundabout. Nytes advised about informational meeting for the planned roundabout at CR66/Hwy21/Sawmill Road.
4. MarDen Special Assessment. On motion by Wermerskirchen/Deutsch, Resolution to Adopt a Property Tax Schedule for the MarDen Court Overlay Project was accepted as read; unanimously carried.
5. Scott County Taxation Joint Powers Agreement – Assessments. On motion by Wermerskirchen/Deutsch, Resolution Approving Joint Powers Agreement For Assessment of Helena Township was accepted as read; unanimously carried.
6. Grading. Taylor DuCharme advised Board there was no grading billed for October because of dry weather.
7. Election Judge. Taylor DuCharme advised Board that an additional election judge was needed because a previously approved election judge could not participate. Scott County provided Taylor DuCharme with contact information for person interested. Taylor DuCharme advised the Board suggested person had completed training. On motion by Wermerskirchen/Deutsch, Doug Devorak appointed as election judge for election on 11/8/2022; unanimously carried.
8. Building Permits. Taylor DuCharme advised the Board two building permits received and approved; one for Delmar and one for Drexel.
9. Reports. Taylor DuCharme advised Board of Code Enforcement Report, Sheriff's Report, City View Permits Report received for October 2022.

Continuation At 8:05 p.m. on motion by Wermerskirchen/Deutsch, the meeting was continued to Wednesday 11/16/2022 for a Workshop at 5 p.m.; unanimously carried.


Edward Nytes, Chairperson


Heather Taylor DuCharme, Clerk