

Helena Township Board of Supervisors Work Shop

Agenda | May 18, 2022 | 5:00 PM | In Person at the New Prague Fire Hall

The Work Shop was called to order Chairman Edward Nytes.

Present: Chairman Ed Nytes, Supervisor John Wermerskirchen, Treasurer Nathan Hutton, Road Overseer Jeff Haag, Deputy Clerk Heather Taylor DuCharme and Clerk DeAnn Croatt

Absent: Supervisor Duane Deutsch

Road Overseer Report

- a) Road Overseer Haag distributed updated gravel maps.
- b) 225th St. W. tree trimming is complete except for one tree; owner will be contacted
- c) Camber trimming is done
- d) Haag met with Sam Morse to develop a punch list for WCLD. Met with two concerned property owners. Contractor will erect posts by culvert, silt fence will be removed, and observed drainage was working properly.
- e) The timing of seal coating will be late summer/early fall for Juniper and MarDen. Clerk will contact FaithPoint to see if they would like to sealcoat 270th at that same time.
- f) Johnson's provided a quote to apply gravel to the shoulders on 270th St. West and Juniper Avenue; work is authorized. Also provided a quote for the turn-around on 270th; Johnson's requested the Masberg tree removal be part of the project.
- g) Haag met with Tyler Klehr for a quote on a turn-around on 270th. After discussion, Haag will communicate with Klehr that the tree removal is part of the project. Haag will obtain permission from Masberg.
- h) Joe Wiita has Helena's crack-filling and pothole repairs on the project list and indicated there is a 20% price increase because of the cost of materials.
- i) The two areas yet to receive redrock following the Spring Road Viewing are the north end of Koeper and 229th St. Both Johnson and Klehr will be asked to plow snow and grade the Koeper cul-de-sac regularly.
- j) Haag met with Larry Johnson with L & T Tree at St. Benedict to view overhanging trees. L & T offered three options:
 - i) Have MVEC continue to trim the trees as needed, with no cost to the township
 - ii) Clear cut cemetery side at a cost of \$2,700
 - iii) Clear cut both sides at a cost of \$4,300After discussion, the project was tabled and will ask MVEC for trimming as needed.
- k) Signs have all been repaired or replaced.
- l) Haag and Klehr viewed the ditch at Raven and Lavonne; a quote will be prepared
- m) Haag cleared a bridge of debris on 255th; it is still too wet for 245th
- n) Dustcoating schedule is yet to be determined; cost/gallon increased about \$0.20/gallon.
- o) Haag indicated he would welcome an opportunity to serve as Supervisor/Road Overseer; terms were reviewed.

Old Business

- a) Contracts have been fully executed for MarDen; once scheduled, residents will be notified of construction dates.
- b) Schoenbauer Family Plats (AA Endeavor LLC) was discussed. Engineer Vistad's opinion was 255th could remain gravel. The estimate to blacktop is \$650k. Attorney Ruppe will be consulted and the development group will be invited to the June 9, 2022 meeting. [Robb Schoenbauer gave the Clerk the signed Escrow Agreement with the \$5k check Thursday, May 19, 2022.]
- c) 250th Street West estimate of \$300,500 to mill and overlay was reviewed. After discussion and on a motion by Wermerskirchen/Nytes the Board authorized Road Overseer Haag to obtain quotes to mill yet this year; carried unanimously. ARPA funds will be used for this project.
- d) Clerk will ask for a quote for an updated 5-Year Road Study from Engineer Vistad; will review at June meeting.

Helena Township Board of Supervisors Work Shop

- e) Mark/Lucy/Koeper were discussed, especially related to complaints about the north cul-de-sac on Koeper. A resident indicated the cul-de-sac's snow is not plowed as frequently as Mark and Lucy are plowed; Haag will follow up with Johnson's. Grading is needed, along with shaping and redrock applied on the cul-de-sac. Haag will follow up with Johnson and Klehr. A "Dead End" or "No Outlet" sign will be erected south of Holden's driveway.
- f) Effective immediately, the posting location is at the St. Benedict Concession Stand on 250th Street West.
- g) A local resident asked for extra patrol on school days at 2:40 PM for 270th and Redwing because of traffic issues; Clerk will contact Scott County Sheriff's Department, and encourage resident to call the non-emergency number as well. [Sheriff Hennen will add extra patrolling.]
- h) Driemeyer informed the Clerk that the campgrounds will be closed by June 2, 2022 as it does not qualify for a CUP or IUP because it is located in a flood plain.
- i) A Revised Harassment Policy was reviewed after copies were provided to all officers and employees. After advice from the MAT Attorney, revisions were made to the "II. Penalties" section of the policy. After discussion, and on a motion by Wermerskirchen/Nytes the revised policy was adopted unanimously.
- j) The Secretary of the Treasury encouraged local government to use ARPA funds to expand workforce and provide competitive wages, expand affordable housing, and to keep families and communities safe.
- k) Croatt reviewed the list of eligible election judges received from Scott County; other applications were submitted.
- l) The only permits to come before the township are for a variance and for a conditional use permit.
- m) Haag will follow up with Meghan Darley from SWCD for a update on the township's weed inspection program.

New Business

- a) A Certificate of Insurance was received for Enviro Tech Services, Inc.
- b) The Noxious Weed Notice was printed in local newspapers by Scott County and posted on Scott County's website and FaceBook.
- c) MAT's Clerk Training Report Back (Taylor DuCharme/Croatt)
 - i) Safe Streets for All grant application period is open; Croatt will follow up
 - ii) CTAS is a \$300 one-time fee
 - iii) A Supervisor can also be the Road Overseer/Road Boss
 - iv) Credit Cards are recommended for officers/employees who make regular purchase so personal funds are not used; Hutton will find out what's available at First Bank & Trust.
- d) On a motion by Nytes/Wermerskirchen the Clerk will obtain a PO Box for Helena Township and the PO Box will be used by both the Clerk and Treasurer; carried unanimously.
- e) Clerk provided Deputy Clerk with township documents from laptop on zip drives, a key to the posting board and they viewed the storage unit.
- f) Haag will not be at the June meeting; will submit report and claim form prior to meeting.

A Motion to Adjourn at 7:00 PM by Wermerskirchen/Nytes carried unanimously.

Respectfully Submitted

Approved

Clerk DeAnn Croatt

Chairman Edward Nytes