

Helena Township Board of Supervisors Workshop Meeting Minutes

Minutes of October 19, 2022 | New Prague Fire Hall

Call to Order

Workshop Monthly Meeting was called to order by Chairman Edward Nytes at 5:05 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, and Road Overseer Jeff Haag. Andrew Vistad was present by telephone for part of the meeting.

Road Overseer Report

1. Crack Filling. Crack fill completed 10/19/2022 (cost approximately \$18,845 – higher than 2021).
2. Sealcoating. The Board plans to have to roads sealcoated Spring/Summer of 2023.
3. Vistad. Waiting for 5-year plan from engineer.
4. Cold Patching. Completed at Koeper and MN 13.
5. Road Review. Checklist from road review complete except for stop sign at Alton, which should be done 10/20/2022.
6. 250th/St. Benedict. Axeman Services, LLC can trim trees and brush along 250th and St. Benedict for approximately \$3,700, much lower than other quotes received from other vendors. Taylor DuCharme to send letter to landowners along route to advise of trimming and brush removal.
7. Mowing. TJ Deutsch can do a 2-cut/deeper cut when mowing for weed control. TJ Deutsch to provide Haag with quote for 2-cut versus current 1-cut.

Old Business

1. WCLD. Haag followed up with Doug Johnson; Johnson had been waiting for electrical locate completion. Supervisor Deutsch also followed up with Johnson regarding WCDL prior to this meeting; work should start next Monday or Tuesday (10/24/2022; 10/25/2022).

New Business

1. Roundabout at MN21/CR66. Supervisor Deutsch to attend public meeting 11/2/2022. Supervisor Nytes may also attend. A concern is traffic that does not follow posted/official detours and uses Township roads instead.
2. Claims Approval Procedures. Discussion of process to review claims for approval.
3. Website.
 - a. Review by Taylor DuCharme of current website problems and quotes for website rebuild/update. New website hosting service would cost less than current hosting service and website designer/service provider would providing training and training materials for Clerk to do monthly postings. Current website tech support advised new website designer/service that current hosting service is outdated. Township would own new website and be able to include more education and links for resident information purposes.
 - b. On motion by Wermerskirchen/Deutsch, new website approved for quote of \$4,460; carried unanimously. Roll call vote: Nytes – yes; Deutsch – yes; Wermerskirchen – yes.

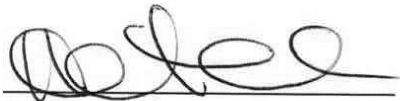
Treasurer's Items. None.

Other Business

1. Koeper/Mark/Lucy.
 - a. Call during meeting with Vistad regarding boring, cost for additional tiling other reclamation and paving project questions. Feasibility study provides for 300' of drain tiling each side of Koeper; Vistad to provide cost for drain tile for all of Koeper. Boring not typically done until after a feasibility study is approved and informational/public meeting/hearing scheduled. Contractor pulls special permits for State ROW; not Township or engineer. Discussion of project impacts on driveways and culverts.
 - b. Discussion of possible assessment and project issues.
2. MAT Annual Conference. Discussion of conference, materials, education, and controversies.
3. MarDen. No assessment payments received yet. One resident signed to have assessment added to property taxes.
4. Jordan Fire Contract. Discussion of 2022 Jordan Fire contract and bill. All Supervisors approved and signed fire contract.
5. Noxious Weeds. Supervisors discussed noxious weed training for Haag and Board. Taylor DuCharme to advise if notified of any training.

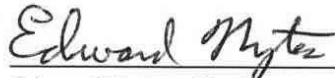
Adjourn. Motion to adjourn at 6:35 p.m. by Wermerskirchen/Deutsch; carried unanimously.

Respectfully submitted



Heather Taylor DuCharme, Clerk

Approved



Edward Nytes, Chairperson