

Helena Township Board of Supervisors Regular Monthly Meeting

Agenda | December 6, 2018 | 7:00 PM | New Prague Fire & Ambulance Conference Center

Chair manages meeting with assistance from Supervisors; everyone waits to be recognized before speaking; everyone acts with courtesy and respect for differing views; everyone limits debate to discussion of ideas at hand

1. **Call to Order & Pledge of Allegiance** by Chairman Duane Deutsch
2. **Minutes** Regular Monthly Meeting of November 6th (motion to approve as presented or corrected)
3. **Checks received by Clerk**
 - a) \$2,400 for tree trimming on Baseline (from Cedar Lake Township per Shared Road Maintenance Agreement)
4. **Payment of the bills**
 - a) Hakanson Anderson for RSP2/3 Feasibility Report \$1,387
 - b) Steve Rynda Construction and Landscaping \$75
 - c) SW Newsmedia for Annual Election \$77.82
 - d) Couri & Ruppe \$1,602.50 (RSP2/3 and SWCD)
 - e) MATIT for Worker's Compensation \$780
 - f) Election Judges (Primary and General)
 - g) Quarterly Officers (6) and Employee (1) Payroll
 - h) US Treasury, MN Dept. of Revenue - PERA
 - i) Others as received and approved
5. **Agenda Request**
 - a) SWCD
 - i) Review Petition received November 2, 2018
 - ii) Agreement to Improve Drainage and Utility Easement
 - iii) Resolution 120618 to set Public Hearing Vacation of a Portion of Drainage and Utility Easement for January 3, 2019 at 7:00 PM (Designate person to serve Personal Service for Duane H. Bauer, Post and Publish Notice)
6. **Walk-in Agenda Request(s)** (*in order of arrival*)
7. **Road Maintenance Report** by Jeff Klehr and Tom Johnson
8. **Road Overseer Report** by Darryl Perkins (Blue Waterway and Jenkins Road Ditch report back)
9. **Old Business**
 - a) Signed and Executed Snow Removal Contract
 - b) US Solar re: Wolf property
 - c) Set Hearing for Schoenbauer Culvert Cost Sharing for January 3, 2019 at 8 PM
 - d) Annual Audit January 10, 2019 at the Office of the Clerk at 6 PM
10. **New Business**
 - a) New Prague Public Hearing report back by Deutsch/Croatt
 - b) Worker's Compensation Audit (YE from Treasurer/Deputy Treasurer)
 - c) Educational Conference Recap by Attendees
 - d) Designation of Annual Polling Place Resolution 120618E
 - e) Utility Permit for Jaguar Communication on Redwing Trail
 - f) MN Department of Revenue Local Board of Appeal and Equalization Training List
 - g) Speed Trailer
 - h) Medicare Basics (MBA)
 - i) County Administrator Gary Shelton Retirement (RSVP) December 27th 4-8 PM at The Wilds
 - j) Open Jordan Fire Invoices:
 - i) Paul Wermerskirchen \$250 (one hour minimum)
 - ii) Carl Schoenbauer \$2,000 (eight hours)
11. **Other Business**
12. **Treasurer's Report and motion to accept**
13. **Motion to Adjourn**

Regular Monthly Meetings: 7:00 PM first Thursday each month at 505 5th Avenue NW, New Prague