

Helena Township Board of Supervisors Regular Monthly Meeting

Minutes of April 4, 2019 | New Prague Fire Conference Center

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| Call to Order | Regular Monthly Meeting was called to order by Chairman Nytes at 7:00 PM; Pledge of Allegiance said. |
| Officers Present | Chairman Ed Nytes, Supervisor Duane Deutsch, Treasurer Nathan Hutton, Road Overseer Darryl Perkins and Clerk DeAnn Croatt. |
| Others Present | Tom Johnson, Jeff Klehr, Barb Weckman-Brekke, Brian and Cynthia Buesgens, Troy Kuphal, Jayden and Shawn Hamilton, and Mrs. Schwartz |
| Minutes | On a motion by Deutsch/Wermerskirchen the March Regular Monthly Meeting Minutes were approved as presented; carried unanimously. |
| SWCD | <p>Troy Kuphal was present to explain the purpose of the Notice of Decision approval process. Although the SWCD acts on behalf of Helena Township, the SWCD cannot approve their own large projects. TEP has reviewed and recommended approval. Comments from adjacent property owners was favorable.</p> <p>On a motion by Wermerskirchen/Nytes, LGU Representative Deutsch is authorized to sign the necessary documents once the comment period expires (Friday, April 5, 2019 at 4:30 PM); carried unanimously.</p> |
| Buesgens | Cynthia and Brian Buesgens presented the board with pictures of flooding on their property (2831 W 252 nd Street), and their neighbors' property (Ed Burns) to the north. The pictures included the Summer Rain of 2016 and this spring's flooding. Minnesota Valley Pumping Service was hired by Buesgens and they pumped 3.6M gallons of water on March 14, 2019 from 6:30 AM to 5:30 PM. There is a ten-inch private tile that doesn't seem to be working. Buesgens asked the board to consider installing a larger culvert, from the estimated 24" to 36". From the Buesgens property, the water flows through the Burns property on its way to Sand Creek. Buesgens had Braith Excavation evaluate the issue and they recommended the culvert be lowered. The board and road overseer will view the property April 8 th during the Spring Road Viewing and will follow up with the Buesgens. |
| Hamilton | Jayden Hamilton is a Boy Scout with Troop 323 and was working toward earning a badge. Officers encouraged him to ask questions throughout the meeting. Officers were impressed Jayden and Shawn stayed for the entire meeting, which adjourned after 10 PM. |
| Road Maintenance Report (Klehr) | <p>Klehr reported frost is not out of the ground yet, but the roads are starting to firm up. Klehr indicated there are several roads that will need gravel or red rock.</p> <p>Wermerskirchen asked Klehr to look at the Schoenbauer culvert to see if it's feasible to lift the top for more water flow. Officers will view on April 8th and will follow up with Klehr.</p> |
| Snow Contractor (Johnson) | <p>Johnson is optimistic the snow season is over. Clerk will follow up with Johnson on two issues:</p> <ol style="list-style-type: none">1. Hofferma granary2. Zard fence and lamp |
| Quotes | <p>All quotes were reviewed.</p> <p>On a motion by Wermerskirchen/Deutsch TJ Deutsch's quote was accepted; carried unanimously.</p> <ul style="list-style-type: none">• \$43/swipe• \$90/hour• Surcharge on fuel over \$3/gallon |

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On a motion by Deutsch/Wermerskirchen the **Steve Rynda Construction and Landscape** quote was accepted; carried unanimously.

- Mow, weed whip and clean off surfaces \$80/mowing

On a motion by Deutsch/Wermerskirchen the **Klehr Grading & Excavating, Inc.** quote was accepted; carried unanimously.

- \$103/hour/machine
- Fuel surcharge at/above \$3.75/gallon

On a motion by Wermerskirchen/Deutsch the **Art Johnson Trucking Inc.** quote was accepted; carried unanimously.

- Hauling from Union Trail \$4.50/ton
- Hauling from Bryan Rock \$4.50/ton
- Hauling from Knife River \$2.85/ton
- Blading after gravel/red rock application \$100/hour
- Fuel surcharge over \$4/gallon

Klehr, Johnson and supervisors discussed appropriate use of red rock vs. Class 5. When Road Viewing is completed, Johnson will be provided with a list of roads needing each. Nytes asked about the recycled shingle product used by some townships. The cost is about \$16k/mile and there is a risk of metal in the product; therefore, the township will not be using until more proven. Quotes were also reviewed and filed from Quality Green, Pentagon, Kraemer, Central Applicators, Bryan Rock and Tiller.

Commissioner Brekke

Commissioner Barb Weckman Brekke was present and offered several observations about the recent State of Emergency declared by Scott County; funding has not been determined. Brekke shared that the county now has a AAA rating which helps with financing for the addition to the courthouse. Courthouse bids came in under budget. Emergency preparedness served residents well during the spring floods. Brekke was asked about her impression of the Scott County Township Association's spring meeting; she wished it wasn't to adversarial because we all need to work together. Relations were good for a while, but that evening they took a setback. Nytes expressed appreciation to Comm. Brekke for attending our meeting and being available when we have questions and concerns.

Road Overseer Report (Perkins)

Perkins reported

1. all frozen culverts are now open and flowing nicely, e.g., Columbus.
2. Francis removed all the wood on Camber
3. Potholes reported on WCLD, Koepper and Michelle/Stevens
4. The Alton cone was stolen
5. 255/Raven Street debris was removed
6. The TV on Naylor was removed
7. A "Stop Ahead" sign by St. Benedict is in the ditch; Perkins will repair/replace
8. During spring inspection, will view reported cracks on Mark and Lucy
9. Koepper near State Highway 19 needs patching; Perkins will report potholes to the state

Old Business

Kubes Quiet Title

Helena Township was notified of an April 16th hearing on the quiet title. Ruppe is aware of the issues and is communicating with Attorney Monahan on behalf of the township.

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RSP2/3

After thorough discussion and consideration, and on a motion by Wermerskirchen/Deutsch the following were adopted as presented and carried unanimously:

1. Resolution 040419A "Resolution Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessment and Notice of Assessment Hearing" for Raven Street, Lavonne Street and Peal Street, and
2. "Notice of Hearing on Proposed Assessment" for April 25, 2019 at 7:30 PM for Raven Street, Lavonne Street and Peal Street, and
3. Resolution 040419B "Resolution Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessment and Notice of Assessment Hearing" for Michelle Street and Stevens Street, and
4. "Notice of Hearing on Proposed Assessment" for April 25, 2019 at 6:30 PM for Michelle Street and Stevens Street, and
5. A mail box post fee of \$150 will be invoiced to each mailing address in Raven Stream Plats Two and Three

The assessment for RSP2 will not exceed \$4,000/lot; the assessment for RSP3 will not exceed \$5,000/lot.

Township Legal Seminar

This free seminar is sponsored by Helena Township Attorney Bob Ruppe and his partner Mike Couri. Clerk registered five attendees for Thursday, June 13, 2019.

Jaguar

Attorney Ruppe is working with Jaguar's attorney Lauren Deml, on a franchise agreement.

New Business

Cert of Inc.

Certificates of Insurance were received for Rud Construction and Gopher State Sealcoating, Inc.

First Bank & Trust

Following Hutton's and Croatt's meeting with Angelle Kuehner, First Bank & Trust Personal Banker, on March 18, 2019 at 2:30 PM, it was determined Helena Township needed to update authorized signers on each of the two accounts with First Bank & Trust.

On a motion by Wermerskirchen/Deutsch the following changes are authorized for the Money Market Account; carried unanimously:

1. **Remove** Joseph F. Pexa
2. **Remove** Duane J. Deutsch
3. **Add** Nathan Hutton

On a motion by Deutsch/Wermerskirchen the following officers are authorized as signers for the checking account; carried unanimously:

1. Nathan Hutton
2. Patricia Lambrecht
3. DeAnn Croatt
4. Darryl Perkins
5. Edward Nytes
6. Duane Deutsch
7. John Wermerskirchen

First Bank & Trust will prepare the forms for signatures; Hutton and Croatt will coordinate obtaining the signatures.

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SCALE Kirt Briggs, Joe Julius and Jon Ulrich, SCALE officers, extended a special invitation to township supervisors to attend the April and May SCALE meetings, which will have a focus on past value SCALE delivered to Scott County and its residents. SCALE requests township officers attend meeting regularly.

WCLD Clerk located one document with all the West Cedar Lake Drive easements and will retain for future use when working on WCLD water issues.

Election Dates 2020 Election Dates are set:

1. Presidential Nomination Primary is March 3, 2020
2. Primary Election is August 11, 2020
3. General Election is November 3, 2020

Assessment Reporting In preparation for the Board of Equalization, county staff provided the following statistics related to property market value changes:

1. Ag land increased 1.23%
2. Commercial and Industrial increased 4.88%
3. Public Utility remained flat
4. Residential Improved increased 15.96%
5. Residential Vacant Land increased 32.96%

Building Permits

1. Ryan Holzer for a new home on Camber Avenue; the township was notified by Scott County that PID 059040096 is no longer eligible for Green Acres and has been removed.
2. Scott Pexa for a demolition permit
3. Paul Hanzel Homes for a new home on Silver Maple Drive
4. Tim and Denielle Stepka for a new home on Helena Blvd. The lot fee of \$3k is due at Mylar signing.

Receipts, Transfers and Treasurer's Report

New receipts:

| | | | | |
|-----------|----|----------|--------------------|-------------------|
| 3/18/2019 | \$ | 4,000.00 | City of New Prague | Alton Maintenance |
| 3/18/2019 | \$ | 324.99 | Scott County | ORI |

On a motion by Deutsch/Wermerskirchen the Treasurer's Report was accepted as presented; carried unanimously.

Bills Paid On a motion by Deutsch/Wermerskirchen bills # 5895--5899 were paid and a transfer of \$5k was acknowledged; carried unanimously.

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|------|----|----------|----------------------------------|--------------------------|
| 5895 | \$ | 50.00 | Lowell Tangen | Annual Meeting Moderator |
| 5896 | \$ | 1,935.00 | Couri & Ruppe PLLP | Jaguar/RSP2/3 |
| 5897 | \$ | 296.00 | Suel Printing Company | Annual Meeting/RSP2/3 |
| 5898 | \$ | 5,400.00 | Klehr Grading & Excavating, Inc. | Grading maintenance |
| 5899 | \$ | 4,522.50 | Art Johnson Trucking, Inc. | Snow Plowing |

Hutton noted checks 6000-6001-6002 were voided and given to the bank for an example of what Helena Township checks look like.

Hutton will be ordering checks once the design is finalized. Clerk offered a layout suggestion.

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Continuations On a motion by Deutsch/Wermerskirchen the meeting is continued to:

1. April 8th for Road Viewing (meet at Deutsch Farm); then to
2. April 12th for SCALE at 7:30 AM Prior Lake City Hall; then to
3. April 18th at 7:00 PM for Board of Equalization; then to
4. April 22nd at TBD (location also TBD) with county staff related to County Zoning and Subdivision Ordinance Revisions
5. April 25th at 6:30 PM and 7:30 PM for Raven Stream Plats Two and Three Assessment Hearing

Carried unanimously.

Edward Nytes, Chairman

DeAnn Croatt, Clerk