

Helena Township Board of Supervisors Regular Monthly Meeting

Minutes of June 9, 2022 | New Prague Fire Hall

- Call to Order** Regular Monthly Meeting was called to order by Chairman Nytes at 6:00 PM. The Pledge of Allegiance was recited.
- Present:** Chairman Edward Nytes, Supervisor Duane Deutsch, Supervisor John Wermerskirchen, Treasurer Nathan Hutton, Deputy Treasurer Heather Taylor DuCharme and Clerk DeAnn Croatt. Absent: Road Overseer Jeff Haag (Park & Trails Meeting) Also present: Jeff Klehr, Rob Schoenbauer, Randy Kubes and Chris Kubes
- Minutes** On a motion by Wermerskirchen/Deutsch the May Regular Monthly Meeting Minutes and May Work Shop Minutes were approved as presented; carried unanimously.
- Bills Paid** After a review of invoices, and on Wermerskirchen/Deutsch the checks # 6490 — 6410 (with the exception of a voided 6507) and three ACH payments were approved for payment; carried unanimously.

6490	\$	38,870.01	Art Johnson Trucking, Inc.	Haul Redrock and Grade new rock
6491	\$	80,693.53	Bryan Rock Products, Inc.	Redrock
6492	\$	460.00	Couri & Ruppe PLLP	Legal
6493	\$	62.50	Donald Rowe	Web Maintenance
6494	\$	150.00	Dugas Woodworking	Posting Board
6495	\$	299.70	Earl F. Andersen	Signs
6496	\$	842.70	Hakanson Anderson	MarDen (\$685.20), General (\$157.50)
6497	\$	8,428.80	Klehr Grading & Excavating, Inc.	Grading
6498	\$	1,089.40	Pentagon Materials, Inc.	Class 5
6499	\$	215.50	Quality Green LLC	RSP2 Park Preemergent/Fertilizer
6500	\$	403.76	SW Newsmedia	Board of Review/MarDen
6501	\$	245.00	Steve Rynda Constr & Landscape	RSP2 Park Mowing
6502	\$	4,160.38	Xcel Energy	Escrow Refund
6503-10	\$	15,913.22	Quarterly Payroll	Salary, Mtg., Reimbursements, Labor
ACH	\$	1,320.00	PERA	DCP
ACH	\$	737.35	MN Department of Revenue	State Taxes
ACH	\$	3,977.17	US Treasury	Federal Taxes

Klehr Report Klehr reported the rain helped grading roads and the roads are generally in good condition. Klehr also mentioned that when buying culverts, the riveted culverts are much stronger than the spiral.

- Road Overseer Report**
1. Quotes were received from Allstate and Midstate to reclaim 250th Street West and St. Benedict Road from south of the bridge to the top of the hill.
 - a. After consideration and on a motion by Wermerskirchen/Nytes the Board accepted the quote from Allstate in the amount of \$21,425.08; carried 2-1-0 (Deutsch). Deutsch asked the Clerk to mail letters to landowners along the reclaim areas.
 2. Johnson and Klehr submitted quotes for a turnaround on 270th east of Naylor.
 - a. On a motion by Wermerskirchen/ Deutsch the Klehr quote of \$3,581 was accepted; carried unanimously.
 3. Johnson and Klehr submitted quotes for ditch work in Raven Stream Plat Two.
 - a. On a motion by Wermerskirchen/ Deutsch the Johnson quote was accepted unanimously.
 4. The board decided to meet on site to view 24401 and 24540 WCLD at 4:00 PM Wednesday June 15, 2022, prior to the June Work Shop to view a resident concern.
 5. The “No Outlet” sign on Koeper was installed.
 6. Nytes reported box springs and a recliner were dumped on Alton Avenue; Haag was notified.

Schoenbauer Randy and Chris Kubes, along with Robb Schoenbauer, were present to ask the board for a decision on gravel vs. bituminous road. The board contacted the township attorney and engineer, who indicated 6 new lots on 255th Street West does not warrant having the developer pay for a bituminous road surface.

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On a motion by Wermerskirchen/Nytes the Board agreed to allow the development of 6 new lots on the south side of 255th Street West without having AA Endeavors pay for a bituminous road; carried 2-1-0 (Deutsch).

Klehr Klehr asked to be notified prior to dustcoating so roads may be graded just prior to the application. Klehr provided the name of the contractor who dustcoated Belle Plaine Township, as the township is extremely pleased with the results. It is Northern Salt; the township will consider them for future work.

Old Business

PO Box 386 The township's new address is PO Box 386 at the New Prague Post Office. Keys were distributed to Treasurer Hutton, Deputy Clerk Taylor DuCharme and Clerk Croatt.

Patrolling Scott County added extra patrol in the area of Redwing and 270th Street West as a result of resident's complaint.

New Business

Cert of Ins Received for Thomas Deutsch for ditch mowing.

Street Eval & CIP Update The board reviewed the proposal by Hakanson Anderson. The evaluation and CIP update was quoted at \$3,700. After consideration, it was the consensus of the board to delay the study for a few years.

Building Permits

1. Ag building for Glisczinski on Redwing
2. Deck for Slavik on St. Benedict Road
3. AC for Olson on 223rd
4. Roof for Krzmarcik on Delmar
5. Rood for Reimers on Stevens
6. New home for Hanzel Homes on Silver Maple Drive
7. Windows for Huebl on Redwing

Minutes Clerk has published regular monthly minutes on the website and inquired about adding work shop minutes also. It was the consensus of the officers that work shop minutes will be published.

Membership Cards Clerk distributed MAT membership cards to the officers.

Assessments The board wishes to learn more about moving to Open Book; Clerk will follow up with county assessor's office.

Filings Clerk reminded the board that the following officers' terms are up this year: Treasurer Hutton, Supervisor Nytes and Supervisor Wermerskirchen. The filing period is open from August 2 – 16, 2022. Clerk has affidavits of candidacy.

Met Council There are 640 housing units, 613 households and 1,799 people in Helena Township.

Code Officer Updates were received for active code enforcement cases. A new case is for a business without an IUP.

Cedar Lake Regional Park The township was notified that plans for a new group campsite with camper cabins and associated infrastructure is moving forward.

Other Business

Receipts New Receipts:
5/31/2022 \$ 44.82 First Bank & Trust Optima Interest

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5/31/2022	\$	219.91	Riverland Bank	Interest
5/11/2022	\$	92.98	State of Minnesota	ORI
5/19/2022	\$	5,000.00	AA Endeavor	Escrow

Treasurer's Report

Treasurer Hutton gathered information and signatures for a township credit card, to be used by the Road Overseer for supplies and materials, and by the Clerk for recurring fees, registrations and office supply purchases. There will be one statement and officers must have receipts for all purchases. Any unauthorized purchases will be deducted from the next payroll. There are no fees for the cards obtained from First Bank & Trust.

On a motion by Deutsch/Wermerskirchen, the Treasurer is authorized to transfer \$150k from savings to checking; carried unanimously.

The Treasurer's Report was accepted on a motion by Wermerskirchen/Nytes; carried unanimously.

ZOOM

Employees and officers may participate via ZOOM if they are out of town or ill. For all ZOOM meetings, roll call votes must be taken, and both locations must be open to the public.

SWCD

An inspection by SWCD was completed of the bank stabilization project in the west side of Raven Stream Plat 2. A copy was sent to Road Overseer Haag so leaves may be removed from the inlet, and thistles may be treated.

MAT

The District 4 meeting was moved to August 10, 2022; therefore the Regular Monthly Meeting will be moved back to August 4, 2022.

Continuation

At 7:45 PM on a motion by Wermerskirchen/Deutsch the meeting was continued to:

- 4:00 PM Wednesday June 15, 2022 at 24401 WCLD to view along with 24540 WCLD; then to
- 5:00 PM Wednesday June 15, 2022 at the New Prague Fire Hall for the June Work Shop; carried unanimously.

Edward Nytes, Chairman

DeAnn Croatt, Clerk