

## Helena Township Board of Supervisors Workshop Meeting

Agenda | March 14, 2023 | 8:00 p.m. | New Prague Fire Hall

*Chair manages meetings with assistance from supervisors; wait to be recognized before speaking.  
Act with courtesy and respect for differing views; limit debate to discussion of topic at hand.*

\*Meeting is in person. However, if you wish to join by ZOOM, notify the Clerk and join here:

<https://us02web.zoom.us/j/86787076976>.

Meeting ID: 867 8707 6976 | To join by phone, call either 312.626.6799 or 699.900.9128.

1. **Call to order** by Clerk
2. **Election of moderator** by Voters
3. **Order of Business.** Moderator (state Order of Business): *The Annual Meeting of the Township of Helena is held to conduct any business proper to be done at said meeting, including but not limited to, approving the 2022 Annual Meeting Minutes, approving the combined Clerk and Treasurer's report, discussing the 2023 levy, selecting a depository, posting location and public notice newspapers, announcing the meeting date and time for the 2024 Annual Meeting, discussing road projects for 2023, and setting regular monthly meeting dates and times.*
4. **Announcement of agenda for meeting** by Moderator.
5. **Review and approve previous year annual meeting minutes** by Clerk; motion to approve the 2022 Minutes as read/corrected.
6. **Read Board of Audit Report as posted prior to meeting or motion** to read a summary of the Clerk & Treasurer Report by Treasurer.
7. **Road report** by Road Overseer.
8. **Discuss Levy**

| Year Set                       | 2022 for 2023     | 2023 for 2024 |
|--------------------------------|-------------------|---------------|
| General                        | \$ 105,000        | \$            |
| Road and Bridge                | \$ 233,000        | \$            |
| Road and Bridge Reconstruction | \$ 113,400        | \$            |
| Jordan Fire                    | \$ 30,000         | \$            |
| New Prague Fire                | \$ 77,325         | \$            |
|                                | <b>\$ 558,825</b> | <b>\$</b>     |

9. **Motions, if any, for the following:**
  - a. Setting time, place, and location of regular meetings, workshops, and other meetings through March 2024.
    - i. Regular meetings for the first Thursday of each month with exceptions to be discussed.
    - ii. Workshop meetings for the third Wednesday of each month with exceptions to be discussed.
  - b. Designating depository for Township checking account as First Bank & Trust of New Prague and savings account(s) at the discretion of the Board with a recommendation by Treasurer.
  - c. Motion to designate location of posting and publishing of Public Notices
    - i. St. Benedict Ballfield posting board – posting
    - ii. Jordan Independent and New Prague Times – publishing
    - iii. [www.helena-township.com](http://www.helena-township.com) – posting/publishing
  - d. Authorizing Town Board to initiate specific road opening, vacation, or alteration process
  - e. Authorizing Board of Supervisors to adopt ordinance to allow permitting and regulation of manure lines in right of way.
  - f. Authorizing any of the following:
    - i. New town hall site

- ii. Construction and maximum expenditure
  - iii. Town cemetery
  - iv. Town park expenditures
  - v. Contributing to construction of community center
  - vi. Expending funds on previously abandoned road
  - vii. Expending funds for historical town celebration and/or general community celebration
  - viii. Recognition of retirees, volunteers, and/or special service efforts (\$200 in the past)  
(possible scholarship/award to Helena Township resident high school student for service effort of creating Helena Township logo)
  - ix. Expend up to \$10,000 for contracted health, social, or recreational services
  - x. Passage of nuisance ordinances
  - xi. Funding emergency services
  - g. To approve general levy and any dedicated levies
10. **General Discussion.**
- a. Road improvements projects 2023
  - b. Road improvement projects 2024
  - c. Other matters
11. **Business from the Floor.**
12. **Next Annual Meeting.** Motion to time to convene, time to convene, and call to order for **2024 Annual Meeting** as Tuesday, March 12, 2024 at 8 p.m. at the New Prague Fire Hall, 505 5<sup>th</sup> Ave. NW, New Prague, Minnesota 56071.
13. **Continue Meeting.** Motion to recess and continue annual meeting to Tuesday, September 7, 2023 at 6 p.m. at the New Prague Fire Hall, 505 5<sup>th</sup> Ave. NW, New Prague, Minnesota 56071.