


Helena Township Board of Supervisors
Regular Monthly Meeting Minutes
Minutes of 3/20/2024 | New Prague Fire Hall

Call to Order	Workshop meeting was called to order by Supervisor Wermerskirchen at 5 p.m. The Pledge of Allegiance was recited.
Present/Not Present	Present: Chairperson Duane Deutsch (arrived approximately 5:20 p.m.), Supervisor John Wermerskirchen, Supervisor Edward Nytes, Treasurer Nathan Hutton, Clerk Heather Taylor DuCharme, Deputy Clerk DeAnn Croatt, Ryan Pfarr, Bill Nytes, Bob Nytes. Not present: Road Overseer Jeff Haag.
Treasurer Items	Treasurer advised the Supervisors present that there had been a rounding error on the 3/7/2024 claims. The claim/payment to PERA was off by \$0.01. On motion by Wermerskirchen/Nytes, correction of payment of 3/7/2024 claims of \$23,774.96 approved; carried by quorum. Treasurer also advised the Supervisors present that PERA was asking for user/public comment regarding its website and portal. Treasurer plans to submit comment regarding need for additional website/portal availability on weekends.
Deputy Clerk Items	Deputy Clerk advised the Board that it has been reported Jordan Fire Department received approximately \$300,000 (Bob Nytes stated Jordan paper said \$315,000) from a portion of grant money that the City of Jordan received from either the state or federal government. It is believed some of this will be used for a new ladder truck. Discussion of determining if the City of New Prague received a similar grant and whether any grant money would be provided to New Prague Fire Department.
Clerk Items	<p>Clerk presented the following items/report.</p> <ol style="list-style-type: none"> 1. Update to Board of Road Overseer items pursuant to email from R/O. <ol style="list-style-type: none"> a. Comcast project around Cedar Lake with D&D as contractor completing work for Comcast. R/O and Clerk have had contacts with D&D and some residents. Township is providing information to D&D so that contractor can avoid damage drain tile on WCLD. Clerk has had contact with other residents regarding length and scope of project and has provided them contact information for D&D. b. Tree stumps on Lucy Street could not be removed with electric chainsaw so R/O is having them ground out. c. Request to schedule spring road review at next regular meeting. d. R/O unavailable through 3/30/2024. 2. Park Ballroom bill from Fire Department received for relocation of Fire Department training so Township could use fire hall for 3/5/2024 election to be submitted for approval and payment with April claims. 3. Contacted current vendors for sealed/confidential gravel and grading quotes for 2024 season; one received so far. Supervisors will open gravel/grading quotes at 4/4/2024 meeting and snowplow quotes at 9/5/2024 meeting. 4. Discussion of utility permit fees and other township procedures/fees.

<p>Other Business</p>	<ol style="list-style-type: none"> 5. It is believed all election related claims have been received. Clerk will submit request for reimbursement of qualifying expenses to MN Secretary of State. 6. Clerk received LTAP (Local Technical Assistance Program) information by mail and will provide to R/O. 1. Ryan Pfarr, Vice President of Pfarr Away Trucking was present to discuss Township requirements and expectations for gravel, grading, snowplowing, and mowing quotes as well as who the Township uses for gravel vendors. His company is located in Le Sueur, Minnesota and provides those services, including to other townships, such as Derrynane. He was advised of the date the Supervisors would open sealed/confidential quotes. 2. <u>Schoenbauer Farms/AA Endeavors</u>. Bill Nytes and Bob Nytes were present to discuss concerns over drain tile on the Delmar portion of the development. <ol style="list-style-type: none"> a. Bill and Bob stated they were advised that drain tile was located in one place but it appears based on the copies of mylars provided to the Township by Scott County and further investigation by Bill and Bob that it is located in another place. b. There was discussion of what was requested by the Bill and Bob at meetings between them and Schoenbauer Farms representatives both at Township meetings and at the development location, including meeting minutes from 7/19/2023 meeting and October, 2023 meetings. The 7/19/2023 Township meeting minutes state that the developer agreement was to include moving the drain tile but review of the developer agreement does not show this language was included. Additional meeting minutes were not reviewed to determine if this language was intentionally excluded from the final developer agreement. c. Bill and Bob stated the drain tile should either be moved and a new easement created or a larger easement created to include where tile is actually located and this should be done at Schoenbauer Farms expense. d. Discussion of possible revision/addendum to developer agreement. Clerk to contact Township attorney to review options. e. Discussion of current escrow balance for Schoenbauer Farms. 3. <u>MAT</u>. Discussion of emails received regarding Minnesota Association of Townships short courses and bylaws. 4. Unofficial Detour 2023. Treasurer advised the Board that the Township received payment from State of Minnesota Department of Transportation in the amount of \$15,222.32 for the unofficial detour costs related to 225th street and the Highway 21 roundabout construction in 2023.
<p>Motion to Adjourn</p>	<p>At 6 p.m. on motion by Wermerskirchen/Nytes, meeting adjourned; carried unanimously.</p>

Respectfully submitted



Heather M. Taylor DuCharme, Clerk

Approved



Duane Deutsch, Chairperson