

Helena Township Board of Supervisors
Regular Monthly Meeting Minutes
Minutes of 5/2/2024 | New Prague Fire Hall


Call to Order	Regular monthly meeting was called to order by Chairperson Deutsch at 6 p.m. The Pledge of Allegiance was recited.																																								
Present	Chairperson Duane Deutsch, Supervisor John Wermerskirchen, Supervisor Edward Nytes, Treasurer Nathan Hutton, Clerk Heather Taylor DuCharme, Road Overseer Jeff Haag, Joe Lambrecht (Chair, Cedar Lake Township), Marlene Reineke (Vice-Chair, Cedar Lake Township), Doug Johson (Art Johnson Trucking, Inc.). NOT PRESENT: Deputy Clerk DeAnn Croatt.																																								
Minutes	Review by Supervisors of proposed April 2024 Regular Meeting Minutes, April MAT Events Minutes, and April Workshop Meeting Minutes. On motion by Wermerskirchen/Nytes, all minutes approved as presented; carried unanimously.																																								
Discussion of Claims	Review of claims for approval. After review of claims and on motion by Nytes/Wermerskirchen, all claims were approved as presented for payment, including checks 6834-6846 and one ACH totaling \$38,007.77; carried unanimously. Roll call votes: Deutsch – yes; Nytes – yes; Wermerskirchen – yes. Request by Treasurer for Supervisors to approve transfer of \$38,007.77 from savings to checking. On motion by Nytes/Wermerskirchen, transfer of \$38,007.77 from savings to checking approved; carried unanimously.																																								
Claims Approved and Paid	<table><tr><th>Check#</th><th>Amount</th><th>Payee</th><th>Reason/Purpose</th></tr><tr><td>ACH</td><td>\$686.30</td><td>First Bank & Trust</td><td>Credit Card</td></tr><tr><td>6834</td><td>\$4,831.00</td><td>Art Johnson Trucking, Inc.</td><td>Gravel/Grading</td></tr><tr><td>6835</td><td>\$225.00</td><td>Minnesota Association of Townships</td><td>Education</td></tr><tr><td>6836</td><td>\$25,900.00</td><td>Scott County Treasurer</td><td>Assessment Fees</td></tr><tr><td>6837</td><td>\$96.00</td><td>Suel Printing Co</td><td>Legal Publication</td></tr><tr><td>6838</td><td>\$58.30</td><td>SWNewsMedia</td><td>Legal Publication</td></tr><tr><td>6839</td><td>\$125</td><td>TJ Deutsch</td><td>Tree Removal/Road Clearing</td></tr><tr><td>6840-6845</td><td>\$5,997.19</td><td>Board/Employees</td><td>Salary/Meeting Fees/Reimbursements</td></tr><tr><td>6846</td><td>\$88.98</td><td>Lakers New Prague Sanitary</td><td>Trash Disposal</td></tr></table>	Check#	Amount	Payee	Reason/Purpose	ACH	\$686.30	First Bank & Trust	Credit Card	6834	\$4,831.00	Art Johnson Trucking, Inc.	Gravel/Grading	6835	\$225.00	Minnesota Association of Townships	Education	6836	\$25,900.00	Scott County Treasurer	Assessment Fees	6837	\$96.00	Suel Printing Co	Legal Publication	6838	\$58.30	SWNewsMedia	Legal Publication	6839	\$125	TJ Deutsch	Tree Removal/Road Clearing	6840-6845	\$5,997.19	Board/Employees	Salary/Meeting Fees/Reimbursements	6846	\$88.98	Lakers New Prague Sanitary	Trash Disposal
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New Receipts	<table><tr><th>Date</th><th>Amount</th><th>Payor</th><th>Purpose/Reason</th></tr><tr><td>4/12/2024</td><td>\$73.32</td><td>State of Minnesota</td><td>ORI</td></tr><tr><td>4/25/2024</td><td>\$470</td><td>Robert Yost</td><td>Annexation Fee</td></tr><tr><td>4/30/2024</td><td>\$228.62</td><td>Optima Plus</td><td>Interest</td></tr><tr><td>4/30/2024</td><td>\$263.11</td><td>Riverland Bank</td><td>Interest</td></tr></table>	Date	Amount	Payor	Purpose/Reason	4/12/2024	\$73.32	State of Minnesota	ORI	4/25/2024	\$470	Robert Yost	Annexation Fee	4/30/2024	\$228.62	Optima Plus	Interest	4/30/2024	\$263.11	Riverland Bank	Interest
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Supervisor Items	Supervisors discussed ditch damage at Alton Avenue/270 th – someone drove in and out. Resident contact Supervisor regarding possibility of guard rail. Discussion of other options to keep cars out of ditch, including replacing missing arrow signs. Road Overseer to replace missing arrows.																				
Other Items	<ol style="list-style-type: none">Cedar Lake Township Supervisors Joe Lambrecht, Chair, and Marlene Reineke, Vice-Chair, were present to discuss road maintenance costs for Baseline Avenue and Baseline Boulevard.<ol style="list-style-type: none">Contract provides Cedar Lake Township maintains Baseline Avenue and Helena Township maintains Baseline Boulevard but that any gravel costs must be approved prior to application.Cedar Lake Township applied gravel to Baseline Avenue in 2023 without prior approval and submitted a claim to Helena Township dated 2/5/2024. Helena Township declined to pay that claim based on no preapproval. Helena Township applied gravel to Baseline Boulevard in 2023 but did not seek preapproval or reimbursement from Cedar Lake Township.Lambrecht and Reineke stated that Cedar Lake Township wants to apply gravel to Baseline Avenue in 2024 and is requesting preapproval for the cost sharing. Lambrecht and Reineke stated additional gravel planned by Cedar Lake Township for Baseline Avenue (1,500 tons) pursuant to Cedar Lake Township discussion with gravel/grading vendor. On motion by Wermerskirchen/Nytes, approval provided to 50/50 cost share for gravel applied to Baseline Avenue by Cedar Lake Township for gravel not to exceed 1,500 tons with Cedar Lake Township and its vendor to apply less gravel as needed at their discretion.Helena Township applied gravel to Baseline Boulevard in 2024 without seeking preapproval from Cedar Lake Township. Lambrecht stated that Cedar Lake Township would be willing to reimburse Helena Township for half of the cost of gravel applied to Baseline Boulevard in 2024 if Helena Township will cost share with Cedar Lake Township for the gravel planned to be applied to Baseline Avenue in 2024. Reineke agreed. Clerk to provide Cedar Lake Township with invoice for half of gravel cost for gravel applied to Baseline Boulevard by Helena Township in 2024.Lambrecht and Reineke stated Cedar Lake Township provides no dust coating and will not cost share or reimburse Helena Township for any dust coating on Baseline Avenue or Baseline Boulevard. Helena Township already contacted Envirotech and residents on																				

	<p>those roads for 2024. Supervisors determined that Helena Township will provide dust coating as planned for 2024 but that may not in 2025 or later years.</p> <ol style="list-style-type: none"> 2. Discussion about powerline construction and how Townships will proceed if any damage to roads/ditches. Best option would be to have powerline company/contractors to provide repairs at their own cost rather than Townships repairing and seeking reimbursement. 3. Lambrecht and Reineke left meeting after these discussions.
<p>Road Overseer Items</p>	<p>Road Overseer presented the following items/report.</p> <ol style="list-style-type: none"> 1. <u>Road review</u>. Finishing of road review items is 50-70% done. TJ Deutch removed tree from road. Trees trimmed on Juniper. Saplings removed. 2. <u>265th</u>. City of New Prague buried a culvert with gravel and plowed gravel off road while snow plowing. Johnson did what he could to pull gravel back on road, repair, and dig out culvert. Road Overseer to add chevron signs. 3. Waiting to do blacktop patch on Willow until it is consistently warmer and dry. 4. Chevron sign added by Naylor. 5. Updates on weed spraying status and budget. 6. <u>270th</u>. <ol style="list-style-type: none"> a. Posts placed for "children playing" signs. Waiting for signs from vendor because they had to be made (none in stock). There was a post without a sign that will have sign added to it. b. Resident complaint about dust last week and wait on dust coating. Road Overseer advised resident that dust coating needs to be scheduled with graveling and weather considerations. c. Discussion of extra width of dust coating like last year due to additional traffic. 7. Wermerskirchen discussed with Johnson 260th and Koeper circle grading touchups. 8. Discussion of road work and safety of Road Overseer and others during road work, including replacing and placing signs.
<p>Clerk Items</p>	<p>Clerk presented the following items/report.</p> <ol style="list-style-type: none"> 1. New Prague Fire Department submitted permit for training burn of house. Property owner had also contacted Supervisor and submitted permit for same planned fire. 2. All reports received from sheriff, code enforcement, and permits forwarded by Clerk to Board. 3. Clerk emailed Scott County Code Enforcement regarding vehicles parked in right of way on Juniper. No response received. Clerk to follow up. 4. Discussion of Couri & Ruppe Legal Seminar and Town Law Review. Clerk to attend Law Review because of scheduling conflict with Legal Seminar. Supervisors and Road Overseer may attend either. 5. Review of recent MAT Township Insider. 6. Election update, including election judges and conflicts of interest.

Old Business	Discussion regarding Schoenbauer Farms/AA Endeavors/Kubes misrepresentation to Helena Township Board and Engineer regarding drain tile on Lot 12 which deceived Supervisors and led to not having Supervisors include a requirement to move the Lot 12 drain tile in the Developer Agreement. Nytes advised the Board that Randy Kubes told Nytes that Robb Schoenbauer said they would not be moving the drain tile even though the neighboring properties were requesting it. Supervisors discussed DRT meetings, next steps (if any), and disappointment with how things were addressed with this development.
Treasurer Items	<p>Treasurer presented the following items for discussion.</p> <ol style="list-style-type: none"> 1. There is one outstanding check to Ettlin's Café. Clerk messaged Ettlin's prior to meeting and advised that the check was deposited with their bank on 5/1/2024. Treasurer confirmed deposit online during meeting 2. Review of account balances, deposits, payments, funds balances, expenditures. Road and Bridge fund shows less spent than previous couple of years. ARPA escrow account will be fully expended on elections and gravel in 2024. 3. Annexation fee received from Rob Yost and deposited. 4. Upon question by Deutch, Treasurer explained that Willow Lane and other account balances do not necessarily match exactly the assessments due based on actual costs for work completed and allocations. 5. Discussion of Office of the State Auditor and MAT surplus suggestions as well as town hall grants. 6. On motion by Wermerskirchen/Nytes, Treasurer's Report accepted and approved as presented; carried unanimously.
Motion to Continue	At 7:30 p.m. on motion by Wermerskirchen/Nytes meeting continued to 5/15/2024 Workshop with Board to meet at 245 th and Xanadu at 4:15 p.m. to review trees and then convene at Fire Hall for Workshop at 5 p.m.; carried unanimously.

Respectfully submitted


Heather M. Taylor DuCharme, Clerk

Approved


Duane Deutsch, Chairperson

TREASURER'S REPORT

DATE: May 2, 2024

FILE COPY

GENERAL CHECKING		\$	5,707.63
	Ettlins Outstanding Ck	\$	332.41
OPTIMA PLUS SAVINGS		\$	628,503.86
	Transfer (to checking)	\$	(10,000.00)
	Interest 4-30-2024	\$	228.62
		\$	618,732.48
RIVERLAND BANK		\$	214,364.73
	Interest 4-30-2024	\$	263.11
		\$	214,627.84

GRAND TOTAL \$ 839,067.95

NOTE: THE AMOUNTS ABOVE INCLUDE ALL RECEIPTS SINCE THE LAST MEETING.

4/12/2024 State of Mn (ORI)	\$	73.32
4/25/2024 Robert Yost (Annexation Fee)	\$	470.00
	\$	543.32

Deposit received after month-end close

	\$	-
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	2022	2023	2024	Total of Checks for Month
GENERAL	\$ 105,000.00	\$ 105,000.00	\$ 115,500.00	
JAN	\$ 2,070.24	\$ 309.64	\$ 10,100.08	\$ 16,468.56
FEB	\$ 1,445.00	\$ 1,830.25	\$ 5,553.88	\$ 13,124.78
MAR	\$ 13,049.15	\$ 19,686.80	\$ 12,195.08	\$ 23,774.96
APRIL	\$ 1,945.92	\$ 1,153.28	\$ 5,190.64	\$ 49,698.00
MAY	\$ 24,668.00	\$ 59.00		\$ -
JUNE	\$ 18,898.94	\$ 46,835.74		\$ -
JULY	\$ -	\$ 2,460.70		\$ -
AUG	\$ 1,098.31	\$ 784.15		\$ -
SEPT	\$ 16,275.66	\$ 16,966.23		\$ -
OCT	\$ 703.45	\$ 3,793.67		\$ -
NOV	\$ 575.94	\$ 3,947.44		\$ -
DEC	\$ 19,052.55	\$ 10,621.26		\$ -
TOTAL	\$ 99,783.16	\$ 108,448.16	\$ 33,039.68	\$ 103,066.30
Funds Remaining	\$ 216.84	\$ 109.88	\$ 86,018.36	
R & B	\$ 330,000.00	\$ 346,400.00	\$ 362,710.00	
JAN	\$ 9,897.52	\$ 17,006.63	\$ 5,869.73	
FEB	\$ 8,052.75	\$ 15,760.92	\$ 7,570.90	
MAR	\$ 4,162.03	\$ 10,019.26	\$ 8,114.16	
APRIL	\$ 10,313.60	\$ 23,007.45	\$ 5,600.40	
MAY	\$ 10,315.40	\$ 3,677.50		
JUNE	\$ 132,295.53	\$ 23,080.83		
JULY	\$ 14,153.22	\$ 17,544.90		
AUG	\$ 22,854.60	\$ 14,473.84		
SEPT	\$ 8,089.64	\$ 8,757.58		
OCT	\$ 6,106.49	\$ 13,069.11		
NOV	\$ 2,116.92	\$ 3,525.03		
DEC	\$ 19,121.93	\$ 3,583.10		
TOTAL	\$ 247,479.63	\$ 153,506.15	\$ 27,155.19	
Funds Remaining	\$ 82,520.37	\$ 192,893.85	\$ 335,554.81	
NEW PRAGUE FIRE	\$ 77,312.30	\$ 38,550.50	\$ 38,084.55	
JORDAN FIRE	\$ 30,896.59	\$ 32,386.42	\$ 31,500.00	
JF (new truck)				
SPECIAL				
JAN		KOLUMA	\$ 498.75	
FEB			\$ -	
MAR		APRA 2865.72, KOLUMA 600	\$ 3,465.72	
APRIL		ARPA 532.41, AA End 290	\$ 822.41	
MAY				
JUNE				
JULY				
AUG				
SEPT				
OCT				
NOV				
DEC				
TOTAL			\$4,786.88	

Tally for Funds
2024

Thursday, May 2, 2024					
	Receipts	Orders Paid	Totals	Monthly Notes	
General Fund	\$ 133,682.60	\$ 9,545.46	\$ 33,039.68	\$ 110,188.38	
Road & Bridge	\$ 365,874.28	\$ 45,713.30	\$ 27,155.19	\$ 384,432.39	
Road & Bridge Reconstruction	\$ 525,711.52	\$ 1,587.80		\$ 527,299.32	
Jordan Fire	\$ 22,315.73	\$ 726.34		\$ 23,042.07	
New Prague Fire	\$ 39,339.01	\$ 1,111.46	\$ 38,084.55	\$ 2,365.92	
lot fee	\$ 281,802.77			\$ 281,802.77	
tax reimburse	\$ 12,777.50			\$ 12,777.50	Transfer to General in CTA's
					Transfer beginning balance to
					General in CTA's, however will
					continue to track here for rest of fiscal
Interest	\$ 24,419.93	\$ 1,925.42		\$ 26,345.35	year
Willow Lane	\$ 170.99			\$ 170.99	
Faith Point	\$ -			\$ -	
Soderlund	\$ (11,170.49)			\$ (11,170.49)	Transfer to R&B in CTA's
Jaguar	\$ (600.00)			\$ (600.00)	Transfer to General in CTA's
State of MN COVID-19	\$ 4,377.11			\$ 4,377.11	Transfer to General in CTA's
American Recovery Plan (ARP)	\$ 25,176.09			\$ 21,777.96	
MarDen	\$ (59,040.10)	\$ 3,398.13		\$ (59,040.10)	
Koeper/Lucy/Mark	\$ (186,909.84)	\$ 1,098.75		\$ (188,008.59)	
Hope Acres	\$ (200.04)	\$ 200.04		\$ -	Added OCT-2022
AA Endeavor LLC	\$ 1,773.50	\$ 2,050.00	\$ 290.00	\$ 3,533.50	Added OCT-2023
West Cedar Lake Drive	\$ (189,060.61)			\$ (189,060.61)	Added JUN-2022
Debt Service	\$ (19,530.93)			\$ (19,530.93)	Created for accounting reasons
First Bank & Trust Road Loan	\$ -			\$ -	
Project totals	\$ (208,591.54)			\$ (208,591.54)	
Raven Stream	\$ (291,634.59)			\$ (291,634.59)	
Recon Funds to resolve Loan	\$ 178,847.71			\$ 178,847.71	Created for accounting reasons
Debt Service	\$ 31,354.30			\$ 31,354.30	
First Bank & Trust Road Loan	\$ (10,202.01)			\$ (10,202.01)	
Project totals	\$ (91,634.59)			\$ (91,634.59)	
	\$ 879,274.43	\$ 62,859.82	\$ 103,066.30	\$ 839,067.95	

ESCROW ACCTS

May 2, 2024

	TOTAL RECEIVED	TOTAL DISTRIBUTED	CURRENT BALANCE
MISC PROJECTS			
AA Endeavor LLC	\$ 15,000.00	\$ 13,516.50	\$ 1,483.50 Added June-2022
Schoenbauer (developer escrow)	\$ 50,000.00	\$ -	\$ 50,000.00 Added October-2023
ROAD PROJECTS			
Willow	\$ 224,094.94	\$ 240,628.79	\$ (16,533.85)
Raven Stream	\$ 132,428.89	\$ 439,060.60	\$ (306,631.71)
MarDen	\$ 14,705.00	\$ 76,301.67	\$ (61,596.67)
Koeper-Lucy-Mark	\$ 122,617.91	\$ 310,626.50	\$ (188,008.59) Created OCT-2022
West Cedar Lake	\$ 298,238.00	\$ 519,518.61	\$ (221,280.61)
POTENTIAL FOR ESCROW			
Soderlund (Recurring Beaver Issues)	\$	\$ 12,620.49	\$ (12,620.49)
Jaguar (Franchise Agreement)	\$	\$ 600.00	\$ (600.00) Ruppe Expense
ARPA Funds Tracking	\$ 196,270.90	\$ 174,332.94	\$ 21,937.96

CITY OF NEW PRAGUE
(Resolution No. _____)

HELENA TOWNSHIP
(Resolution No. 05152029)

**JOINT RESOLUTION OF
THE CITY OF NEW PRAGUE, MINNESOTA
AND
TOWN BOARD OF HELENA, SCOTT COUNTY, MINNESOTA
IN THE MATTER OF ORDERLY ANNEXATION
UNDER MINNESOTA STATUTES SECTION 414.0325**

WHEREAS, the Township of Helena (the "Township") and the City of New Prague (the "City") by joint resolution and agreement each dated June 19, 1978 (and amended on 12/20/2010) have established an orderly annexation area and the conditions for annexation within such area pursuant to Minnesota Statutes Section 414.0325; and

WHEREAS, all of Section 35, Township 113 North, Range 23 West is within the orderly annexation area; and

WHEREAS, the City and Township agree to provide for the immediate annexation of the proposed annexation area (as described in Exhibit A and hereinafter referred to as "Immediate Annexation Area") into the City pursuant to this resolution; and

WHEREAS, the parties find the Immediate Annexation Area is now or is about to become urban or suburban in character, is guided as future B-2 Community Commercial Zoning but is currently a single family home with a need to connect to municipal sanitary sewer due to a failing septic system, and is appropriate for orderly annexation immediately to allow the home to connect to city utilities; and

NOW THEREFORE IT IS JOINTLY RESOLVED by the City of New Prague, Minnesota and the Town of Helena, County of Scott, Minnesota:

1. **Conferring Jurisdiction.** Upon approval by the respective governing bodies of the City and Township, this Resolution shall confer jurisdiction upon the Chief Administrative Law Judge, as defined in Minnesota Statutes, section 414.011, subdivision 12 ("Chief Judge"), to accomplish the immediate annexation of the Immediate Annexation Area as provided in this Resolution.
2. **Review and Comment by the Chief Judge.** City and Township mutually agree and state that this Resolution sets forth all the conditions for annexation and that no consideration by the Chief Judge is necessary to accomplish the immediate annexation of the Immediate Annexation Area. Additionally, no alteration of the boundaries of the Immediate Annexation Area by the Chief Judge is appropriate. The Chief Judge may review and comment, but shall, within 30 days, order the annexation to the City of the property within the Immediate Annexation Area.

3. **Immediate Annexation.** The City and Town agree that all property within the Immediate Annexation Area, as described in Exhibit A and shown in Exhibit B and Exhibit C, shall immediately be annexed to the City pursuant to this Resolution. The Immediate Annexation Area consists of approximately 1.12 acres, the population is 1 and the current land use type is single family residential. The Immediate Annexation Area is now or about to become urban or suburban in character to allow the existing single family home to be annexed to allow it to connect to the City's sanitary sewer system due to a failing septic system and the city has sanitary sewer available at the NW property line, and the annexation would be in the best interest of the area.
4. **Tax Reimbursement.** Taxes payable to the Town in 2024 on the Property total \$389.84 and those taxes shall be paid to the Town. Pursuant to Minnesota Statutes, section 414.036, the City and the Town agree that upon annexation of the Property, the City shall reimburse the Town for additional property tax revenues according to the following schedule which is based on the 2024 taxes:
 1. 2024 taxes (100%) - \$389.84
 2. 2025 taxes (80%) - \$311.87
 3. 2026 taxes (60%) - \$233.90
 4. 2027 taxes (40%) - \$155.94
 5. 2028 taxes (20%) - \$77.97

For taxes payable in years 2024 through 2028, the City shall make a direct reimbursement payment to the Town no later than January 31 of each year and in accordance with the above schedule. There are no special assessments assigned by the Town to the Property, nor is there any debt incurred by the Town attributable to the Property. The City shall not be obligated to make any tax reimbursement payments for taxes payable in 2029 or thereafter, and all taxes collected shall be paid to the City.

5. **Effect of Annexation on Easements.** The City and Town agree, under Minnesota Statutes, section 414.039, that the Township's interest in all public easements annexed within the Immediate Annexation Area are transferred to and shall be held by the City.
6. **Complete Agreement.** This Resolution shall constitute the entire agreement between the City and Township with respect to immediate designation of the Immediate Annexation Area pursuant to Minnesota Statutes, section 414.0325 and shall amend, supersede and control over any other resolutions, agreements or understandings as may be needed in order to accomplish the annexation as provided herein. The exhibits attached hereto are incorporated in and made part of this Resolution.
7. **Filing.** That the City Administrator of the City is authorized and directed to submit this Resolution to the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings together with the applicable fees, which shall be paid by the City.

CITY OF NEW PRAGUE

The resolution offered by Council member _____ and moved for its adoption. Council member _____ seconded said resolution and upon roll call the following vote was recorded.

	Ayes	Nays
Jirik	_____	_____
Ryan	_____	_____
Bass	_____	_____
Wolf	_____	_____
Seiler	_____	_____

Thereupon Mayor Jirik declared said resolution adopted the ____ day of _____, 2024.

Duane J. Jirik
Mayor

Attest:

Joshua M. Tetzlaff
City Administrator

TOWN OF HELENA

The resolution offered by Board member John Wermeshtad and moved for its adoption. Board member Edward Pyles seconded said resolution and upon roll call the following vote was recorded.

Ayes	Nays
<u>1</u>	<u>0</u>
<u>1</u>	<u>0</u>
<u>N/A</u>	<u>N/A</u>

Thereupon Chairperson ^{Acting} Edward Pyles declared said resolution adopted the 15th day of May, 2024.

Edward Pyles
Chairperson

Attest:

Heather Taylor DuCharme
Clerk

EXHIBIT A

Legal Description of Proposed Annexation Area

All that part of the East Half of the East Half of the Southwest Quarter ($E\frac{1}{2}$ of $E\frac{1}{2}$ of $SW\frac{1}{4}$) of Section 35, Township 113 North, Range 23 West, Scott County, Minnesota, described as follows: Commencing at a point one hundred eighty-six and one-half ($186\frac{1}{2}$) feet west of the southeast corner of the Southwest Quarter ($SW\frac{1}{4}$) of Section Thirty-five (35), Township one hundred thirteen (113), Range Twenty-three (23), west, and running thence north three hundred seventy-five (375) feet, thence west one hundred thirty (130) feet, thence south three hundred seventy-five (375) feet, thence east one hundred thirty (130) feet to point of beginning.

Contains 1.12 acres of land.

EXHIBIT B

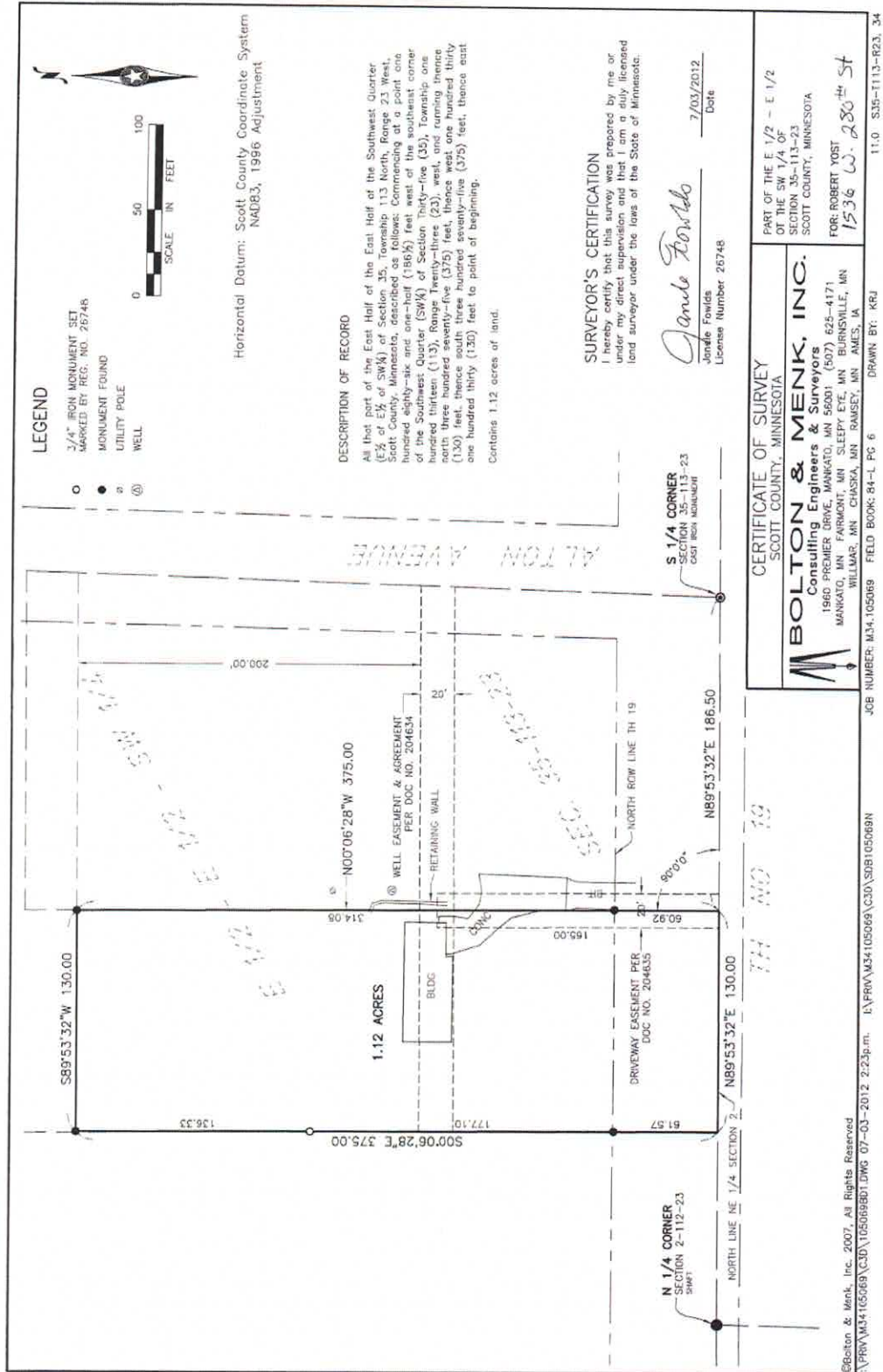
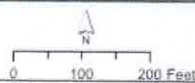


EXHIBIT C

Proposed Annexation Area - 1.12 Acres in E1/2 of E1/2 of SW1/4 of Sect. 35, T113, R23, Scott County, Minnesota.



Prepared by:
City of New Prague
Planning Department
Date: 5/3/24
For Reference Purposes Only.



Disclaimer: This map was prepared using data from the City of New Prague and the County of Scott. The City of New Prague and the County of Scott are not responsible for any errors or omissions on this map. The City of New Prague and the County of Scott are not responsible for any actions taken based on this map. The City of New Prague and the County of Scott are not responsible for any actions taken based on this map.



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HELENA TOWNSHIP BOARD
CC: HEATHER TAYOR DUCHARME, HELENA TOWNSHIP CLERK
FROM: KEN ONDICH, CITY OF NEW PRAGUE PLANNING / COMMUNITY
DEVELOPMENT DIRECTOR
SUBJECT: JOINT RESOLUTION ANNEXING A 1.12 ACRE LOT INTO NEW PRAGUE
CITY LIMITS DUE TO FAILING SEPTIC SYSTEM
DATE: 5/3/24

The City received a petition for annexation (see attached) from Robert Yost who resides at 1536 West 280th Street in Section 35 of Helena Township.

Mr. Yost's septic system is failing, and he would like to connect to the City's sanitary sewer system which is stubbed to this NW property corner. In order for the City to allow the connection to city utilities, the property must be annexed per City Code.

To complete the annexation process, a joint resolution for the annexation of 1.12 acres of land has been attached to this memo. The joint resolution follows the terms of the Orderly Annexation Agreement between the City and Township. New Prague planning staff would like to request this joint resolution be reviewed and acted upon at your next Township Board Meeting.

Should you have any questions regarding the annexation, or the joint resolution as drafted, please feel free to contact Ken Ondich at 952-758-1136 or via e-mail at kondich@ci.new-prague.mn.us. I look forward to working with you on this annexation.

PETITION FOR ANNEXATION

IN THE MATTER OF THE PETITION OF ALL OF THE OWNERS OF THE PROPERTY DESCRIBED HEREIN REQUESTING THE IMMEDIATE ANNEXATION INTO THE CITY OF NEW PRAGUE, MINNESOTA PURSUANT TO MINNESOTA STATUTES, SECTION 414.0325

TO: The City Council of the City of New Prague, Minnesota; the Town Board of Helena Township, Minnesota

It is hereby requested by all of the property owners ("Petitioners") to annex the following described property located within Helena Township ("Town") into the City of New Prague ("City"). The property proposed for annexation is legally described on the attached Exhibit A ("Property"). Additionally, the Petitioners hereby state as follows:

1. The Property is owned by the Petitioner, Robert T. Yost
2. The Property contains approximately 0.94 acres.
3. The Petitioners request that the City and Town, pursuant to Minnesota Statutes, section 414.0325, provide for the immediate annexation of the Property into the City.
4. The Property abuts the City's boundary and is not included within any other municipality.
5. The Petitioners hereby waive the notice requirements provided in Minnesota Statutes, section 414.0325, subdivision 1a regarding the potential for increased costs of electric utility services upon annexation.
6. The Petitioners request this annexation to better enable them to connect to City utilities.

PETITIONERS REQUEST: That the City and Town, pursuant to their existing orderly annexation agreement pursuant to Minnesota Statutes, section 414.0325, provide for the immediate annexation of the Property into the City.

Dated:

4/15/2024

Signature:

Robert T. Yost
Robert T. Yost