

Helena Township Board of Supervisors Regular Monthly Meeting

Minutes of November 4, 2021 | New Prague Fire Hall

Call to Order Regular Monthly Meeting was called to order by Chairman Deutsch at 6:40 PM.

Present: Chairman Duane Deutsch, Supervisor Ed Nytes, Treasurer Nathan Hutton, Supervisor John Wermerskirchen, Deputy Clerk Jody Deutsch, Road Overseer Jeff Haag and Clerk DeAnn Croatt. Also present: Ben Scheffler and Jeff Klehr.

Road Overseer Report

1. WCLD ditches are all done except for the brush which will be removed by Johnson, and the Zabke ditch, which will be monitored
2. Pine trees were trimmed
3. Juniper ice house remains; Clerk will contact the county's Code Compliance Officer
4. 270th east of Naylor is 675'; clerk will update the road mileage report
5. Another dead tree was removed from Indian Avenue; another tree was impacted and Haag is working with the landowner for removal
6. Is working with Scott County for chip sealing on Juniper in spring
7. Met with Sam and NW to repair a broken tile; project completed
8. The crack on Michelle was viewed; Haag will fill before freeze up

Minutes On a motion by Nytes/Wermerskirchen the October Regular Monthly Meeting and Workshop Minutes were approved as presented; carried unanimously.

FaithPoint Ben Scheffler was present to discuss the second driveway off 270th Street West. After the officers each viewed the driveway, and because the driveway was approved in the original plans, and because FaithPoint intends to upgrade and use this driveway in the near future, the board agreed to allow the driveway to remain, noting that the ditches must be mowed to ensure proper drainage. It was also noted that if there are drainage issues in the ditch, a culvert will be installed by the church; the area will be monitored. Seal coating will be done in the spring; two contractor names used by the township were provided to Scheffler.

The Letter of Credit was also discussed. On a motion by Deutsch/Nytes the Letter of Credit will be reduced from \$48,750.00 to \$13,000.00; carried unanimously. Clerk will work with First Bank and Trust of New Prague.

Old Business

WCLD

1. Clerk will certify the assessment roll to Scott County.
2. A letter confirming Substantial Completion was received from Hakanson Anderson
3. Hutton indicated that because over 50% of the residents paid their assessment in full upfront, the township will apply the total amount collected to the loan at First Bank & Trust.

Road Damage Clerk will contact GMG and Xcel Energy; both utilities damaged township roads during their utility installations. The estimate for each contractor is \$618.19 for two loads of gravel on 240th Street West (GMG) and 245th Street West (Xcel Energy).

New Business

Code Enforcement There are ongoing issues with code enforcement because of the back up in the court system. Citations are written but then they cannot be processed until the more serious crimes are processed. The campsite will be closing at the end of 2021.

5-Yr Road Study

- 2021 – WCLD is completed
- 2022 – MarDen Court Overlay; Clerk will initiate project discussion with Engineer Vistad
- 2023 – Juniper is completed
- 2024 – Lucy and Mark; Clerk will pull files from storage and bring to next meeting
- 2025 – Koeper reconstruction; Clerk will pull files from storage and bring to next meeting

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Sherriff's Report Nothing out of the ordinary except for a water rescue on Alton Avenue.

City Admin. Clerk provided a draft PPT for the December Work Shop with City Administrator Joshua Tetzlaff.

MMCD Metro Mosquito Control District provided a summary of activity in Helena Township. Data was reviewed.

- Building Permits**
1. Pole barn for Durant on 270th Street West
 2. Garden shed for Wermerskirchen on 220th Street West
 3. Gas line for Sacco on 255th Street West
 4. Bathroom remodel for Olson on 223rd Street West
 5. Fire damage repair for Schrock on Baseline Blvd.
 6. Roof for Durant on 260th Street West
 7. Roof for Branham on 270th Street West
 8. Roof for Hennen on 220th Street West
 9. New home for Drentlaw on WCLD
 10. New home by Paul Hanzel Homes
 11. New home for Hennes on 235th Street West
 12. Septic System replacement for Swaggert on Drexel Avenue

Other Business

Bills Paid On a motion by Nytes/Wermerskirchen checks # 6417 — 6424 were approved for payment noting 6416 was approved at the October Work Shop and noting one ACH for \$241.95 for checks; carried unanimously.

6417	\$	403.19	Bryan Rock Products, Inc.	Redrock for Indian Avenue
6418	\$	892.65	DeAnn Croatt	Reimbursement Prntr/Mlg/Web/ZOOM
6419	\$	49.60	Earl F. Andersen	Stop sign/bolts
6420	\$	2,046.80	Hakanson Anderson	WCLD
6421	\$	6,430.00	Klehr Grading & Excavating	Grading and hauling redrock on Indian
6422	\$	35.00	Lakers NP Sanitary	Drop off couch
6423	\$	954.00	MATIT	Worker's Compensation Insurance
6424	\$	25.00	Donald Rowe	Webmaster

Receipts New Receipts:

10/31/2021	\$	50.08	First Bank & Trust	Interest
10/31/2021	\$	197.92	Riverland Bank	Interest
10/1/2021	\$	6,000.00	Risan/Ha	WCLD Sp. Assmt.
10/2/2021	\$	6,000.00	Piazza	WCLD Sp. Assmt.
10/5/2021	\$	6,000.00	Dornseif	WCLD Sp. Assmt.
10/5/2021	\$	6,000.00	Holm	WCLD Sp. Assmt.
10/6/2021	\$	6,000.00	Busch	WCLD Sp. Assmt.
10/7/2021	\$	400.00	Paul Hanzel Homes	Driveway Permit
10/12/2021	\$	19.99	State of Minnesota	ORI
10/15/2021	\$	6,000.00	Bullock	WCLD Sp. Assmt.
10/16/2021	\$	6,000.00	O'Connell	WCLD Sp. Assmt.
10/18/2021	\$	6,000.00	Prestrud	WCLD Sp. Assmt.
10/19/2021	\$	3,000.00	Seim	WCLD Sp. Assmt.
10/21/2021	\$	6,000.00	Baker	WCLD Sp. Assmt.

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10/23/2021	\$	6,000.00	Wallerch	WCLD Sp. Assmt.
10/23/2021	\$	6,000.00	Nims	WCLD Sp. Assmt.
10/25/2021	\$	6,000.00	Wann	WCLD Sp. Assmt.
10/27/2021	\$	6,000.00	Carlberg	WCLD Sp. Assmt.
10/27/2021	\$	6,000.00	Smith	WCLD Sp. Assmt.
10/28/2021	\$	6,000.00	Hamer	WCLD Sp. Assmt.
10/28/2021	\$	3,000.00	Seim	WCLD Sp. Assmt.
10/28/2021	\$	6,000.00	Zabka	WCLD Sp. Assmt.
10/28/2021	\$	6,000.00	Zabka	WCLD Sp. Assmt.
10/29/2021	\$	4,430.63	State of Minnesota	Ag Credit

Treasurer's Report

Treasurer worked with the bank for an order of new checks.

A transfer of \$130k from checking to savings was authorized on a motion by Wermerskirchen/Deutsch; carried unanimously.

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

Meeting Time

After discussion it was the consensus to start regular monthly meetings 30 minutes earlier, from the current 7:00 PM to 6:30 PM. Clerk will update website, include the new time on the agendas, and will post the change.

Planning & Adjustment

There are two openings in District 1; one on the Planning Commission, and the other on the Board of Adjustment. Officers will ask for any interested persons to apply.

Lot Fees

Clerk researched neighboring lot fees and reviewed them with the board. After careful consideration, and on a motion by Nytes/Wermerskirchen the lot fees are set effectively at:

- \$3,000/lot on a non-township roadway
- \$8,000/lot on a township roadway

Carried unanimously.

Continuation

At 8:46 PM on a motion by Wermerskirchen/Deutsch the meeting was continued to the November 17, 2021 5:00 PM Work Shop; then to the Scott County Township Association Meeting November 17, 2021 at 7:00 PM at the Jackson Town Hall.

NOTE: Helena Township meetings have returned to in person. If you prefer to attend virtually, login/call in information available at www.helena-township.com on the Agenda/Minutes page. Unvaccinated people must wear masks; all attendees, officers and employees will Social Distance.

Duane Deutsch, Chairman

DeAnn Croatt, Clerk