

Township of Helena Board of Supervisors
Regular Monthly Meeting
New Prague Ambulance/Fire Hall • 7:30 PM • January 3, 2012
www.helena-township.com

Present:

Supervisor Duane Deutsch
Chairman Terry Maas
Supervisor Ed Nytes

Treasurer Pat Lambrecht
Road Overseer Darryl Perkins
Clerk DeAnn Croatt

Also Present: Jeff Klehr, Tom Johnson, and Adam Dresen

Chair Maas **called the Regular Monthly Meeting to order**; pledge of allegiance was said.

On a motion by Deutsch/Nytes the reading of the Minutes was suspended and the **Minutes** were approved as presented; carried unanimously.

The Public Hearing for Adam Dresen request to combine two lots and vacate the easement along the shared property line was opened on a motion by Deutsch/Nytes; carried unanimously. Dresen summarized his request and it was noted Township Engineer Halling worked with Township Attorney Ruppe to prepare the legal description of the easement vacation and prepare the documents needed by the Township of Helena. Clerk provided documentation of posting, publishing and mailing hearing notices. It was determined by Attorney Ruppe that easement vacation would not be detrimental to any governmental unit or any adjacent landowner. Noting no comments from the public and after further discussion, a motion to close the public hearing was offered by Nytes/Deutsch; carried unanimously. On a motion by Maas/Nytes Resolution 010312 "**Resolution and Order Approving Vacation of Easement**" was adopted; carried unanimously. Clerk was directed to submit required documents to Scott County for recording send Dresen a copy of all invoices paid by the township and determine the escrow balance for a refund to Dresen once all invoices are paid.

On a motion by Maas/Nytes Duane Deutsch was elected **Chairman** for 2012; carried unanimously.

IRS 2012 Standard Mileage Rate is \$0.555/mile.

Clear Horizons' revised quote was reviewed.

Treasurer Lambrecht distributed the **Treasurer's Report**. Carry over funds and interest earnings will be distributed into fund per 2011 levy percentage allotments. The Treasurer's Report was accepted on a motion by Maas/Nytes; carried unanimously. Clerk gave checks from the City of New Prague, State Bank and Patrick Fruth to Treasurer Lambrecht. Lambrecht provided salary totals to Clerk for the Worker Comp Audit.

Receipts from 2011 were:

11/16/2011	\$ 21,000.00	JRON	SSD
12/1/2011	\$136,395.79	Scott County	Tax Settlement
12/6/2011	\$ 2,500.00	Dresen	Escrow
12/30/2011	\$ 100.78	State Bank	Optima Interest
12/30/2011	\$ 1.21	State Bank	Interest

The payment of the following December 19, 2011 **bills (4813 – 4818) were approved** on a motion by Maas/Nytes; carried unanimously:

4813	\$	485.15	DeAnn Croatt	FICA Reimbursement
4814	\$	447.95	Duane Deutsch	FICA Reimbursement
4815	\$	427.80	Patricia Lambrecht	FICA Reimbursement
4816	\$	477.40	Terry Maas	FICA Reimbursement
4817	\$	271.25	Ed Nytes	FICA Reimbursement
4818	\$	238.16	Darryl Perkins	FICA Reimbursement

The payment of the following 2012 **bills (4819 – 4825) were approved** on a motion by Maas/Nytes; carried unanimously:

4819	\$	483.75	Couri & Ruppe PLLP	Dresen Easement Vacation
4820	\$	1,261.58	Art Johnson Trucking, Inc.	Plow Snow
4821	\$	191.10	Suel Printing Company	Dresen Easement Vacation
4822	\$	120.35	Southwest Newspapers	Dresen Easement Vacation
4823	\$	51.98	Bevcomm	SMBE SSD
4824	\$	409.15	Bryan Rock Products, Inc.	Washed Red Rock
4825	\$	1,975.70	Klehr Grading & Excavating Inc.	Blading township roads

Road Maintenance Report by Tom Johnson and Jeff Klehr and Road Overseer Perkins:

1. The sewer pipe on Pexa was marked with a green flag so Johnson doesn't damage it or his equipment
2. Snow was only plowed on bituminous surfaces for two snow falls and once on all township roads

Certificates of Insurance were received:

1. Knife River Corporation
2. Natural Systems Utilities MN LLC DBA EcoCheck

Notification of 2010 Bridge Inspection of Bridges 70J14, 70508, and L2929 was received; also 2010 Bridge Inspection of Bridge 96006.

Nytes summarized the **New Prague Rural Fire** meeting and updated the officers on activity. The New Prague Rural Fire Protection Association Board of Directors requested formal certification of Nytes' appointment to represent Helena Township on the Board of Directors. Clerk will submit required document.

Resolution 011312A "**Resolution to Offer Full Social Security Coverage to Eligible Helena Township Elected Officials**" was passed on a motion by Maas/Nytes; carried unanimously.

The **February Regular Monthly Meeting is moved to Wednesday February 1, 2012 at 7:00 PM.** Clerk will post and publish.

It is noted **Couri & Ruppe** formed new partnership; Treasurer will send separate 1099 Misc. forms.

Meeting was adjourned on a motion by Nytes/Deutsch; carried unanimously

2012 Meeting Schedule | 7:30 PM at 505 5th Avenue NW, New Prague unless otherwise stated below:

February 1, 2012 at 7:00 PM | February 28, 2012 for Annual Audit | March 6, 2012 | March 13, 2012 for the Annual Meeting at 8:00 PM | March 20, 2012 as an alternate date in the event of inclement weather for the Annual Meeting | April 3, 2012 | May 1, 2012 | June 5, 2012 | July 3, 2012 | August 7, 2012 | September 4, 2012 | October 2, 2012 | November 6, 2012 | November 16-17, 2012 for the Minnesota Association of Townships Annual Meeting | December 4, 2012

Respectfully Submitted by Clerk DeAnn Croatt

Chairman Duane Deutsch