

**Helena Township  
Board of Supervisors  
Meeting Minutes  
1/14/2026 | Scott County Government Center**

<b>Call to Order</b>	SEH called opened meeting for Alton Avenue Feasibility Study Project Kick-Off Meeting at 10:30 a.m.
<b>Present</b>	Representatives from SEH, Scott County, City of New Prague, and Helena Township (Edward Nytes, DeAnn Croatt, Heather M. Taylor DuCharme).
<b>Review of Project</b>	The representative from SEH moderated the meeting and discussion according to the attached Agenda.
<b>Adjournment</b>	The meeting ended at approximately 12 p.m. SEH planned to plan and send out a schedule for future meetings.

Respectfully submitted

Dated: 2-5-2026

  
Clerk

Approved

Dated: 2-5-24

  
Chairperson



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## AGENDA

Alton Avenue Feasibility Study Project Kick-Off Meeting  
January 14, 2026  
10:30 AM  
Scott County Government Center

Copies to: Attendees

- I. Introductions
- II. Project Background
  - A. Eastern Alignment Study and MOU
  - B. Surrounding Development Plans
  - C. Design Priorities
    - 1. Right of Way
    - 2. Design Speed
    - 3. Typical Section
- III. Scope of Work
  - A. Traffic Analysis
    - 1. Data Collection
      - a. 13 Hour TM Counts along Alton Avenue with:
        - (1) TH 19
        - (2) 7<sup>th</sup> Street NE
        - (3) W 270<sup>th</sup> Street
        - (4) CSAH 15 and W 270<sup>th</sup> Street
    - 2. Traffic Forecasts
      - a. Scott County Comp Plan
      - b. Travel Demand Model
    - 3. Trip Generation
    - 4. Trip Distribution
  - B. Desktop Wetland Delineation
  - C. Conceptual Design
    - 1. Up to 3 concept alignment alternatives
    - 2. Stormwater Treatment
      - a. Preliminary storm sewer layout and conveyance routing
      - b. Majority of project area drains to central low point, wetlands, and ditch/creek segments that discharges to sand creek
        - (1) Sand Creek is impaired for Benthic macroinvertebrates bioassessments; Chloride; Fish bioassessments; Nutrients; Turbidity
    - 3. City Utilities
      - a. Preliminary sanitary and water main layout
    - 4. Project Cost Estimates
    - 5. Funding Sources
      - a. MOU cost separation breakdown
    - 6. Survey

- a. LiDAR
- 7. Project Management
  - a. Design Check-in Meetings
  - b. Monthly PMT meetings
- 8. Schedule

IV. Additional Coordination

CMJ