

**Helena Township**  
**Board of Supervisors – Meeting Minutes**  
**9/16/2026 | New Prague Fire Hall**

**CALL TO ORDER.** Workshop meeting was called to order by Chairperson Wermerskirchen at 5 p.m. The Pledge of Allegiance was recited.

**PRESENT.** Chairperson John Wermerskirchen, Supervisor Edward Nytes, Supervisor DeAnn Croatt, Deputy Treasurer Patricia Peterson, Clerk Heather Taylor DuCharme, Deputy Clerk Kimberly Carlberg, and Road Overseer Jeff Haag. Not Present: Treasurer Nathan Hutton.

**MEETING DISCUSSION.**

1. Review of status of minutes for review and approval. Held over for next regular meeting.
2. Road Overseer:
  - a. Gravel on property off of Naylor graded and grass no longer present down center.
  - b. A post was damaged by a car on 270<sup>th</sup> and Alton. Scott County assisted Haag with installation of short post and repairing a sign there and on 270<sup>th</sup>/CR11. All signs are repaired now.
  - c. Haag talked to Scott County about mailbox post availability. Scott County advised him of at least one additional vendor that does have them in stock regularly. Randy Mallard said he can assist with installation if regular vendor is unavailable or does not have posts.
  - d. Discussion of Scott County process for sign repair/replacement, mailbox post installation, and subcontracting Scott County for assistance in the future if/when necessary.
  - e. Status of receipt of ditch quotes from TJ Deutsch and work completion. Supervisors approved ditch work up to \$1,000 prior to road review so the work can be assessed.
  - f. Property owner on 240<sup>th</sup> called regarding additional grading. Haag called Doug Johnson and it was completed.
3. Treasurer/Deputy Treasurer:
  - a. Discussion of PERA email received by Croatt. Forwarded emails were not received by Peterson or Taylor DuCharme. Croatt to reforward for discussion when Hutton returns.
  - b. Update on playground equipment and additional discussion, including asking for donations from nearby community groups, new versus used costs and quality, installation, picnic table, cost for base, signage, color options and costs, and update of donation pledged by New Prague Fire Relief Association.
4. Clerk/Deputy Clerk:
  - a. Election supply ordering update, including coffee maker and sandwich board sign.
  - b. Discussion of adding Sheriff's scholarship to website.
  - c. Review of community tree planting email received.
  - d. Update on notices posted.
  - e. Status of Jordan Fire invoices sent and payments. On motion by Croatt/ Nytes, Jordan Fire invoice approved for removal from collections process due to inability to obtain an accurate mailing address; carried unanimously.
5. Supervisors:
  - a. Croatt and Nytes provided an update from the MAT L&R conference and office tour. Discussion of who

is available to testify for township issues at the request of MAT.

- b. Croatt received a call from Jack Stashey (who had spoken to Father Theisen). The Archdiocese of St. Paul and Minneapolis is considering selling the house on the property and may also consider selling off the ballfield as well. The ballfield is approximately 2.5 acres and may be in a flood plain.
- c. Croatt discussion of Water Management Office email about local government unit cost sharing. Questions about whether Silver Maple Bay pond scraping project would fall under this option. Wermerskirchen advised that Scott County had already told him it would not.
- d. Discussion of MAT annual conference scheduling/booking, fall road review planning, and posting for quorum.
- e. Croatt advised that MAT is looking for township fun facts. Croatt will provide some to MAT.
- f. Recap discussion of 9/3/2026 public hearing, including discuss of curbs and mailbox posts.
- g. Wermerskirchen asked about the letter by Bob Ruppe to a property owner regarding Vermont Avenue. Taylor DuCharme confirmed it had been revised as requested by Croatt (no revision requests by anyone else) and sent by Ruppe.
- h. Wermerskirchen provided updates on Scott County Board of Commissioners discussions on data centers.

6. Other:

- a. Review of 2027 road improvement project dates and deadlines.
- b. Discussion of planning for review of proposed employee handbook drafted by Ruppe's office.

**MOTION TO ADJOURN/CONTINUE.** At 6:20 p.m. on motion by Croatt/ Nytes, adjourned; carried unanimously.

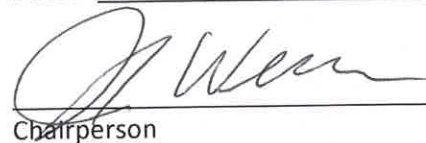
Respectfully submitted

Approved

Dated: 10-8-26

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Clerk

  
Chairperson