Helena Township
Board of Supervisors – Meeting Minutes
9/3/2026 | New Prague Fire Hall

CALL TO ORDER. Public hearing was called to order and opened by Chairperson Wermerskirchen at 6:30 p.m. The Pledge of Allegiance was recited.

PRESENT. Chairperson John Wermerskirchen, Supervisor Edward Nytes, Supervisor DeAnn Croatt, Treasurer Nathan Hutton, Deputy Treasurer Patricia Peterson, Clerk Heather Taylor DuCharme, Deputy Clerk Kimberly Carlberg, and Road Overseer Jeff Haag were present. Also present were Town Engineer Andrew Vistad, Town Attorney Robert Ruppe, and property owners: Larry Vollmar, Cindy Vollmar, Steve Sigford, Greg White, Jeannete White, Matt Henning, Kim Henning, Barry Marchart, Juston Lano, and Peggy Heitkamp.

1. Ruppe introduced himself and provided an explanation of the purpose of the hearing.

2. Vistad, Board members, and the public all introduced themselves one at a time.

3. The property owners presented questions about the following, which were answered by Board members, Ruppe, and Vistad:
   a. age of the paved roads,
   b. the streets being grouped into one project,
   c. bidding process,
   d. flexibility of time table once project is started,
   e. second engineer opinions on road conditions and need for projects,
   f. chip sealing and rubber as alternatives to the proposed project,
   g. mailboxes and objections to replacing existing non-swing away posts with swing away posts,
   h. communication regarding future meetings, timing, notices, and project scheduling,
   i. where previous meeting minutes are located,
   j. the cost sharing between the Township and property owners (50% versus 20%),
   k. shouldering and taper milling on Hunters Ridge,
   l. placement of property owner sprinkler heads and systems in the Township ROW and shouldering.,
   m. the number of lots impacted on each street,
   n. milling and tapering to concrete, paved, and gravel driveways, and
   o. landscaping in the Township right of way.

4. Vistad, Ruppe, and the Board provided information regarding and answers to questions, including regarding:
   a. the 5-Year Road Maintenance and Capital Improvement Plan,
   b. PCI ratings,
   c. research on road conditions and when completing repairs and maintenance is most cost effective,
   d. the economy of scale,
   e. changes in costs,
   f. safety issues and Township mailbox post policy,
   g. where to find meeting minutes and the Township website,
   h. previous plans and specs and necessity for shouldering,
   i. property owner responsibility for damage to property placed or left in the ROW during construction, and
   j. tapering to driveways but not tapering where not needed to improve structural integrity.

5. On motion by Wermerskirchen/Croatt, public comment period of the meeting closed; carried unanimously.

6. Supervisors discussed public comments and questions, hearing, and project. On motion by Wermerskirchen/Croatt, Resolution 09032026A - Declaring the Official Intent of Helena Township to Reimburse Certain Expenditures from the Proceeds of Improvement approved as presented; carried unanimously. On motion by Croatt/Nytes, Resolution 0932026B - Resolution Ordering Improvements for the 2027 Road Improvement Project approved as presented; carried unanimously.

MOTION TO ADJOURN AND CLOSE MEETING/HEARING. At 8:15 p.m. on motion by Nytes/Croatt, meeting adjourned; carried unanimously.

Respectfully submitted

Dated: 10/8/26

Clerk

Approved

Dated: 10-8-26

~~Chair~~person

2027 OVERLAY IMPROVEMENT PROJECT

SILVER MAPLE DRIVE, MAPLE COURT, & HUNTER RIDGE CIRCLE

SEPTEMBER 3, 2026
PUBLIC INFORMATION HEARING

Presented By:
Andrew Vistad, P.E. Town Engineer

PROJECT LOCATION

PROJECT LOCATION

BACKGROUND

- Project is located in Helena Township
- There is not enough money levied to fully fund major improvement projects
- This project is programmed into the Town's Capital Improvement Program in 2027

EXISTING CONDITIONS

- Pavement is overall in fair condition for its age
- Pavement exhibits some transverse cracking and minor block cracking
- Some patching is needed
- Catch basins are experiencing frost heaving and settling
- Some segments of the curb and gutter have settled
- Strategic overlay timing to extend pavement life, add strength, and delay more expensive repairs in the future

EXISTING CONDITIONS SILVER MAPLE

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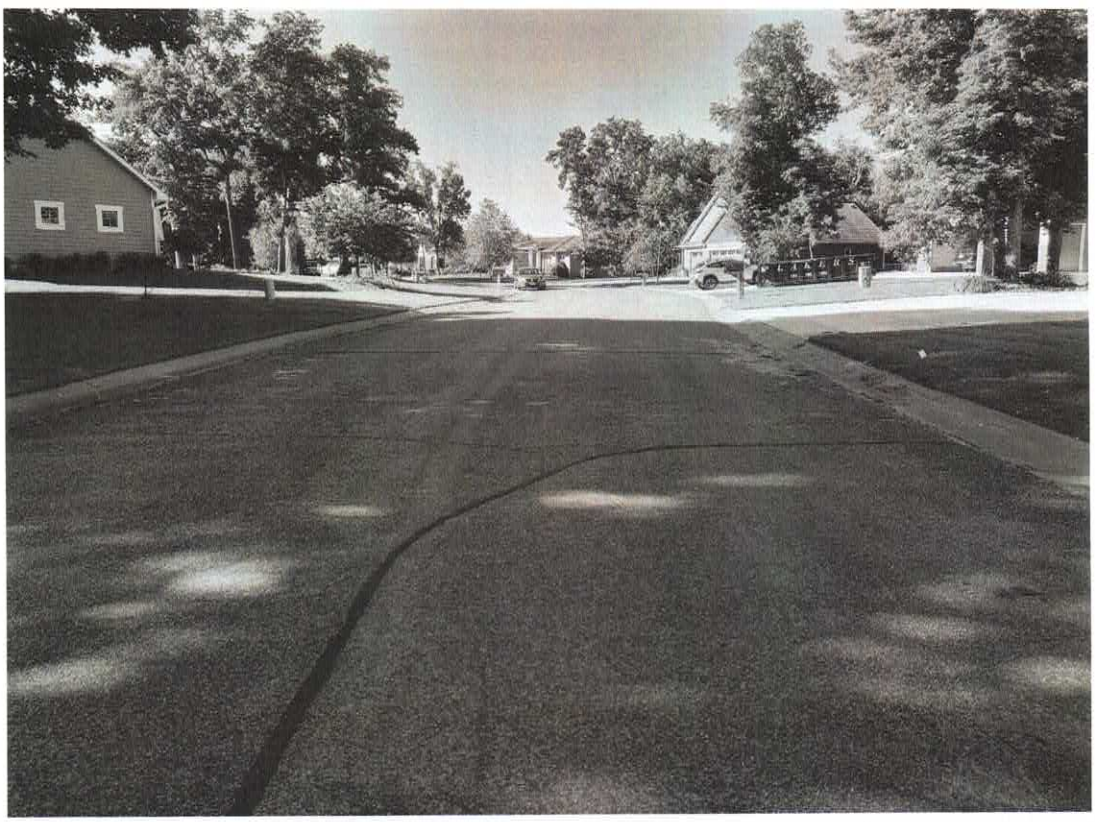

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PAVEMENT MANAGEMENT EXPLAINED

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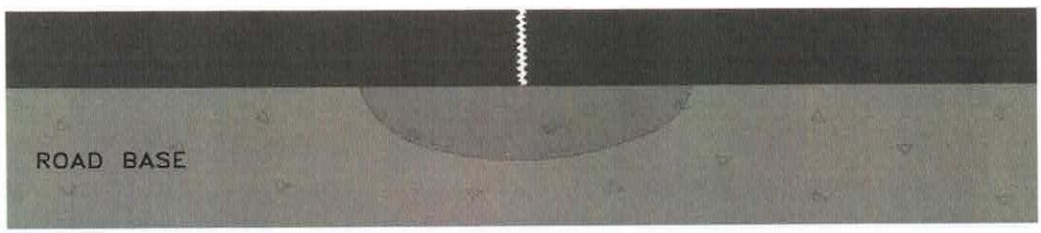

Hakanson
Anderson
Assoc.,Inc.

EXHIBIT

SATURATED BASE
DUE TO UNFILLED CRACK

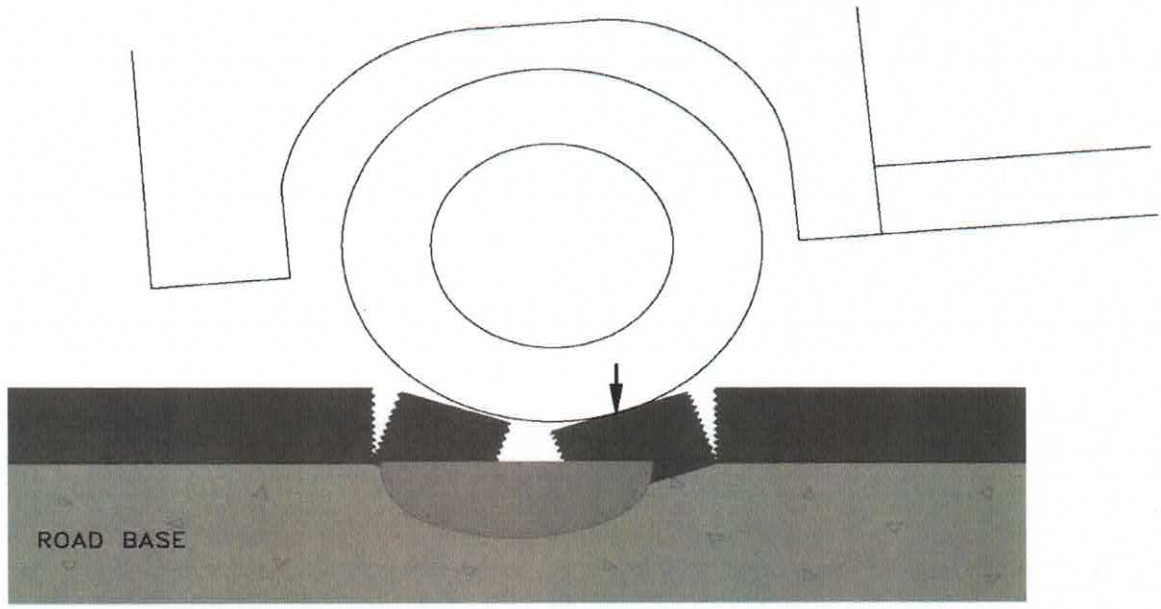

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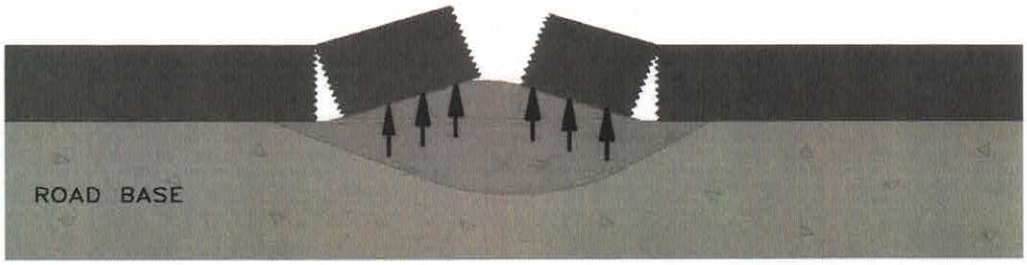
EXHIBIT

LOSS OF STABILITY DUE TO SATURATED BASE



* FREEZING WATER INCREASES IN VOLUME BY 9%

Hakanson
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Assoc.,Inc.

EXHIBIT

EFFECTS OF FROST IN SATURATED BASE

PAVEMENT RESEARCH

- A significant amount of money is spent on our State Highway system every year ~ $2.5 B
- MnDOT designates 0.5% of the total allocation each year on research to ensure the construction money is well spent
- **Typically budget is ~ $3M - $4M annually on research**

PAVEMENT RESEARCH

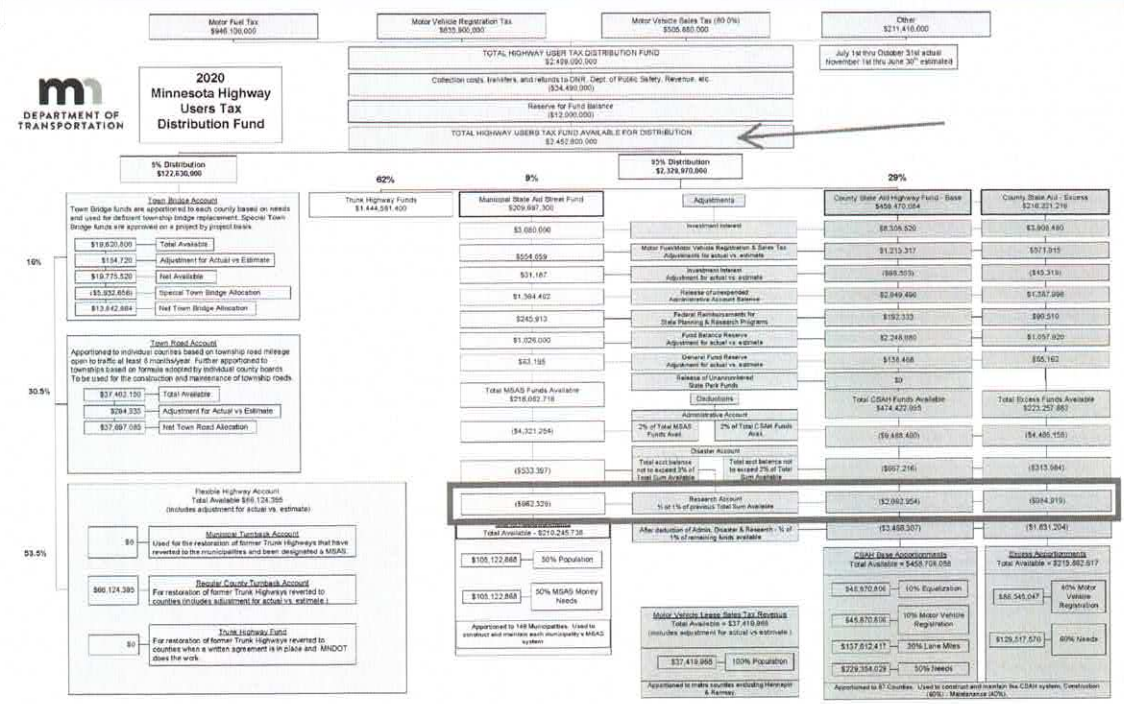
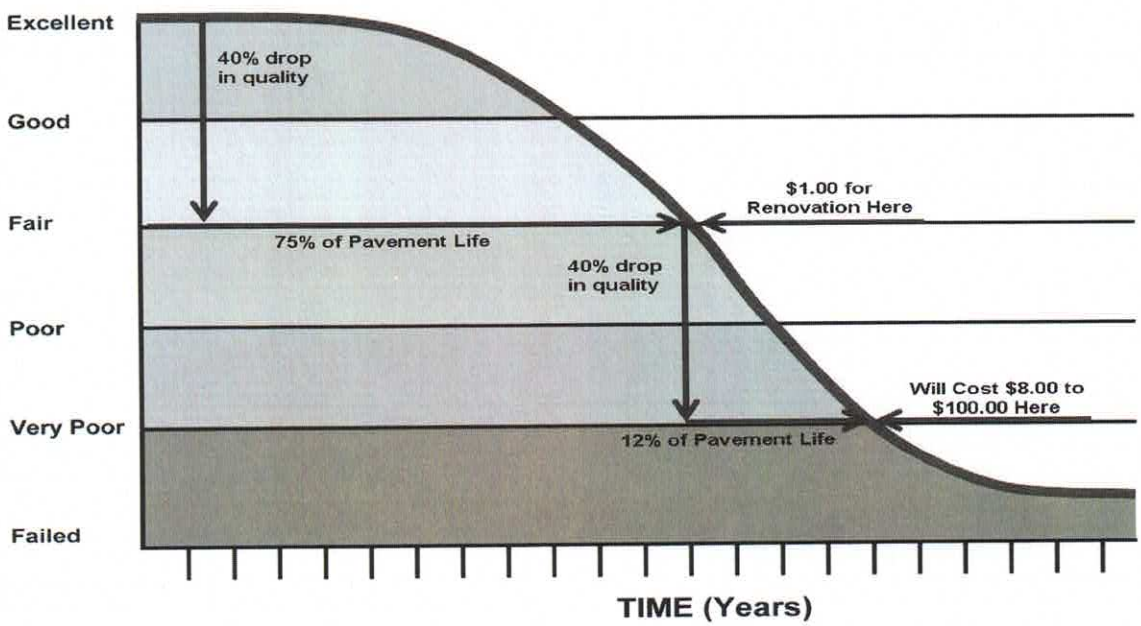
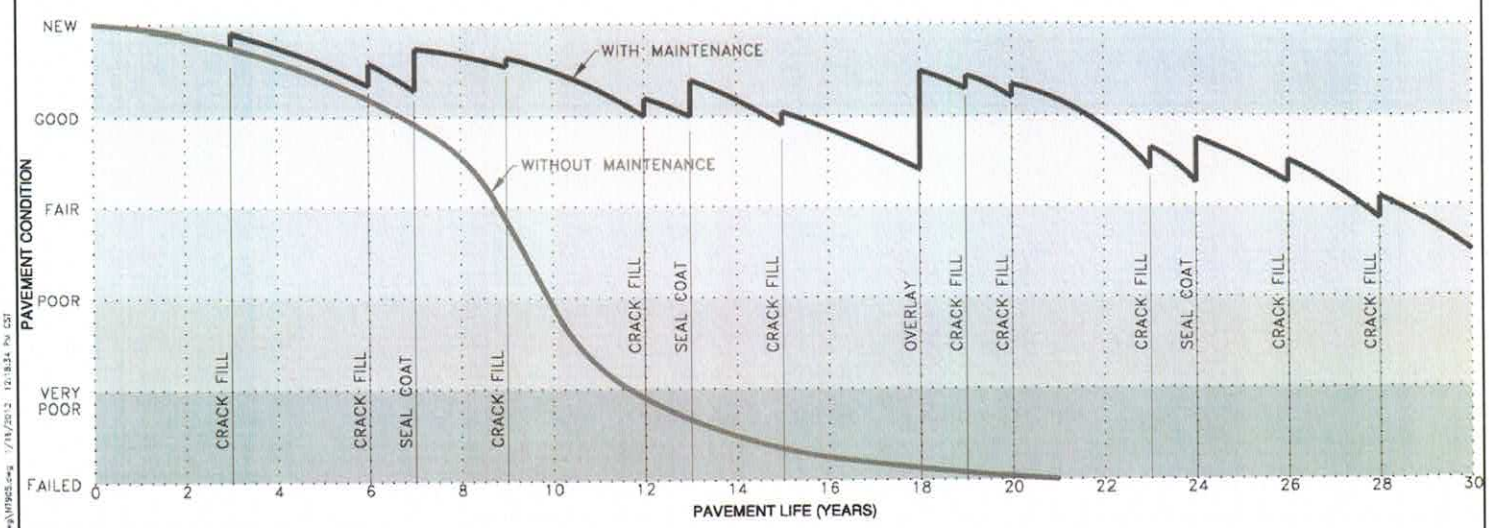


Figure 1
Typical Pavement Deterioration Curve



TYPICAL PAVEMENT DETERIORATION CURVE WITH SCHEDULED MAINTENANCE



Hakanson Anderson

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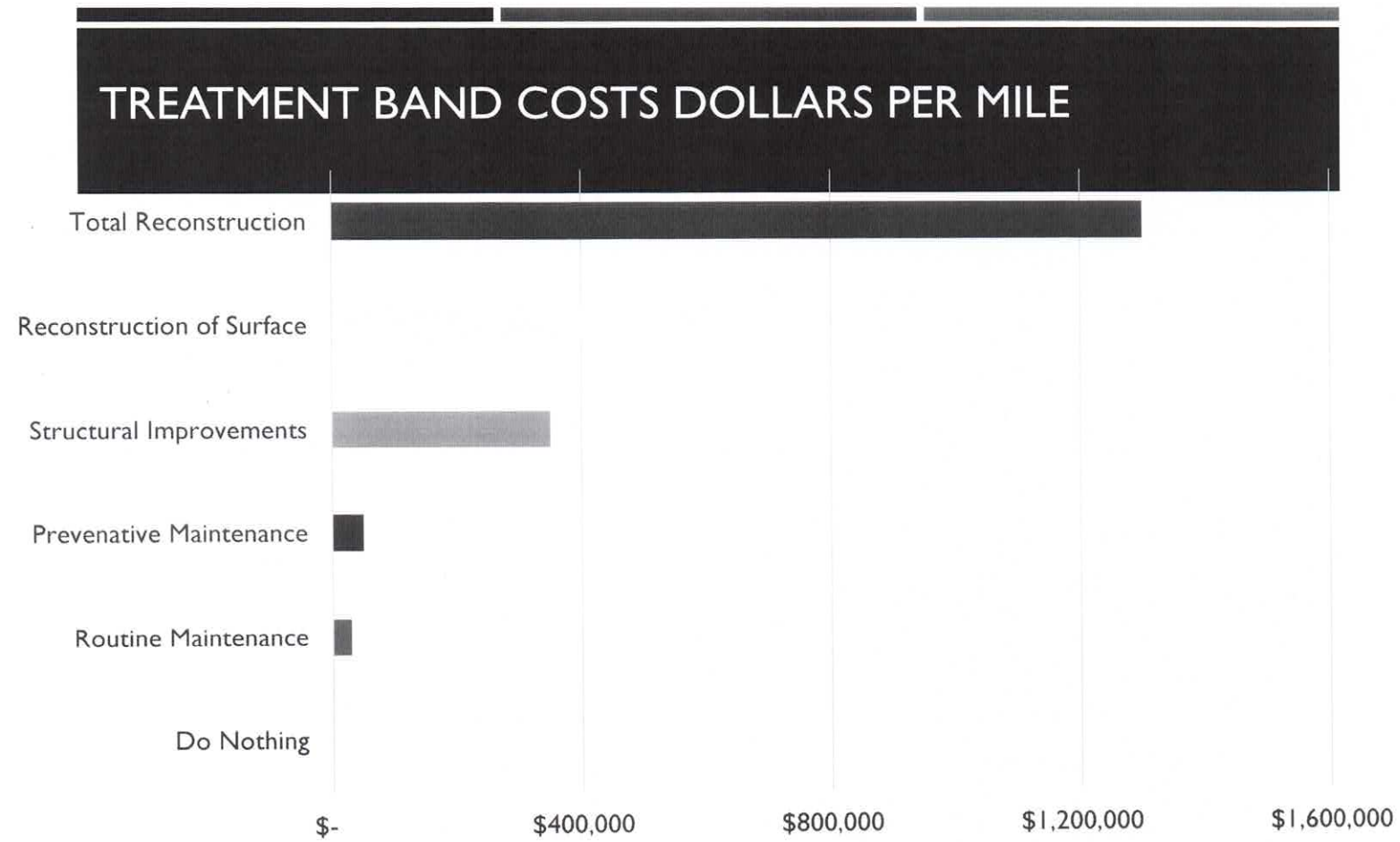
TREATMENT BAND COSTS DOLLARS PER MILE



PROPOSED IMPROVEMENTS: CURB & GUTTER

- Taper mill along curb and gutter (7' wide 1.5" deep)
- Reconstruct failed catch basins
- Replace failed curb and gutter
- Construct Bituminous Overlay – 1.5" Thick
  - Adds Structural Strength
  - Improved Ride
  - Extends Service Life
  - Lower Life Cycle Costs

PROPOSED IMPROVEMENTS: DITCHES

- Milling at ends of driveways on rural sections
- Construct Bituminous Overlay – 1.5" Thick
  - Adds Structural Strength
  - Improved Ride
  - Extends Service Life
  - Lower Life Cycle Costs
- Aggregate shouldering Material along pavement edge

PROPOSED IMPROVEMENTS: NOTES

- Pavement cracking is a result of thermal expansion. All pavement will experience cracking.
- Crack filling followed by sealcoating is scheduled to be completed in the 2 years following.
- Mailbox supports will be replaced with swing away style support
  - Standard across Scott County Rural Roadways
  - Contractor to dispose of existing post
  - Resident may request post to be saved

ESTIMATED PROJECT COSTS

- Engineer's Estimate is $344,500

Pexa Drive
Redwing Avenue
Silver Maple Drive
Maple Court
Willow Court
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53
52
51
50
Hunter Ridge Circle
39
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49
Delmar Avenue
41
48
42
47
43
46
44
45
225th Street West

ASSESSMENTS

- Per Unit Assessment Method
- 53 Direct Benefitting Properties
- Town pays 50% of Project Cost
- Direct Access Assessment = $3,250/ Unit
- Pay in full up front, no interest
- Amortized over time, typically 10 years on property taxes
- Interest is market rate plus 2%
- Interest begins when applied to property taxes

September 3, 2026	Public Improvement Hearing
September, 2026	Town Board orders Plans and Specifications
February 2027	Town Board approves Plans and Specifications Authorizes Advertisement for Bids
February 2027	Advertise for Bids
March 2027	Bid Opening
March - April 2027	Assessment Hearing
April 2027	Town Board approves Bids and awards Contract
Summer 2027	Construction Starts
September 2027	Substantial Completion

ALTERNATIVES – DELAY THE PROJECT

- More potholes and decreased level of service
- Condition would deteriorate until more expensive repair is required
- Town is not willing to continually invest in temporary patching
- Town's contribution will decrease (20% vs. 50%)

QUESTIONS / COMMENTS

Please be recognized by the Chair,
state your name and address for the record