

Minutes of the Annual Meeting of Residents of Avon Township Stearns County, MN

March 14, 2017

Avon Town Hall – 16681 Queens Road, Avon MN 56310

Call to Order: Clerk Stephen Saupe called to order the Annual Meeting of Avon Township at about 8:55 PM.

Pledge: The Pledge of Allegiance was recited.

Introductions: Township Board members and staff were introduced. Approximately 40 residents were in attendance.

Nomination and Election of Moderator: Mr. Ken Mergen nominated Mr. Lee Larkey for moderator. Mr. Eric Linn second. All in favor. Motion carried. Mr. Larkey was unanimously elected as moderator.

Election Results: Mike Linn was elected to a three-year term (2017 – 2020) as Supervisor and Kelly Martini was elected to a two-year term (2017 – 2019) as Treasurer.

Approval of Agenda: Mr. Lee Larkey suggested moving the Fire Report after the reading of the minutes. The amended agenda was unanimously approved.

Minutes: Clerk Saupe read the minutes from the 2016 Annual Meeting. Mr. Eric Linn moved to approve the minutes. Mr. Will Huston second. All in favor. Motion carried.

Board of Audit Report: Clerk Saupe read the Board of Audit report. Mr. Stanley Streit moved to approve the Audit Board report. Ms. Kelly Martini second. All in favor. Motion carried.

Fire Department Report: Fire Chief Joel Richter and Assistant Fire Chief Adam Pogatschnik presented the Fire Department Report. They reported that during the past year the department responded to 46 medical and 11 fire calls in the Township (compared to 17 medical/6 fire in Collegetown Township; 46 medical/12 fire in the City). There were also 27 Interstate (19 medical/8 fire) and 6 mutual aid calls. In total, there were a total of 170 calls (second highest) requiring 2,250 total hours. This reported time doesn't include the time firefighters spent training, in meetings, taking phone calls, doing paperwork and so on. There were three major fundraisers (Blattner Golf Outing, Spunk Days raffle, calendar sales). All equipment is paid for; the department has no loans. The departmental goal is 25 fully trained firefighters. Two firefighters have over 23 years of service. The Department will continue to apply for grants. The Chief and Deputy Chief were thanked for their service. Mr. Eric Linn moved to approve the Fire Report. Mr. Dean Martini second. All in favor. Motion carried.

Planning Commission Report: Planning Commission Chair, Mr. Will Huston, presented the Planning Commission report. Among the items that were brought before the Planning Commission were: an Interim Use Permit (IUP) for the Knife River bituminous plant on Co Rd 155; three Conditional Use Permits (CUP) for Conventional subdivisions in the Avon Hills Overlay District; CUP for the Saint John's Solar Garden Project; two land splits, one of which went through; variances for a new garage and an addition in shoreland; eight driveway permits; and a couple of Certificates of Compliance. Stearns County will now be requiring septic inspections for all variances or certificates of compliance in

shoreland, areas. Mr. Mark Casey moved to approve the Planning Commission Report. Mr. Mike Linn second. All in favor. Motion carried.

Joint Planning Board Report: Mr. Ken Mergen presented the Joint Planning Board report. He and Mr. Richard Bresnahan are the Town representatives to the board. The next meeting is scheduled for April 10th. There has not been much business lately. When asked about the role of the Joint Planning Board, Mr. Mergen said that it was to oversee decisions in the designated growth areas adjacent to the City. Residents expressed a desire to maintain a healthy working relationship with the City. Mr. Will Huston moved to approve the report. Mr. Dean Martini second. All in favor. Motion carried.

Road Report: Supervisor John Merdan presented the Road Report (appended). Two roads were tarred (325th & 165th). Roads in need were rubberized and preventive maintenance was continued. We've used only used about half of our salt-sand mix for this year. There is a summary document of all roadwork done during the year. Mr. Eric Linn stated that there are large trees along Upper Spunk Lake Road that are hazards and need to come down. Mr. Merdan stated that they would be checked during the upcoming road inspection and that trees over 6 inches in diameter require resident approval for removal. Mr. Linn stated that that the Town minutes do not include adequate details. Mr. Stephen Saupe disagreed and also stated that the primary role of minutes is to reflect decisions. Mr. Eric Linn moved to approve the Road Report. Mr. Sam Linn second. All in favor. Motion carried.

Appropriation of Township Budget for 2018: A few years remain to pay off the bond on the building. The proposed budget for 2018 was presented (appended). The Supervisors recommend a 2018 levy of \$424,100, which is the same as the past several years. Mr. Ken Mergen moved to approve the Town budget for 2018. Mr. Joe Koopmeiners second. All in favor. Motion carried.

Levy Approval for 2018: Ms. Kelly Martini moved to approve a General Revenue levy of \$162,000 for 2018. Mr. Mark Casey second. All in favor. Motion carried. Mr. Paul Buttweiler moved to approve a Road & Bridge levy of \$196,100 for 2018. Mr. Mike Linn second. All in favor. Motion carried. Mr. Ken Mergen moved to approve a Fire Fund levy of \$63,000 for 2018. Mr. Dean Martini second. All in favor. Motion carried. Mr. Mark Casey moved to approve a Capital Reserve levy of \$3,000 for 2018. Mr. Dean Martini second. All in favor. Motion carried. Ms. Kelly Martini moved to approve a Total levy for 2018 of \$424,100. Mr. Sam Linn second. All in favor. Motion carried.

Official Posting Places & Newspaper: Ms. Kelly Martini moved that the Township Hall, *Dahlin's* and *The Store* be the legal posting places. Ms. Mary Streit second. All in favor. Motion carried. Ms. Kelly Martini moved that the *Albany Enterprise* be the legal newspaper for the Town. Mr. Mike Linn second. All in favor. Motion carried.

Poll Hours & Annual Meeting: Mr. Eric Linn moved to hold the 2018 Annual Town Election at the Avon Township Hall on the second Tuesday of March from 2:00 – 8:00 PM and the Annual Meeting on the same day at 8:30 PM. Mr. Ken Mergen second. All in favor. Motion carried.

Memorials & Awards Funding – Mr. Mark Casey moved to allow the Supervisors to spend a maximum of \$250 on awards, memorials and recognition. Mr. Will Huston second. Motion carried. All in favor.

Web Site: Mr. Stephen Saupe reported that the Town website was hacked several months ago. He's been working on fixing it. We switched internet carriers twice because the companies were either unavailable or unwilling to help. We are optimistic that it will be soon up and running. Volunteers to help with the web site were solicited. Mr. Eric Linn moved to approve the web site report. Ms. Kelly Martini second. All in favor. Motion carried.

Comments: Mr. Eric Linn suggested that there should be a report from the Town Maintenance person at the Annual Meeting.

Adjournment: Mr. Eric Linn moved to adjourn the meeting at approximately 10:00 PM. Mr. Ken Mergen second. All in favor. Motion carried.

Respectfully submitted,
Stephen G. Saupe, Clerk

Clerk signature: _____ date: _____

Moderator Signature

Lee Larkey, Moderator

date: _____

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AVON TOWNSHIP ROAD REPORT

MARCH 14, 2017

We tarred 325th and 165th this year. We rubberized all roads that needed it. We continue do preventive maintenance on our roads when needed.

We continue to cut trees in the right of way, do our own spraying and also some shouldering.

Due to lack of snow we are having a good year for snow plowing. Our salt shed is still close to half full.

Road inspection will be on April 22, 2017 and anyone can come along with us.

Respectfully submitted,
John Merdan, Supervisor

Avon Township Proposed Budget – Year 2018			
	2018		
	Expense	Income	Levy Amount
GENERAL REVENUE			
Payroll - including meeting wages, monthly stipends, PERA, Medicare, IRS, MN Revenue	38,000		
Office - printers, furniture, expendable supplies, postage	1,200		
Mileage	1,500		
Elections - judge stipends, machine maintenance, County admin. fees	5,000		
Financial - County assessments, Truth-in-taxation, safe deposit box, bank fees, consultant fees	14,600		
Insurance - MAT Workers Comp; building, vehicles	7,000		
Township Administration - MAT Dues, workshops, conferences	2,500		
Legal - Notices	2,000		
Legal - Attorney fees	3,000		
Utilities - electric, internet, propane, septic	7,500		
Utilities - compost site; garbage; sanitation	1,200		
Town Hall (Financial) - Facility debt payment; land tax	77,000		
Town Hall (Maintenance) - landscaping, windows, cleaning supplies	250		
Town Hall - including awards, celebrations, memorials, meetings	250		
Miscellaneous	6,000		
Receipts (Permits & Fees) - CUP; IUP; Variances; Cert of Compliance; Plat signing; Alcoholic beverages license; Driveway; Noise		2,000	
Receipts (Services) - Special assessment searches		500	
Receipts: Royalties (i.e., Midcontinent Cable)		2,500	
Total	167,000	5,000	162,000
ROAD & BRIDGE			
Payroll – maintenance worker & plow drivers including PERA, Medicare, IRS, MN Revenue	48,000		
Roads - Reconstruction & improvements	129,700		
Roads - maintenance & repair; crack filling	18,000		
Fuel, oil	4,000		
Truck maintenance & registrations	14,000		
Salt sand	10,000		
Shop Materials	1,200		
Mowing - tractor rental, equipment purchase	1,800		
Weed control - chemicals, spray equipment	500		
Animal Control	100		
Signs	800		
Receipts (County) - Gas & gravel tax		32,000	
Total	228,100	32,000	196,100
FIRE			
Fire protection fees	63,000		
Total	63,000	0	63,000
CAPITAL IMPROVEMENT			
Capital fund - including voting machines			
Total	0	0	3,000
Grand Total	458,100	37,000	424,100