

2018 AVON TOWNSHIP ANNUAL MEETING

March 13, 2018; 8:30 PM

Avon Town Hall, 16881 Queens Road, Avon; <http://avontownship.org>

Welcome to the 2018 Avon Township Annual Meeting. Everyone present is encouraged to take part in the meeting. ***Only residents of Avon Township are permitted to make motions or vote at this meeting.*** For the record, please state your name prior to making a comment, proposing a motion, etc. The current township officials are:

Township Board of Supervisors

Will Huston, Chairman
Mike Linn
Kelly Martini, Treasurer
John Merdan
Stephen Saupe, Clerk

Planning Commission

LeRoy Gondringer, Chair
Ken Mergen
Stephen Saupe

Meetings of the Avon Township Board of Supervisors are held the first Wednesday of every month and the Planning Commission meetings are held the last Wednesday of every month. Both meetings start at 7:00 PM and are held in our Town Hall. The Avon Township website (*see URL above*) provides copies of minutes, forms, and assorted information related to Town business. Paul Buttweiler and Marion Gondringer serve as Deputy Treasurer and Deputy Clerk, respectively.

Annual Meeting Agenda

1. Call to Order & Pledge of Allegiance
2. Introduction of Township and Planning Commission members present
3. Nomination and election of meeting moderator
4. Announcement of Election Results – *Moderator*
5. Announce, Amend & Approve the Agenda – *Moderator*
6. Avon Fire Department report – *Joel Richter, Avon Fire Chief*
7. Reading/approval of the Minutes of the March 2017 Avon Township Annual Meeting
8. Reading of the 2018 Board of Audit report
9. Road Report – *John Merdan, Supervisor*
10. Township budget for 2019 (General Revenue - \$156,000; Road & Bridge – \$196,100; Fire Fund - \$70,000; Capital Reserve - \$2,000; Total - \$424,100)
11. Approval of Levy for 2019: Motion to approve General Revenue Levy; Motion to approve Road & Bridge Levy; Motion to approve Fire Fund Levy; Motion to approve Capital Reserve Levy; Motion to approve Total Levy.
12. Planning Commission report & current opening
13. Joint Powers Board report
14. Bike races on Town Roads
15. Motion to authorize pressurized flexible force mains in the road right-of-way (Minn Statute 160.27)
16. Decision on legal posting places (currently the Avon Township Hall, *The Store, Dahlin's*)
17. Decision on legal newspaper (currently *Albany/Avon Enterprise*)
18. Decision on poll hours (*currently 2 – 8:00 PM*), and location and time for the 2018 Annual Meeting (*currently the Town Hall, 8:30 PM*)
19. Decision on an amount (*currently \$250*) to spend on Town memorials, awards, community celebrations (*including Annual Meeting refreshments*), and recognition
20. Web site comments
21. Comments/Motions from the assembly; future annual meeting topics
22. Announcements
23. Adjournment

Thank you for attending the annual meeting. Mark your calendar for next year – Tuesday, March 12, 2019!

**Township of Avon
County of Stearns | State of Minnesota**

Audit Board Report for 2018

The Board of Supervisors for the Town of Avon met on February 8, 2018 in their capacity as the annual Board of Audit as required by State Law. All claims submitted to the Town during 2017 were brought before the Board of Supervisors. The Supervisors divided up roles to ensure different people were involved with the different parts of this internal audit review. One claim each month was randomly selected and examined in detail. A listing of the specific claims examined in the audit accompanies the Audit Board Minutes. A listing of all claims against the Township accompanies the monthly Clerk minutes. No discrepancies were found. No claims were denied for payment. The financial records (year-end cash control statement & bank account summary) maintained separately and independently by the Treasurer and Clerk (Deputy Clerk) were found to be identical. As a result of this audit, no discrepancies were found. The Supervisors approved the audit of the claims and financial records.

The year-end cash control statement for the Township as of December 31, 2017 is given below:

Avon Township Year End Cash Control Statement – 2017				
	Beginning Balance (\$)	Receipts (\$)	Disbursements (\$)	Ending Balance (\$)
General Revenue	105,322.63	176,544.66	157,333.09	124,534.20
Road & Bridge	35,876.00	240,050.66	98,150.20	177,776.46
Road Damage Deposit	2,050.00	800.00	1,400.00	1,450.00
Fire	8,697.14	67,365.88	68,704.00	7,359.02
Capital Reserve	66,679.95	2,177.20	27,364.05	41,493.10
Total	218,625.72	486,938.40	352,951.34	352,612.78

The funds in Township Accounts as of December 31, 2017 are summarized below:

Avon Township Year End Bank Account Summary – 2017	
Account	Amount (\$)
Checking (American Heritage Bank)	13,967.03
Outstanding Checks	4,610.45
Checking Balance (American Heritage Bank)	9,356.58
Money Market (American Heritage Bank)	332,480.93
Money Market (Credit Union)	10,775.27
Total	352,612.78

As of December 31, 2017, the Township owed \$140,000 for Outstanding Bond for the construction of the Town Hall. There was an error in the amount reported last year.

The Supervisors analyzed the receipts and disbursements for 2017 and then determined a budget for 2019. Based on the budget, the levy recommended by the Supervisors for 2019 is: General Revenue - \$156,000; Road & Bridge - \$196,100; Fire - \$70,000; Capital Reserve - \$2,000 for a total levy of \$424,100. The levy total recommended by the Supervisors has not changed in at least five years.

Conclusion: The Township is in good financial shape. Additional funding is needed for roads because the costs of road construction have increased markedly in the past few years. The Supervisors have made a commitment to avoid raising the levy until the building bond has been paid. The recommended levy amount for 2019 assumes receiving the LRIP grant for which the Town applied; if not, additional funds for road reconstruction will be necessary in future levies.

Table 3: Avon Township – Summary of Levy Amounts, 2013 – 2019 (this table is from the minutes of the 2018 Audit Board)							
Fund	2013	2014	2015	2016	2017	2018	2019
General Revenue	\$149,400	\$153,900	\$145,200	\$149,700	\$155,000	\$162,000	\$156,000
Road & Bridge	\$201,200	\$196,700	\$205,900	\$198,400	\$199,100	\$196,100	\$196,100
Fire	\$63,500	\$63,500	\$63,500	\$66,000	\$68,000	\$63,000	\$70,000
Capital Reserve	\$10,000	\$10,000	\$10,000	\$10,000	\$2,000	\$3,000	\$2,000
Total	\$424,100	\$424,100	\$424,100	\$424,100	\$424,100	\$424,100	\$424,100

AVON TOWNSHIP ROAD REPORT

MARCH 13, 2018

Old Collegeville Road was resurfaced.

We rubberized all roads that needed it. We continue do preventive maintenance on our roads when needed including mowing road right-of-way, installing 911 signs, and repairing culverts and potholes. There are 70 different roads in the Town and work was done on 48 of them or 68.6% of all roads. Some roads were worked on multiple times.

We continue to cut trees and brush in the right of way, do our own spraying and also some shouldering. Quite a few trees were cut on Upper Spunk Lake Road.

We controlled noxious weeds throughout the Town.

The snow plows were serviced and maintained by our maintenance staff. We sent the plows out quite frequently this year. Our salt shed is a little less than half full. Some residents, who were

