

# Minutes of the Meeting of the Avon Township Planning Commission

January 31, 2018

Avon Township Hall (16881 Queens Road, Avon)

**Call to Order:** Chairman Gondringer called to order the regular meeting of the Avon Township Planning Commission at 7:00 PM in the Main Chamber of the Town Hall. Today was the first meeting featuring a new built-in front desk donated by Marion and LeRoy Gondringer. The desk was previously used by the Morrison County Commissioners.

**Pledge:** The Pledge of Allegiance was recited.

**Roll Call:** Present – LeRoy Gondringer, Ken Mergen, and Stephen Saupe. There was a moment of silence in honor of member Gerald (Gerry) Kremers who recently passed away. Gerry served on the Planning Commission for nearly 12 years, since April 2006.

**Approval of Agenda:** Mergen moved to approve the agenda as presented. Saupe second. All in favor. Motion carried.

**Minutes:** Mergen moved to approve the minutes from the November 29, 2017 meeting as presented. Gondringer second. All in favor. Motion carried.

**Public Hearings:** *none*

## **Business:**

1. **Vice Chair** – Saupe moved to nominate Ken Mergen as Vice Chair of the Planning Commission. Gondringer second. Two in favor. One abstain (Mergen). Motion carried.
2. **Joint Planning Meeting** – The meeting date is usually set for the second Tuesday in April. At this time, there is no significant business. The Clerk will discuss with the City scheduling this meeting.
3. **Planning Commission Role/Membership** –the board is now missing two members. Various options were discussed including: (a) eliminating the board. If this is done, then the current roles of the PC (variances, driveways, zoning recommendations, plat approval, other assorted tasks assigned by the Supervisors) will need to taken over by the Supervisors or returned to the County; (b) continue with a five-member board and increase recruiting activities to find additional applicants. Some potential candidates for members were suggested – the Clerk will contact; (c) hold Planning Commission meetings only if there are scheduled agenda items, but then staff the office monthly in case a resident walks-in with a concern.
4. **MOU** – Some recent decisions made by the Stearns County Commissioners Board raised concerns about the Township handing responsibility for Conditional Use and Interim Use permits back to the County. The County might not be open to considering potential concerns raised by Township.
5. **Plats** – the County wants to adopt a more streamlined approach for approval of minor plats. Mergen moved to take no exception to the “Resolution Adopting a Process for Reviewing Plats” drafted by the County. Gondringer second. All in favor. Motion carried.

- 6. **Preusser Driveway Permit** – Mr. Sylvester Preusser appeared to discuss adding a driveway to his property. He was provided with a driveway permit application and information. He also stated that the bump near the cul-de-sac on 360<sup>th</sup> is causing problems for motorists. He suggested adding some crushed concrete or other materials to level it off.
- 7. **Enterprise Contribution** – suggested topics for the next contribution include the upcoming Township election and Annual Meeting, and a remembrance of Gerry Kremers.

**Announcements/Reports:**

- 1. Saupe reported that the MAT attorney stated that a quorum is one more than 50% of the voting members.

**Adjournment:** Mergen moved to adjourn the meeting at about 9:10 PM. Gondringer second. All in favor. Motion carried.

**Next Meeting:** The next meeting is February 28, 2018 at 7:00 PM. Other upcoming meetings include:

- Feb 8 – Board of Audit meeting (7 PM)
- Feb 28 – Public Accuracy Test (10 AM)
- Mar 10 – Town Hall open 10 AM – 12 PM
- Mar 13 – Town Election (2-8 PM)
- Mar 13 – Board of Canvass (8:15 PM)
- Mar 13 – Annual Meeting (8:30 PM)
- March 21 – Organization / Qualification Meeting (7:00 PM)
- Apr 9 – Joint Planning Commission (tentative)
- Apr – Road Inspection (third/fourth Saturday)
- Apr 23 – Board of Appeals & Equalization Meeting (7:00 PM)

Respectfully submitted,  
Stephen G. Saupe Clerk

Clerk signature: \_\_\_\_\_ date: \_\_\_\_\_

**Approval:**

\_\_\_\_\_ date: \_\_\_\_\_  
Planning Commission Chair – signature

\_\_\_\_\_  
Planning Commission Chair – print