

Minutes of the Meeting of the Avon Township Supervisors

November 3, 2010

Avon Township Hall

Call to Order: Chairman Gondringer called the meeting of the Avon Township Supervisors to order at 7:30 P.M. Gondringer announced that this is the first scheduled meeting of the Supervisors in the new Town Hall.

Pledge: The Pledge of Allegiance was recited.

Roll Call: Present – Richard Bresnahan, LeRoy Gondringer, Kelly Martini, John Merdan and Stephen Saupe.

Approval of Agenda: Merdan moved to approve the agenda as presented. Bresnahan second. All in favor. Motion carried.

Minutes: Bresnahan moved to approve the minutes of the October 6, 2010 meeting as written. Merdan second. All in favor. Motion carried. Merdan moved to approve the minutes of the October 20, 2010 meeting as written. Bresnahan second. All in favor. Motion carried.

Treasurer's Report: Martini presented the Treasurer's Report for approval (below). Bresnahan moved to accept the Treasurer's report. Merdan second. All in favor. Motion carried.

	General Revenue	Road & Bridge	Fire	Road Damage Deposit	Capital Improvement Fund	Total
Balance from 09/30/10	119,291.91	180,236.87	-12,051.62	400.00	129,706.32	417,583.48
Receipts	0.00	0.00	0.00	0.00	0.00	0.00
Total	119,291.91	180,236.87	-12,051.62	400.00	129,706.32	417,583.48
Disbursements	106,919.90	9,477.99	0.00	0.00	0.00	116,397.89
Ending balance 10/31/10	12,372.01	170,758.88	-12,051.62	400.00	129,706.32	301,185.59

Claims: Martini presented claims (1466-1483) for the approval by the Supervisors. There was a question about an overcharge from Excel. The invoice will be paid while the charges are confirmed since any extra paid will be credited to our account. Additional claims included: (a) John Maciejewski for gophers; (b) Gas Service for propane for the Town Hall; (c) St. Benedict's Catholic Church – room rental for voting during the Primary and General elections. Gondringer will investigate the Gas Service invoice. Supervisors decided to have the tanks filled automatically. Bresnahan moved to approve the claims. Merdan second. All in favor. Motion carried.

Road Report: Items discussed were:

- (a) Drug testing – Mr. Jeff Lange, Lange Excavating, questioned whether drug testing is required for our snowplow drivers. Martini read advice received from the Township Association that stated it is only necessary if it is part of our employee handbook. Collegeville apparently doesn't do drug testing on its snowplow operators. Mr. Stephen Plantenberg suggested that the Township develop a Safety Policy Manual (*i.e.*, eyewear, safety protection) with procedural policies for employees.

- (b) Snow Plows – Joe Koopmeiners is getting driver log forms for each truck. Each truck will also have an ID number. The trucks have been serviced and should be ready to go.
- (c) Signs – a ‘stop ahead’ sign is down near Sparks Trailer. It will be removed since the stop sign is clearly visible. A ‘dead end’ sign is down near the Town Hall on Queens Road. Many signs are tipped as a result of the recent windstorm.
- (d) Lange Rate Schedule – Mr. Lange provided a list of hourly rates if the Township needs additional help with plowing.
- (e) Salt/sand – Mr. Lange will take care of loading the salt/sand mixture which will likely be available next week. The Township appears to be ready for snow.
- (f) Heurung Ditch – before considering any work on the ditch, the Township will require some legal coverage. There is a concern that the existing stonewall may collapse when the ditch is cleaned out. Mr. Lange suggested putting a heat tape in the pipe in case it freezes up; it would be used for an emergency if the pipe freezes up this coming winter. Both ends will be tied off to keep it in place.

Planning Board Report: Chair Ken Mergen presented the Planning Board Report. Lisa Baker’s preliminary plat for an agricultural barn was approved/signed and there was an update on brushing (nearly completed). Merdan moved to approve the Planning Board report. Bresnahan second. All in favor. Motion carried.

Public Hearings: none.

New Business:

1. **CAPX2020 Update** – Bresnahan reported that Rinke-Noonan filed contested case court testimony on behalf of the township. Excel has petitioned the Court that any contested court case applicants must be presented for every day of the hearings. This will significantly increase the time involved and the cost of the intervention. Bresnahan will try to clear his calendar for the hearings. Merdan moved to authorize Bresnahan to work with our Township Attorney to do whatever is most appropriate. Bresnahan second. Merdan and Bresnahan in favor. Gondringer abstain. Motion carried. Saupe will post the dates/locations of the public hearings on the Township web site.
2. **Gift from Rinke-Noonan** – A donation of \$200.00 was received from Rinke-Noonan Law Firm for a reception for the Open House for the new Township Facility. Merdan moved to approve Resolution 11-03-10 accepting the contribution from Rinke-Noonan. Bresnahan second. All in favor. Motion carried.
3. **Open House** – The Open House for the new facility is scheduled for January 16, 2011, from 1 – 4:00 PM.
4. **Township Newsletter** – Gondringer shared a copy of Krain Township’s newsletter. If we put out a newsletter we could include information about plowing, voting, the Open House, etc.
5. **Township Officer Listing** – A list of township officials compiled by the MN Association of Townships was updated and corrected.

6. **Gambling Permit** – Mr. David Raab, St. Wendel Sportsman’s Club, appeared to request approval for a gambling permit for an event at The Landing on January 22, 2011. Merdan moved to approve the request. Bresnahan second. All in favor. Motion carried.
7. **Annual Weed Report** – Gondringer will complete the form.
8. **Building Project Update** – Construction Manager Stephen Plantenberg, RA Morton, provided an update on the building project and finances. There are just a few minor items remaining (*i.e.*, bumpers for doors, final cleaning, mirror in restroom). Merdan installed the flagpole. Avon Electric will be contacted for a price on lighting the flagpole. A walk-through to learn how the mechanical systems operate will be scheduled with Precise Heating & Refrigeration for Tuesday, Nov 9th at 8:30 AM. Bardson Excavating re-rolled the parking lot and compaction tests gave satisfactory results. To avoid damaging the parking lot during plowing, the first snow should be packed down. Supervisors signed the Certificate of Substantial Completion. Mr. Plantenberg will provide a disk with images taken during the project. These can be shown at the Open House. Draw documents were provided for signature. The lights on the Maintenance Shed need to be wired so that they can be switched off. Mr. Plantenberg will contact Heartland Glass to determine the cost of relocating the lock to the inside door. Mr. Plantenberg presented the Supervisors with a plaque for the Township Hall. Gondringer praised Mr. Plantenberg for his outstanding work on behalf of the Township. The Township has constructed a high-quality facility for an excellent price (*ca.* \$100 sq ft).
9. **Moving from City Hall** – Merdan will move files and other items remaining in Avon City Hall to the Township building.
10. **Brushing** – Roger Nelson has finished brush cutting. Mr. Luke Johnson will be hired to chip the piles.
11. **Vehicle on Norman Road** – a construction trailer parked on Norman Road will need to be removed for plowing.
12. **Snow Removal** – Gondringer will clear snow at the facility. He can leave a skid steer that can be used for \$30/hr. Salt use should be minimized on the new concrete. A notebook will be used for plow drivers to keep track of hours.
13. **Meeting Change** – the regularly scheduled meeting will be changed to December 8 because Bresnahan will be unable to attend because of CAPX2020 hearings. Saupe will publish.
14. **Election Report** – Many thanks to our election judges (Linus Koopmeiners, Marcy Heinen, Zoe Graul, Shirley Cox, Ken Mergen, Idella Moore, LaDonna Reisdorf, Eleanor Kraemer, Jane Merdan, Kelly Martini – Head, Stephen Saupe - Head). There were 1340 pre-registered voters, 67 new registrants and a total of 878 voters, which yields a turnout of 62.4%. Select results: Bachman-484, Clark-310; Emmer-467, Dayton-270, Horner-129; Fishbach 584, Sharp-273; Ellenbecker-447, Hosch-407; Mergen-546, Schaeffer-245. The Township will look into ‘secrecy covers’ for the next election. In addition, we will purchase small flags to attach to pens to minimize people walking away with them. Seated voting was popular so we will need to obtain privacy dividers.

Reports/Announcements:

- Technology Exchange Newsletter – Fall 2010 was received.
- 2011 MBA Scholarship Program information was received.
- Initial Tax rate for taxes payable in 2011 was received from the County.

Adjournment: Bresnahan moved to adjourn the meeting at 10:15 PM. Merdan second. All in favor.
Motion carried.

Next Meeting: The next meeting is November 17, 2010 at 8:00 PM.

Respectfully submitted,
Stephen G. Saupe, Clerk

Minutes approved: December 8, 2010