

Minutes of the Meeting of the Avon Township Supervisors

April 3, 2013

Avon Township Hall; 16881 Queens Road, Avon, MN

Call to Order: Chairman Gondringer called the meeting of the Avon Township Supervisors to order at 7:30 P.M.

Pledge: The Pledge of Allegiance was recited.

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

Approval of Agenda: Added to the agenda were (a) salt shed, (b) Saint John’s project, and (c) complaint about excess vehicles. Bresnahan moved to approve the revised agenda. Gondringer second. All in favor. Motion carried.

Minutes: Gondringer moved to approve the minutes of the March 6, 2013 meeting as presented. Bresnahan second. All in favor. Motion carried.

Treasurer’s Report: Martini read the Treasurer’s Report. The Cash Control Statement had correct totals for each fund but the balances for each fund were incorrect because a receipt had been allocated improperly. Martini provided a revised Cash Control Statement (*below*). Bresnahan moved to approve the Treasurer Report and corrected Cash Control Statement. Gondringer second. All in favor. Motion carried.

For the Period 03/01/2013 to 03/31/2013

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance
General Revenue	\$45,635.22	\$341.01	\$2,790.83	\$43,185.40
Road and Bridge	\$286,014.09	\$32,288.24	\$1,534.55	\$316,767.78
Fire	\$8,173.11	\$0.00	\$0.00	\$8,173.11
Road Damage Deposit	\$200.00	\$0.00	\$0.00	\$200.00
Capital Reserve Fund	\$81,900.16	\$0.00	\$0.00	\$81,900.16
Total	\$421,922.58	\$32,629.25	\$4,325.38	\$450,226.45

Claims & Payroll: Martini presented claims 2011 – 2027. Check #7427 was voided; it was written for the wrong amount. Martini reminded everyone to sign the claims form. Saupe will have Gerry Kremers sign his claims form. Saupe will submit the receipt for the Avon compost facility for SCORE funding. Bresnahan moved to approve the payroll and the claims. Gondringer second. All in favor. Motion carried.

Road Report: The following items were discussed:

1. Drainage on 370th – A complaint was received about drainage issues on 370th, which is a minimum maintenance road. It will be examined during road inspection. The driveway will likely require a culvert.
2. Road Inspection – Supervisors will meet at the Town Hall at 9:00 on Saturday, April 14th for the annual road inspection. There will be a meeting on site with Br. Leuthner, Saint John’s Abbey, between about 9:15 and 9:30 to discuss their request to lower the a field access road off 325th.

Bresnahan moved to approve the road report. Gondringer second. All in favor. Motion carried.

Public Hearing: *none scheduled*

Planning Commission Report: Mr. Ken Mergen, Planning Commission Chair, presented the Planning Commission report. He reported that the Planning Commission addressed the following:

1. Mr. Will Huston began a one-year term to fill in for Lowell Rushmeyer who resigned. Huston took the oath of office.
2. Fuchs Certificate of Compliance – Mr. Ervin Fuchs appeared to request a Certificate of Compliance. The Planning Commission supported the request. Bresnahan moved to approve a Certificate of Compliance for Mr. Ervin Fuchs to split a 40-acre parcel from his land. Gondringer second. All in favor. Motion carried.
3. Smith Certificate of Compliance – Mr. Casey Smith appeared to request a Certificate of Compliance to split a 5-acre building site from his family farm (Lloyd & Diane Smith). The Planning Commission supports the request though is concerned about the need for an easement for a future bus turnaround. Bresnahan moved to approve a Certificate of Compliance for Lloyd & Diane Smith with the provision that the plat indicate the possible need for a future easement. Gondringer second. All in favor. Motion carried.
4. Merdan Conditional Use Permit – Eric Merdan appeared to request a Conditional Use Permit to split two acres from the family farm (John & Jane Merdan). A CUP is necessary because the property is within the Stearns County Conservation Overlay District. The Planning Commission supports the request. Gondringer moved to set a public hearing on April 24th at 7:45 PM. Bresnahan second. All in favor. Motion carried. Saupe will publicize and contact neighbors.
5. Kurtz Driveway Permit – Eric Kurtz appeared to request a permit for a second driveway on his property on Red Oak Circle. The Planning Commission supports this request. Bresnahan moved to approve a driveway permit for Mr. Kurtz on the condition that the project includes an 18 inch steel culvert and aprons. Gondringer second. All in favor. Motion carried.

Bresnahan moved to accept the Planning Commission report. Gondringer second. All in favor. Motion carried.

Scheduled/Other Business

1. Fire Issues – Mr. Bob Simon, Mr. Bill Farney, and Mr. Craig Guggenberger from Colledgeville Township appeared to discuss the advantages and disadvantages of a possible joint Fire Department Agreement with the City that would give the two Towns an equal vote in decision making. Gondringer will contact the City to put this on their June agenda.
2. Board of Audit – Bresnahan moved to approve the minutes of March 6, 2013 Board of Audit meeting as presented. Gondringer second. All in favor. Motion carried.
3. Board of Canvass – Bresnahan moved to approve the minutes of March 12, 2013 Board of Canvass meeting as presented. Gondringer second. All in favor. Motion carried.

4. Board of Qualification & Organization – Bresnahan moved to approve the minutes of March 20, 2013 Board of Qualification & Organization meeting as presented. Gondringer second. All in favor. Motion carried.
5. Alcohol & Gambling Permit – Gondringer moved to approve alcohol and gambling permits for an event sponsored by Immaculate Conception Parish. Bresnahan second. All in favor. Motion carried.
6. Newsletter – The Town will publish a newsletter. Articles are being prepared and collected. Possible topics that will be included are snow removal, web site, mailboxes, compost site information, email distribution list, ditch spraying & brushing, and upcoming roadwork. Saupe will format and mail.
7. Resolutions for Work for Town Supervisors – At the last MAT Short Course the Town learned that separate resolutions must be passed to permit Supervisors or others to complete work for the Town. Saupe will prepare resolutions for the next meeting.
8. SCORE Grant – Saupe will submit a request for SCORE funding reimbursement for expenditures for use of the Avon Compost site.
9. Purchases – Gondringer moved to authorize purchase of an easel (Quill 7-20442) and a MN state flag and matching holders. Bresnahan second. All in favor. Motion carried.
10. Directories – Board members updated addresses and signed the Stearns County Directory and MAT officer listings.
11. Salt Shed – GLT Architects submitted a quote of \$7,500 for architectural work on a salt shed and RA Morton submitted a quote of \$12,450 to serve as construction manager of the project. The general feeling was that it was too much to spend on a relatively inexpensive building.
12. St. John's Electrical Recharge Station – Bresnahan reported that Saint John's is considering applying for a grant to establish an electric car recharging station on campus. This may be an opportunity for collaboration between the Town and Saint John's.
13. Shepard Property – a complaint was received about the multiple vehicles on the Shepard property. The Town will file a complaint with the County on behalf of the neighbors.
14. Plow Driver Compensation – At the Qualification Meeting a request was received from our plow drivers for an alternate payment plan to avoid unemployment. Gondringer reported that he learned at the MAT Short Course that this couldn't be done.
15. Saint John's Solar Field – Apparently Saint John's is planning to expand its solar energy field. This may require a Conditional Use Permit hearing.
16. Record Searching – Bresnahan moved to add to the fee schedule \$25/hour for record searches. Gondringer second. All in favor. Motion carried.
17. Emergency Management Exercises – Avon City will host emergency management exercises and invited Town representatives to participate.

18. Bond Reimbursement – Martini will fix the address for the reimbursement payment for our Bond.

Old Business

- 1. Internet installation – approved; to be installed.
- 2. Peach Drive – we are waiting for a response from the DNR.

Reports/Announcements

- 1. The GameTime Playground equipment catalog was received.
- 2. A brochure from Central Minnesota Dust Control (Richmond, MN) was received.
- 3. A request for project proposals was received from MN Engineering & Construction Services.
- 4. The Urban Short Course will be held April 18th.
- 5. Noxious Weed Training will be held April 10th. Merdan will represent the Town.
- 6. A brochure from American Pavement Solutions was received.
- 7. Tax Capacity Rates were received from the County.

Adjournment: Bresnahan moved to adjourn the meeting at 10:13 PM. Gondringer second. All in favor. Motion carried.

Announcement of Next Meeting: The next meeting will be held on Wednesday, May 1, 2013 at 7:30 PM.

Respectfully submitted,
Stephen G. Saupe, Clerk

Supervisor Approval:

Richard Bresnahan

LeRoy Gondringer

John Merdan

Attest

date