

Minutes of the Meeting of the Avon Township Supervisors

January 2, 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, John Merdan, and Stephen Saupe.

Approval of Agenda: Added to the agenda was a discussion of obtaining a “Draft” stamp. Merdan moved to approve the revised agenda. Bresnahan second. All in favor. Motion carried.

Minutes: The minutes of the December 5, 2012 were amended to: (a) correct a typographical error, (b) change “Greg” to Gary Schmitz, (c) change Merdan to Gondringer under Adjournment, and (d) in the road report the minutes were changed to read, “Mr. Tom Jovanovich...argued for time to review the resolution.” Bresnahan moved to approve the amended minutes of the December 5, 2012 meeting. Gondringer second. All in favor. Motion carried.

Treasurer’s Report: Martini read the Treasurer’s Report and provided the Cash Control Statement for the period 12/01/2012 to 12/31/2012 (*below*). Martini has been working with Ms. Irene Bright, from MAT, on the CTAS program. The codes for several expenditures were changed which resulted in a difference between the November end totals and the December beginning totals of some of the funds, though the grand totals were not affected. This was done to insure that expenditures are in the proper categories. Martini stated that Town employees need to provide detailed mileage and claims forms. Martini and Saupe will redo the mileage/reimbursement and claims forms to make it easier for employees to remember to provide required information. Merdan moved to authorize Martini to purchase two CTAS instructional books. Bresnahan second. All in favor. Motion carried. Martini will check with Ms. Bright to see if it’s possible to issue only a single check for claims/meetings and for reimbursements/mileage. Martini announced the new federal mileage reimbursement is \$0.565 per mile. Bresnahan moved to approve the Treasurer’s report. Merdan second. All in favor. Motion carried.

For the Period 12/01/2012 to 12/31/2012

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance
General Revenue	(\$9,046.78)	\$66,053.21	\$7,428.43	\$49,578.00
Road and Bridge	\$209,003.21	\$92,232.15	\$5,638.02	\$295,597.34
Fire	(\$21,070.65)	\$28,482.72	\$0.00	\$7,412.07
Road Damage Deposit	\$200.00	\$0.00	\$0.00	\$200.00
Capital Reserve Fund	\$77,272.21	\$4,507.66	\$0.00	\$81,779.87
Total	\$256,357.99	\$191,275.74	\$13,066.45	\$434,567.28

Claims & Payroll: Martini presented claims 1973 - 1985. A large claim was for the purchase of new carbide cutting edges for one of the trucks. Bresnahan moved to approve the payroll and the claims. Merdan second. All in favor. Motion carried.

Road Report: The following items were discussed:

1. Kurtzman Road – There have been no developments since the December meeting.
2. Snow Plowing – Overall clean-up went well for the last storm, though there were some complaints about Upper Spunk Lake Road. Vehicles had packed down the snow before the original plowing and when it melted it became slushy; the plow may have forgotten this road on a clean-up run. The plows will go out later tonight or tomorrow. Bresnahan moved to approve the revised snow removal policy notice and to place it on the website. Merdan second. All in favor. Motion carried.
3. Peach Drive – Concerns have been raised about people parking on the north side of Peach Drive, which has made it difficult for the school bus to get through. Options include installing “no parking” or “tow-away zone” signs or building a parking lot for people who are presumably visiting the SNA. Bresnahan moved to draft a letter to the DNR about this situation and request funds for signs or to build a parking lot. Merdan second. All in favor. Motion carried. The Clerk will draft the letter and Bresnahan will approve before it is mailed.

Public Hearing: *none scheduled*

Planning Commission Report: Mr. Ken Mergen, Planning Commission Chair, presented the Planning Commission report. Since there was no scheduled business, there was an open discussion of various topics. It is too late to obtain SCORE grant funding from the County to pay for the Avon Compost site fee. Ace Tree Service did a good job for the Town chipping brush. A complaint was received that Lange Trenching was crushing rock day and night. The Town cannot do anything about the situation because they do not require a permit. Bresnahan moved to approve the Planning Commission report as presented. Merdan second. All in favor. Motion carried.

Scheduled/Other Business

1. “Draft” Stamp – To prevent confusion about which documents have been officially approved, Attorney Ripple recommends that unapproved documents be stamped “draft.” Bresnahan moved to approve the purchase of a “draft” stamp. Merdan second. All in favor. Motion carried.
2. MPCA Closed Landfill – A memo was received from Stearns County alerting the Town that the County is working on reaching an agreement about standards relating to closing landfills.
3. Discussion on Revising the Town Meeting Schedule – Supervisors discussed the pros and cons of the current meeting schedule (i.e., Planning Commission meets last Wednesday, Supervisors meets first Wednesday). Advantages of switching the Supervisor meeting to the second Wednesday are that it would give the Treasurer more time and would avoid holidays like Fourth of July and New Year’s Day that sometimes fall on the first Wednesday. The major disadvantage to having the Supervisor’s meeting on the second Wednesday is that during many months there would not be 10 days after publication of notices for public hearings to be held by the Planning Commission. The Town will maintain the current meeting schedule.
4. Meetings Schedule – the Clerk provided a listing of upcoming meetings and events for discussion. The listing will be published in February. The Town will once again hold the Qualification Meeting in mid-February. The agenda for this meeting will be presented next month. Topics for the Annual

Meeting were discussed. These will be formalized at the meeting in March. Saupe will contact Mr. Jim Thares, Avon City Clerk, to see if the City has an estimate of the fire fee for the next fiscal year. Bresnahan moved to approve the meetings schedule with the corrections & additions that were discussed. Merdan second. All in favor. Motion carried.

5. Joint Powers Board – Saupe will contact Mr. Thares about scheduling the Joint Powers Board meeting at the end of February as was discussed at the joint City / Town meeting in August 2012.
6. Planning Commission – The term of Chairman Ken Mergen is over. As per previous policy (June 6, 2012), the position will be posted in February; applicants will submit an application to the Clerk by the March meeting. Candidates will be interviewed at the Qualification meeting and the final selection announced at the April Supervisor's meeting.
7. Land Sale – There has been no recent interest in the Town property that is for sale.
8. Roadside Dumping – Gondringer will remove trash that was dumped along 175th.
9. Expenditure Planning – Items the town will consider in the near future are: (a) salt shed; (b) hot-water pressure washer for cleaning salt off snowplows and the skid loader; and (c) additional road work.
10. 911 Sign – the Clerk will contact the residents at 34740 Co Rd 9 to process a 911 sign request.
11. Building Use Request – another Scout troop would like to use the Town Hall. The Supervisors agreed assuming it is not an excessive burden on the key distribution person. The Clerk will follow up.

Old Business

1. Wunderlich Plat – The Wunderlich's have not yet contacted the Town to have their plat signed.
2. Queens View/Lampert Plat – The County sent a finalized "Subdivision Agreement for Queens View plat" and "Certificate of Development Rights and Declaration of Restriction." These documents transfer any existing development rights from the platted property to the home site. The platted property is not buildable.
3. Collect for Illegal Burn – There has been no progress in this area; Gondringer has been unable to contact Mr. Gary Schmitz.
4. Newsletter – we will consider publishing a newsletter. Possible topics include the option to receive email updates from the Town, no-spray list, brushing issues and the compost facility.

Reports/Announcements

1. Town Hall Tour – Merdan announced he received a "thank you" note from Wakefield Township for giving them a tour of our facilities.
2. A Certificate of Real Estate Value was received from the County: Rodenwald (33732 Shorewood Dr.; \$78,500).

3. A Construction Site Permit was received from the County: *Hemmesch (15524 Queens Rd – home addition & covered deck)*.
4. An announcement of upcoming LTAP Workshops was received.
5. The Minnesota Association of Townships sent the yearly calendar. We will not order additional calendars. The Town also received the MAT financial statement and a form if the Town wants to suggest a potential Resolution.
6. The local MAT Spring Short Course will be held in St. Cloud on March 26 (T).
7. The candidate filing period for the upcoming Town Election is January 1 – 15, 2013.
8. A US Census worked contacted the Town to locate information about a property on Narnia Lane. The worker was referred to the publically-available information on the Stearns County website.
9. Rameker Associates contacted the Town seeking information about buried tanks or other issues related to property at 32906 Co Rd 50. Supervisors believe that there was once an underground diesel storage tank. The Clerk will alert the company.
10. Rinke-Noonan sent their fee schedule.
11. Election Meeting – Saupe reported on a meeting with Mark Ritchie and local election officials. There were more voters in the recent General Election than the last election, though there were fewer overall absentee ballots. Among the items discussed were: (a) there is a move in the legislature to change the Primary Election to June and to allow for early voting; (b) limiting the amount of time required for the public accuracy test; (c) allowing on-line or other preregistration for elections, especially for college students; (d) retaining election ballots and materials for only 12 months rather than 22 months; and (e) reducing the open hours for the polls for the Primary Election considering the low turnout.

Adjournment: Bresnahan moved to adjourn the meeting at 9:57 PM. Merdan second. All in favor. Motion carried.

Announcement of Next Meeting: The next meeting will be held on Wednesday, February 6, 2013 at 7:30 PM.

Respectfully submitted,
Stephen G. Saupe, Clerk

Supervisor Approval:

Richard Bresnahan

LeRoy Gondringer

John Merdan

Attest

date