

Minutes of the Meeting of the Avon Township Supervisors July 2, 2014

Call to Order: Chairman Bresnahan called the meeting of the Avon Township Supervisors to order at 7:30 P.M. in the Main Chamber of the Avon Township Hall, 16881 Queens Road, Avon (MN). The Supervisors expressed their sympathy to the family of Mr. Joe Koopmeiners, whose father recently passed away. A card will be sent from the Township.

Pledge: The Pledge of Allegiance was recited.

Roll Call: Present – Richard Bresnahan, Kelly Martini, John Merdan, Roger Nelson, and Stephen Saupe. Also present – Ken Mergen (*Planning Commission Chair*), Joe Koopmeiners (*maintenance*), Marion Gondringer (*Deputy Clerk*).

Approval of Agenda: Gopher damage to roads and weed spraying were added to the agenda. Merdan moved to approve the agenda as amended. Nelson second. All in favor. Motion carried.

Minutes: Merdan moved to approve the minutes from the June 4, 2014 meeting as presented. Nelson second. All in favor. Motion carried. Nelson moved to approve as presented the minutes from the June 18, 2014 continuation meeting of the May 7th meeting. Merdan second. All in favor. Motion carried.

Treasurer's Report: Martini read the Treasurer's Report and provided the Cash Control Statement for the period 06/01/2014 to 06/30/2014 (*below*). The First Half Settlement check received from Stearns County is not included – Martini will wait until the second settlement check is received for ease in bookkeeping. Martini cautioned about spending. A representative from the Office of the State Auditor contacted the Clerk to inquire why the road expenditures in 2013 were less than the previous year (fewer road projects). The Township will not enroll in auto payment of the CenturyLink Internet bill. Stearns County will set up an escrow account for \$5000 in lieu of annual payment of insurance on a bond for their work at the Rausch/Studniski gravel pit. Martini reported that the Stearns County Assessor's fee increased. Merdan moved to accept the Treasurer's report. Nelson second. All in favor. Motion carried.

For the Period 06/01/2014 to 06/30/2014

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance
General Revenue	\$46,659.33	\$961.93	\$3,781.35	\$43,839.91
Road and Bridge	\$393,105.21	\$1,143.76	\$3,691.24	\$390,557.73
Fire	\$10,405.82	\$0.00	\$65,400.00	(\$54,994.18)
Road Damage Deposit	\$600.00	\$200.00	\$0.00	\$800.00
Capital Reserve Fund	\$43,862.88	\$0.00	\$760.07	\$43,102.81
Total	\$494,633.24	\$2,305.69	\$73,632.66	\$423,306.27

Approval of Claims & Payroll: Martini presented claims 2305 – 2326. Last month claim #2299 was erroneously recorded as \$201.21 instead of \$201.23. June PERA claims for Koopmeiners were 2303 and 2304. Merdan moved to approve the payroll and the claims. Nelson second. All in favor. Motion carried.

Road & Maintenance Report:

1. **Lake Wobegon Trail** – Mr. Cliff Borgerding, Lake Wobegon Trail Association President, appeared to alert the Township to a future request to provide parking and access to the trail from Peach Drive and Meadowview Road. Once the plans are finalized, Mr. Borgerding will bring them to the Planning Commission to begin the review process.
2. **365th** – a complaint was received from a resident that the road needed gravel because of the wet conditions. The road was examined and no work is necessary at this time.
3. **Noxious Weeds** – Nelson has been in contact with the County weed inspector. Some residents in the Township need to remove weeds on their property and will receive a letter from the County. Two residents will receive a follow-up letter from the Township.
4. **Plow Driver** – an application for a plow driver was received. The Township will also advertise in the *Peach & Enterprise* and then review all applicants. A successful applicant must have a Health Card and Class B license. The applications will be due at the end of the month and will be reviewed by an *ad hoc* committee including Ken Mergen, LeRoy Gondringer and Joe Koopmeiners.
5. **Complaint about Mower Damage to Mailbox** – A resident complained that the Township hit her mailbox during mowing. The driver stated that he didn't touch the mailbox. The source of the damage to the mailbox is unknown, though it may have been damaged by the recent vandalism in the Township.
6. **Cow Tank in Ditch** – a resident has a cow tank in the ditch that is a hazard. A letter will be sent asking the resident to remove it.
7. **Rocks on 160th** – There are rocks at the end of a driveway on 160th that are a road hazard. Nelson will contact the residents about removing them.
8. **Construction Material on Road** – a resident on Noble Oak Circle placed construction materials on the road cul-de-sac. This is not permitted. Merdan discussed it with the resident.
9. **Gophers** – Nelson reported gophers in the road right-of-way on 175th behind the Church.
10. **Spraying** – a complaint was received about improper spraying in the past. The Township needs to insure that the job is done properly. The Town will spray for brush, poison ivy, and thistles. Merdan moved to set a limit of \$2500 for spraying road ditches. Nelson second. All in favor. Motion carried. The Township will keep track of which ditches were sprayed. Merdan and/or Koopmeiners will provide oversight of the spraying process.
11. **Blading Roads** – Bresnahan will contact Lange Trenching to request that they not blade any road until they receive formal approval from a Supervisor. Koopmeiners will experiment with blading with one of our trucks.
12. **Calcium Chloride** – Mr. Paul Buttweiler requested spreading calcium chloride on his road. No action was taken.
13. **Road Map for the Garage** – the Supervisors approved obtaining a road map for the Maintenance Shed and Garage.

14. **Trailer Title** – The address on the title is incorrect. Koopmeiners will handle.
15. **Mailboxes** – Koopmeiners removed mailboxes in the ditch on Co Rd 154 in response to a request from a resident. They have been there since the County did work last year. Bresnahan recommended that the Township purchase new mailboxes and posts for residents on any road that is being resurfaced.
16. **911 Sign** – a resident requested that a missing 911 sign be replaced. All new and replacement 911 signs are the responsibility of the resident. They cost \$75 including post and install. Residents should contact the Clerk if a 911 sign is needed.
17. **Driveway Standards** – a draft will be discussed at the next Planning Commission meeting.
18. **Haakonsen Driveway** – Mr. Jeff Lange, Lange Trenching, contacted the Supervisors to state that he didn't think it was possible to install a 15-inch culvert because the ditch is too shallow.

Planning Commission Report: Mr. Ken Mergen, Planning Commission Chair, presented the Planning Commission report. Mergen reported:

1. **Beckers Development** – Mr. Brad Beckers appeared to discuss options for developing his property. Because he is adjacent to St. Anna, he has options for rezoning. Once he develops a plan he will return to the Planning Commission.
2. **R-10 Zoning** – Supervisor Nelson attended the first portion of the meeting. He supports R-10 zoning. The majority of Planning Commission members were opposed.
3. **Driveways** – the Planning Commission discussed how best to alert residents to the need for a driveway permit when requesting a building permit. A draft form was created and it will be discussed at the next meeting and then forwarded to the Supervisors for discussion and approval. The Planning Commission also discussed driveway standards. A draft resolution was created, which will be discussed at their next meeting and then forwarded to the Supervisors.
4. **Findings of Facts** – the Planning Commission began to review current forms used by the Township. The first forms to be examined were the Findings of Fact forms. The final versions will be discussed at the next meeting and then forwarded to the Supervisors for discussion and approval.
5. **Kremers Land Split** – Mr. Gerry Kremers alerted the Township to a possible split of his two-acre parcel. He will require Joint Powers Board approval.
6. **Zoning Workshop** – Merdan moved to authorize Planning Commission members and Supervisors to attend an upcoming zoning workshop. Nelson second. All in favor. Motion carried.

Merdan moved to approve the Planning Commission report. Nelson second. All in favor. Motion approved.

Public Hearings: *none scheduled*

Scheduled Business:

1. **Resolution 07-02-14-1** – Merdan moved to approve Resolution 07-02-14 Appointing Head Judges. Nelson second. All in favor. Motion carried.
2. **Resolution 07-02-14-2** – Merdan moved to approve Resolution 07-02-14-2 Amending Resolution 03-19-14. Bresnahan second. All in favor. Motion carried.
3. **Fee Schedule** – Merdan moved to set the fee for obtaining a permit after the work is completed to twice the cost of the permit and to remove any specific dollar amounts for late permits from the fee schedule. Nelson second. All in favor. Motion carried.
4. **Newsletter** – The newsletter was sent to approximately 960 residences in the Township. The final cost was \$615.68. The County provided a mailing list that was edited to remove duplicate entries. Approximately 20 were returned for improper addresses.
5. **Additional Meeting** – the Supervisors will revisit the need for a second monthly meeting at their August meeting.
6. **Propane** – AmeriGas sent a contract to allow the Township to pre-purchase propane for \$1.899 per gallon. Bresnahan will look into alternatives.
7. **Pools** – a resident inquired about regulations concerning pools. Pools must follow all County guidelines (section 7.1) including road setbacks. The resident may require a variance.
8. **Voting** – Merdan moved to purchase more privacy dividers for the upcoming election. Nelson second. All in favor. Motion carried. The Public Accuracy Test will be held on August 7th at 7:00 PM.

Other/Old Business

1. **Township Logo** – no action.
2. **Snow & Ice Control Policy** – no action.

Reports/Announcements

1. No Certificates of Real Estate Value were received.
2. No Feedlot Permits were received.
3. Construction Site Permits were received for Shepard (34641 Plum Hill Lane; 8 x 20 addition); CJR Properties (36669 Pelican Lake Road, 11 x 18.75 deck); and Gondringer (35538 Tower Road (14 x 16 4-season porch)
4. There was one Assessment Search (34187 Lower Spunk Lane).
5. No 911 Signs were requested.
6. No feedlot permits were received.
7. Board of Appeals training information was received and forwarded to the Board.
8. A donation request was received from the Mother of Mercy Foundation.
9. Complaints were received about significant after-hours noise at the Ramler/Pierskalla gravel pit. Bresnahan discussed the situation with Knife River. They apologized and said it wouldn't happen again. Knife River will move in their hot mix plant later this summer.

- 10. A call was received from a resident to use the Town Hall for a wedding shower. The caller was told that the Hall is not for private parties but for use by non-profit organizations.
- 11. Residents at 36993 Pelican Lake Road constructed an accessory structure without a permit. The structure must be removed or the resident must pay a fine and have the septic certified.
- 12. Stearns County Emergency Management requested information about damage due to flooding in the Township. No damage in the Township was identified.

Announcement of Next Meeting: The next meeting will be a special meeting on July 16, 2014 at 7:30 PM in Avon Township Hall. The next regular meeting will be August 6, 2014.

Adjournment: Nelson moved to adjourn the meeting at 10:07 PM. Merdan second. All in favor. Motion carried.

Respectfully submitted,
Stephen Saupe, Clerk

Supervisor Approval

Richard Bresnahan

John Merdan

Roger Nelson

Attest

date