

Minutes of the Meeting of the Avon Township Supervisors
June 3, 2015
Avon Township Hall

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.

Pledge: The Pledge of Allegiance was recited.

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

Approval of Agenda: Roadwork on 325th was added to the agenda. Merdan moved to approve the agenda as amended. Nelson second. All in favor. Motion carried.

Minutes: The minutes of the May 6, 2015 were amended to show that Nelson opposed the motion to deny the Bueckers Conditional Use Permit to construct a home more than 150 from an existing structure. Nelson moved to approve the amended minutes of the May 6, 2015 meeting. Merdan second. All in favor. Motion carried. The minutes of the May 27, 2015 Special Meeting were amended to correct some typos and to clarify that neither Brian nor Melissa Bueckers attended the meeting but that they were represented by Mr. Erv Bueckers and Mr. Brian Bueckers, Jr. Merdan moved to approve the amended minutes of the May 27, 2015 special meeting. Nelson second. All in favor. Motion carried.

Planning Commission Report: Mr. LeRoy Gondringer, Planning Commission Chair, reported:

1. **Braegelmann Conditional Use Permit** – The Planning Commission held a public hearing to consider a request by David and Linda Braegelmann for a Conditional Use Permit for a conventional subdivision in the Environmental Overlay area. The Planning Commission recommends approval. Merdan moved to recommend a Conditional Use Permit for David & Linda Braegelmann for a Conventional Subdivision in the Environmental Overlay area. Nelson second. All in favor. Motion carried.
2. **Heitzman Certificates of Compliance** – The Planning Commission considered requests by Mr. Sam DeLeo and Mr. John Meagher for a Certificate of Compliance for their respective clients for a land split of property owned by Ms. Tricia Heitzman. The Planning Commission recommends approval of both. Nelson moved to approve both Certificates of Compliance for the property of Ms. Tricia Heitzman that splits off a five-acre parcel, leaving a non-buildable Tract B, a Tract C with the existing buildings, and a Tract D with a new legal description for the remaining farmland. Merdan second. All in favor. Motion carried.
3. **Haakonson Driveway Permit** – The Planning Commission considered a request by Mr. Nate Haakonson for a driveway permit to construct a circular drive at his property (32713 182nd Ave.). The Planning Commission recommended a public hearing to consider a variance from Township Resolution 08-06-14. The Supervisors decided that the request did not require a public hearing and requested that the Planning Commission discuss this at their next meeting and forward a recommendation. Mr. Haakonson will stake the approximate location of the driveway during the last two weeks of the month so Planning Commission members can see where the new driveway will be located.
4. **Bueckers Subdivision** – The Planning Commission considered a three-lot plat submitted by Brian & Melissa Bueckers. The Planning Commission recommends approval on the condition that the plat shows: (a) the legal description for the set aside area; (b) the easement to Lot 3; and (c) that Lot 3 does not have any building entitlements. Nelson moved to approve the three-lot plat for Brian and Melissa

Bueckers with the conditions that the plat shows: (a) the legal description for the set aside area; (b) the easement to Lot 3; and (c) that Lot 3 does not have any building entitlements. Merdan second. All in favor. Motion carried. Merdan moved to approve the attendance of a Supervisor at the County meeting where this plat is considered for final approval. Nelson second. All in favor. Motion carried.

5. **Avon Hills Overlay** – the Planning Commission is reviewing the boundaries of the Avon Hills Overlay area. Various maps will be examined including those from the County Biological Survey and Conservation Easements from the Land Trust. A public hearing will be required for any changes.

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

Maintenance & Road Report:

1. **Right-of-Way Notice** – The Supervisors discussed the possibility of publishing a legal about road right-of-ways. The plan will be to include information in the Township newsletter.
2. **Peach Drive** – The road is washing out near the bus turnaround. Nelson moved to authorize Koopmeiners to do the necessary roadwork and install a culvert. Merdan second. All in favor. Motion carried.
3. **Ditch Mowing** – Nelson moved to rent Marion & LeRoy Gondringer's tractor for mowing for summer 2015 at the same rate as last year. Merdan second. All in favor. Motion carried.
4. **Voting Booth** – Merdan moved to authorize Saupe and Koopmeiners to explore the option of building voting booths that would be installed along the west wall. Nelson second. All in favor. Motion carried.
5. **325th St.** – Will Huston, Westwood Professionals, recommended that we encourage Saint John's to complete the roadwork for the widening of 325th Street prior to repaving next summer. Bresnahan will contact Saint John's.
6. **I-94 Emergency Routes** – Bresnahan reported that he attended a meeting about alternate routing in the event that I-94 is closed. Because of the problems that trucks have had in the past on Norway Road, truck traffic will be routed to County Road 159 and cars on Norway Road.
7. **355th St.** – culvert work is required.

Nelson moved to accept the road report. Merdan second. All in favor. Motion carried.

Public Hearings: None scheduled.

Scheduled Business:

1. **Schultzenberg Property** – Mr. Steve Schulzetenberg is interested in purchasing a property on Orchid Court. He wanted to know if he would be able to construct a new garage. He was advised to seek a variance of 42 feet from the center-of-the-road to construct a garage. Merdan moved to set a variance hearing at 7:45 PM at the June 24, 2015 Planning Commission meeting on the condition that the property owner provides an acknowledgement that he/she approves of the hearing. Nelson second. All in favor. Motion carried. Mr. Schultzetenberg was notified that he needed to complete the paperwork and provide the fee by mid-day Friday to meet the publication schedule in the *Enterprise*.

2. **Recording Meetings** – In response to information learned at the recent legal seminar at Saint John’s, Nelson moved to record township meetings. Merdan second. All in favor. Motion carried. The Town will need to decide how to store the recordings and how long to keep them. Attendees at meetings must be made aware that the meeting is being recorded. A notice can be included on the agenda. Saupe will investigate a recording system. Nelson moved to do a trial recording with an iPhone effective immediately. Merdan second. All in favor. Motion carried. This recording worked well for supervisors and those near the front of the room but it was difficult to make out individuals speaking from the back of the hall.
3. **Joint Powers Agreement** – Merdan moved to approve Resolution 06-03-15: Amendment to Joint Resolution as to Orderly Annexation Area and Joint Resolution as to Annexation of Melton / Gertken / Mitchell Properties By and Between the City of Avon and the Town of Avon. Nelson second. All in favor. Motion carried.
4. **Eurasian Milfoil** – Mr. Denis McGuiness, from the Avon Area Lakes Association (AALA), appeared to update Supervisors on the status of Eurasian milfoil. The population in Lower Spunk is small enough that it will be eradicated by handpicking. The AALA is seeking estimates on the cost and will request funds from the Town to defray costs. The Supervisors expressed support for the project. The population of milfoil in Middle Spunk will likely be chemically-treated again, the cost covered by a grant and funds raised by AALA.
5. **Joint Meeting with the City** – The City and Township will hold a joint meeting on September 16, 2015 at 6:30 PM to discuss milfoil, emergency management issues and solar garden projects. Ms. Chris Jurek from the DNR will also attend the meeting to provide information about aquatic invasive species.
6. **Right-of-Way Obstruction** – There is a brick wall/posts in the Town right-of-way at 36993 Pelican Lake Road. The resident ignored a letter from the Township and a request from Supervisor Nelson to remove it. Nelson moved to authorize the Township Attorney to draft a letter to the resident to remove the obstacle in the road right-of-way. Merdan second. All in favor. Motion carried.
7. **Newsletter** – Merdan moved to write a Township column in the *Enterprise*. Nelson second. All in favor. Motion carried. Objects in the road right-of-way could be a topic. It was suggested that the Clerk write the column.
8. **Valuation of Township Property** – For insurance purposes, Township property will be valued at their replacement costs: mower - \$9,200; Versadump trailer - \$10,400; snow bucket - \$1500; Pallet fork - \$650. This information will be forwarded to MATA by the Clerk.
9. **L & R Update** – Martini attended the L&R Committee meeting and noted that there are some upcoming bills that impact townships including one to exempt towns with a population less than 5000 from having to use the Automark.

Other/Old Business:

1. **Eichers CUP** – Bresnahan will follow-up.

Treasurer's Report: Martini read the Treasurer's Report and provided the Cash Control Statement for the period 5/1/2015 to 5/31/2015 (*below*). Nelson moved to accept the Treasurer's report. Merdan second. All in favor. Motion carried.

For the Period : 5/1/2015 To 5/31/2015

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$68,833.09	\$1,934.69	\$12,612.65	\$58,155.13
Road and Bridge	\$81,882.03	\$0.00	\$4,841.39	\$77,040.64
Road Damage Deposit	\$1,400.00	\$200.00	\$0.00	\$1,600.00
Fire Fund	(\$54,536.10)	\$0.00	\$0.00	(\$54,536.10)
General Capital Projects	\$52,990.38	\$0.00	\$232.96	\$52,757.42
Total	\$150,569.40	\$2,134.69	\$17,687.00	\$135,017.09

Approval of Claims & Payroll: Martini presented claims #2577 – 2596. May PERA claims were 2573, 2574 and 2576. Claim 2575 was voided. Merdan moved to approve the payroll and claims. Nelson second. The agenda will be revised to move the Treasurer Report and Claims after the Road and Maintenance report. All in favor. Motion carried. All in favor. Motion carried.

Reports and Announcements:

1. There were no 911 sign requests, Certificates of Real Estate Value, or feedlot permits.
2. Construction Site Permits were issued by the County to Abraham (34325 Co Rd 155; house), Merdan 32498 Co Rd 50, garage), Bresnahan (17007 Norman Rd; solar panels), Hadler (37804 Cardinal's Nest; porch), Ebnet (18424 Red Maple; additions), and Woitalla (accessory structure 40 x 80).
3. Special Assessment Searches were conducted for Baker (15747 Parkwood Circle); Ramler Revocable Trust (18406 Red Maple Dr.); Birr (15792 Parkwood Circle); and Pfannenstein (33731 Shorewood Dr.).
4. Stearns County will hold a public hearing to enact Ordinance #512 on June 9, 10:05 AM
5. Knife River started operations at the Ramler/Pierskalla gravel site on May 5, 2015.
6. The County Surveyor requests that the Township contact them if a road project might involve section corner monuments.
7. The SCORE grant submitted to the County was funded.
8. The Summer Short Course will be held June 15th in Motion carried.
9. Township membership cards were distributed.
10. There was an Avian Flu open house / informational meeting in Melrose on June 2.
11. A thank you note was received from artist Paul Wegner for hosting the Avon Hill photographic exhibit.
12. The 2014 estimated Town population is 2,277. There are 795 households in Avon Township.

Adjournment: Merdan moved to adjourn the meeting at about 10:20 PM. Nelson second. All in favor. Motion carried.

Announcement of Next Meeting: The next regular meeting will be held on Wednesday, July 1, 2015 at 7:30 PM.

Respectfully submitted,
Stephen Saupe, Clerk

Supervisor Approval

Richard Bresnahan

Roger Nelson

John Merdan

Attest

Stephen G. Saupe, Clerk

Date