

Minutes of the Meeting of the Avon Township Supervisors

August 3, 2016

Avon Township Hall, 16881 Queens Road, Avon (MN)

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 and welcomed guests.

Pledge: The Pledge of Allegiance was recited.

Recording: Bresnahan announced that the meeting would not be recorded.

Roll Call: Present – Richard Bresnahan, John Merdan, Roger Nelson, Kelly Martini, Marion Gondringer (Acting Clerk), Absent- Stephen Saupe (Clerk). Also present – Paul Buttweiler (*Deputy Treasurer*), Will Huston (*Planning Commission*), and Joseph Koopmeiners (*Maintenance*).

Approval of Agenda: Weed report was added to the agenda. Nelson moved to approve the agenda as amended. Merdan second. All in favor. Motion carried.

Minutes: Nelson moved to approve the minutes of July 6, 2016 as presented. Merdan second. All in favor. Motion carried.

Planning Commission Report: Presented by Mr. Will Huston, Planning Commission Chair:

1. **Driveway Permits** – Greg Ramler (Tower Rd). Recommendation to approve permit for driveway as presented. Deposit from 2014, which was never returned, will be carried over for this current permit. Motion by Nelson to grant permit for driveway. Second by Merdan. All in favor. Motion carried.
2. **Dog complaint:** Kelly Caspers reports that a neighbor's dog is harassing her dog. She has been advised to contact the Stearns County Sheriff.
3. **Red Oak Circle and Noble Oak driveways:** Driveways altered without permits. (19471 Red Oak Circle, and 32141 Noble Oak Circle). Motion by Merdan to contact and inform the property owners about the Township driveway permit process and fees including information on the fee for an after the fact permit. Second by Nelson. All in favor. Motion carried. Clerk will contact.
4. **David Majeski culvert replacement:** (13976 355th Street) Majeski was informed that the Township does not replace driveway culverts.
5. **Meadowview Lane Ditch:** Information requested by county. Kremers states the culvert was installed sometime before 1963.
6. **Schneider driveway/ Queens Rd:** Damage deposit will be held until construction is complete.
7. **Personal use of Township property:** Discussion took place concerning the use of Township property for personal use by Township officials or personnel. Discussion included property such as tools, vehicles and equipment, copier and computer, etc. As the Township acquires more equipment, the Planning Commission feels it would be prudent to discuss this as a reminder that it would be inappropriate for Township officials or personnel to use any Town facility, tools, vehicles, or office equipment for personal use. Supervisors affirm.
8. **St. John's solar garden expansion:** Construction has begun. Noise will be evident during construction.

Nelson moved to approve the Planning Commission report. 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 July 1, 2016 to July 31, 2016 (*below*). Voided checks #8573 (check not received, reissued) and 8704

(wrong payee). Nelson moved to approve the Treasurer's report. Merdan second. All in favor. Motion carried.

For the Period : 7/1/2016 To 7/31/2016

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$116,974.29	\$25,229.91	\$19,525.25	\$122,678.95
Road and Bridge	\$221,293.75	\$32,381.47	\$7,301.40	\$246,373.82
Road Damage Deposit	\$2,200.00	\$0.00	\$0.00	\$2,200.00
Fire Fund	\$32,005.16	\$10,464.97	\$0.00	\$42,470.13
General Capital Projects	\$61,585.38	\$1,586.32	\$0.00	\$63,171.70
Total	\$434,058.58	\$69,662.67	\$26,826.65	\$476,894.60

Approval of Claims & Payroll: Martini presented the July claims 2877 – 2897. The PERA claims for July were 2875 & 2876. Nelson moved to approve the payroll and claims. Merdan second. All in favor. Motion carried.

Town Hall Maintenance Report: Koopmeiners

1. **Maps:** No news on the framing of the maps. Koopmeiners will check on the status of the order.
2. **Extra mailbox key:** Located in the records room on the keychain with the outdoor bulletin board key.
3. **Hall windows:** Koomeiners will install warranted replacement windows on Friday.

Nelson moved to accept the Town Hall Maintenance report. Merdan second. All in favor. Motion carried.

Road Report & Roadwork Update:

1. **Roadwork updates:** Spraying of thistles along roadways is partially complete. Brushing on 154th Ave. is complete. Road ditches will be cut for the second time.
2. **140th St. washout:** Class 5 gravel added to washout at the end of 140th street to repair damage after the recent heavy rains. Discussion took place regarding the placement of the field road driveway affecting heavy rain runoff. Gondringer explained the placement of the driveway lines up with a legal easement to property adjoining the Southeast corner of his property. Koopmeiners and Gondringer will meet to inspect and assess the best course of action to be taken to minimize washouts in the future.
3. **19004 Quaker Rd:** Dennis Schirmers / Gravel was added to the road.
4. **360th Street east of Co Rd 155:** Culvert/ditch was reshaped after washing from heavy rain. Koopmeiners suggests adding tar grindings to build up 360th and then cover with class 5.
5. **Norway Road signs:** Norway road will be inspected for safety to assess adding a couple arrow road signs.
6. **Elmer Maciejewski shared concerns for the condition of his road/ 14183 360th Street.** An inspection will take place.
7. **Peach Drive:** Koopmeiners will add gravel to the roadbed.
8. **Phillippi driveway damage deposit return:** Work completed. No damage to road. Deposit will be returned.
9. **Saint John's driveway permit:** No record on file for permit. Bresnahan will contact.
10. **Rood driveway permit:** Waiting for a reply to Clerk's email addressing the fact that the driveway is not complete since the concrete had not been laid. No action taken
11. **Mary Williams driveway permit:** Merdan moved to return road damage deposit, minus the penalty fee (\$50) because it was built prior to permit approval. Nelson second. All in favor. Motion carried.
12. **Janorschke driveway permit:** Discussion took place. A permit is needed as alterations will take place to the driveway since the surface material will change. Merdan moved to approve permit. Nelson second. All in favor. Motion Carried.

13. **Salt sand:** Salt sand will be ordered from Lange for delivery this fall.
14. **Stratford of Avon freeway barrier wall:** Bresnahan discussed the sound barrier fence that will be constructed between Stratford of Avon and the freeway. His concern is for the township residents on the opposite side of the freeway (North side of Spunk Lake), who will then be subjected to the ricocheting of the freeway sounds that will reflect off the fence on the north side of the freeway once it is built. Since MNDOT will pay for 90% of the cost of the wall, Bresnahan suggests the Township engineering firm draft a letter of concern to MNDOT requesting similar assistance to the Township to also construct a sound barrier fence on the South side of the freeway as well to mitigate the sound for residents who will be affected. Huston suggested a sound study take place for before and after sound effects.
- Motion by Nelson to accept Road Report. Second by Merdan. All in favor. Motion carried.

Public Hearings: *None scheduled.*

Scheduled Business:

1. **Election update:** Public accuracy test has been completed. Preparations and supplies for Primary Election on August 9th are in place.
2. **Resolution #08-03-16:** Resolution accepts a donation from St. John's University for \$2005.86 to be placed into the Road and Bridge Fund. Clerk will send a "Thank You" and a receipt to St. John's for the donation. Motion by Merdan to accept the donation of \$2005.86 from St. John's University. Nelson second. All in favor. Motion carried.
3. **Gambling Permit – Avon Sportsman's Club – (Kyle Smith):** A permit application has been received for an event that will take place on December 2nd. Motion by Nelson to grant permit. Second by Merdan. All in favor. Motion carried.
4. **Dog Complaint- Kelly Caspers:** Caspers reports a neighbor's dog is harassing her dog. Caspers has been advised to seek assistance from the County Sheriff since the Town does not handle these issues.
5. **Meadowview Lane Ditch:** The County is in the process of collecting information on Meadowview lane. County would like information on the Ditch off Meadowview Lane. A property owner at that time thinks the culvert was installed prior to 1963. This information will be sent to the county.
6. **Driveways on Red Oak Circle and Noble Oak Circle:** These driveways were enlarged without a permit. Clerk will contact.
7. **Recording of meetings:** As per advice by MAT attorney Steve Fenske; unless the town determines an advantage to the recording of meetings, the board can choose not to record. Motion by Nelson to discontinue the recording of meetings. Second by Merdan. All in favor. Motion carried.

Other/Old Business:

1. **Contact by Jim Sand:** ie: Thistles on Narnia Lane near Opatz property. Nelson sent a letter informing Sand that thistles on his property needed to be sprayed. Sand states the thistles in question were not on his property. He had already taken care of any thistles on his property. No action.
2. **Jim Lemke concern (15063 Parkwood Ct):** Lemke requests that the cul-de-sac not be sanded since he does not want sand washing into his rocked landscaping which directly abuts the tar roadway. Lemke has added a metal landscape barrier between his landscaping and the tar surface to prevent the washing of sand into his rocks. Rocks and barrier are located within the Township ROW, and is located immediately adjacent to the tar of the roadway with shoulder in place. Koopmeiners felt the barrier is in danger of being damaged by the snowplow. Regardless of how careful he is with plowing, he will not be able to see the barrier when covered with snow. Lemke will be informed of this. Clerk will draft correspondence informing Lemke that since the barrier and rocks are within Township ROW, it would be best to remove the barrier. Concerning

the winter sanding issue; sanding icy roads is a part of public safety and for that reason, the cul-de-sac will continue to be sanded when necessary.

Recurring Reports:

1. **Certificates of Real Estate Value** were received for Gene Casey-\$15,000, Ray Sowada-229,000), Brian Desmet -\$166,600
2. **Construction Site Permits** were received for Janorschke (32791 Spunk Tree Circle) Mark Konz (Deck screening 15586 360th St) from County –Shawn Williams Orchid Ct. (42’X28’ addition, 26’X16’ deck), Order of St.Benedict St. John’s (Solar garden), Scott Dirkes Parkwood Cir. (19’X20” addition), Sheryl Schneider Queens Rd. (58’X48’shed), Dennis Gerads 377th St. (16’X16’ addition, 6’X16’ deck)
3. There were no **County feedlot permits**, no **home-extended business permits** received, no **911 sign** requests, and no **Special Assessments Searches** done.

Announcements & Brief Reports:

1. Zoning letter for Orion Community Garden
2. St. John’s solar garden began construction around July 22. Some noise may be generated
3. Albany School Board: 5th Monday Meeting August 29 7:00 PM. RSVP. Sheila Mitchell 845-2171
4. Chuck Griffith extends his “Thank You” for the paving that has taken place on Shoreview Drive
5. MAT District 5 Meeting Notice: Thursday, August 18, 2016. 7:00 PM. Health and Human Service Center, Willmar.

Announcement of Next Meeting: The next regular meeting will be held on Wednesday, *September 7, 2016 at 7:30 PM.*

Adjournment: Merdan moved to adjourn the meeting at 9:18 PM. Second by Nelson. All in favor. Motion carried.

Respectfully submitted,

Marion Gondringer, Acting Clerk

Supervisor Approval:

date: _____

Richard Bresnahan

Roger Nelson

John Merdan

Avon Township

Cash Control Statement

For the Period : 5/1/2016 To 5/31/2016

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance
General Fund	\$79,476.98	\$1,436.48	\$15,995.38	\$64,918.08
Road and Bridge	\$165,125.22	\$0.00	\$14,844.50	\$150,280.72
Road Damage Deposit	\$1,600.00	\$0.00	\$0.00	\$1,600.00
Fire	\$7,586.92	\$0.00	\$0.00	\$7,586.92
General Capital Projects	\$60,013.95	\$0.00	\$0.00	\$60,013.95
Total	\$313,803.07	\$1,436.48	\$30,839.88	\$284,399.67

CLERK