

Minutes of the Meeting of the Avon Township Supervisors

May 4, 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 was going to be recorded.

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

Approval of Agenda: Nelson moved to approve the agenda with additions. Merdan second. All in favor. Motion carried.

Minutes: Nelson moved to approve the minutes of the April 6, 2016 meeting with two typographical corrections and the addition of two topics (high-speed internet, transportation bonding bill) that were discussed at the Capitol. Merdan second. All in favor. Motion carried. Nelson moved to approve the minutes of the April 27, 2016 Special Meeting. Merdan second. All in favor. Motion carried.

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

- Solar Garden/Orion Public Hearing** – The Planning Commission held a public hearing to consider a request by Orion Community Solar Gardens LLC. for a Conditional Use Permit to construct and operate an approximately 3 MW solar garden at Saint John's. The Supervisors approved this CUP request at the April 27, 2016 Special Meeting.
- Scanlon Variance** – The Planning Commission held a public hearing to consider a request by John & Jodi Scanlon, 37059 Pelican Lake Road (Avon, MN) for a variance of 23 feet to construct a garage 40 feet from the center-of-the-road. The Planning Commission supports the request on the condition that no door of any sort is permitted on the street-side of the structure. Nelson moved to approve the variance by John & Jodi Scanlon to construct a 16 x 20 shed 40 feet from the center-of-the road for a variance of 23 feet on the condition that there is no door on the street-side of the building. Merdan second. All in favor. Motion carried.
- Philippi Driveway Permit** – Mr. Tim Philippi appeared to request a permit for an additional driveway at 13997 325th St. (St. Joseph, MN). The Planning Commission has no objection to one additional driveway. The location of the driveway is flagged. It will require at least 15-inch culverts and aprons. Nelson moved to approve a permit for one additional driveway at the Philippi property on the condition that it has at least 15-inch steel culverts with aprons. Merdan second. All in favor. Motion carried.
- Driveway Permits** – The Planning Commission also discussed length of permits and situations in which a permit would be required. The Supervisors recommend that the permit should be valid for one year. The Supervisors recommend that the Planning Commission continue discussions and review existing County regulations, especially concerning in wetland/shoreland areas.

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 4/1/2016 to 4/30/2016 (*below*). The Clerk and Treasurer will change the address for all billing and correspondence, including vendors and banks, to the Town Hall. Martini provided a copy of the corrected Treasurer Financial Report for 2015, which is appended to these minutes and included with the Audit Board minutes. Nelson moved to approve the Treasurer’s report. Merdan second. All in favor. Motion carried.

For the Period : 4/1/2016 To 4/30/2016

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$87,379.07	\$616.13	\$8,518.22	\$79,476.98
Road and Bridge	\$171,242.58	\$0.00	\$6,117.36	\$165,125.22
Road Damage Deposit	\$1,800.00	\$0.00	\$200.00	\$1,600.00
Fire Fund	\$7,586.92	\$0.00	\$0.00	\$7,586.92
General Capital Projects	\$62,512.95	\$0.00	\$2,499.00	\$60,013.95
Total	\$330,521.52	\$616.13	\$17,334.58	\$313,803.07

Approval of Claims & Payroll: Martini presented the claims (2809 – 2833). The PERA claims for April were 2807 & 2808. Nelson moved to change the fee schedule to allow reimbursement for non-emergency chainsaw use. Merdan second. All in favor. Motion carried. Payment for meetings was clarified. The stipend for any meeting is \$55. If the meeting lasts more than four hours, an additional \$15 per hour is paid up to a total of \$100 per meeting. Merdan moved to send to Mr. Chris Ramler the invoice for the legal fees for the easement for an extended culvert on his property. Nelson second. All in favor. Motion carried. The following checks were voided: 8576, 8584, 8586, and 8588. Nelson moved to approve the payroll and claims. Merdan second. All in favor. Motion carried.

Town Hall Maintenance Report:

1. **Windows** – Koopmeiners will contact the manufacturer about the defective windows in the conference room.
2. **Maps** – Koopmeiners reported that frames are on back order.

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

Road Report:

1. **Roadwork** – Koopmeiners reported that he filled assorted potholes, installed signs, and cut trees/brush on assorted roads. The road maintenance inventory was updated to reflect the work. The results from the annual Road Inspection were examined.
2. **Tree Cutting** – Martini provided a copy of a MAT concerning rules pertaining to controlling trees and vegetation in road rights-of-way. Landowners should be alerted when large trees need to be cut. A form will be created.
3. **Culvert on 365th** – A quote to repair a culvert on 365th was received from Anderson Excavating and approved. However, the Supervisors rescinded the quote after they determined that the situation required immediate action and the contractor stated that he was unable to complete the work for six weeks. Lange Excavating was able to do the work immediately and was awarded the job. The Town

will always request two quotes for any job.

4. **Road Patches** – Quotes will be requested to patch frost heaves on the following roads: 360th St. W (160 x 22); Red Maple (110 x 22); Sara Lane (90 x 22 and 20 x 22); Tower Road (300 x 23 and 420 x 23); Shorewood (90 x 22); Lower Spunk Lane (120 x 16).
5. **Driveway Deposit** – After inspecting Red Maple Drive and observing road damage where a dumpster had been placed, Nelson moved to not return the driveway damage deposit from Mr. Greg Ramler and move the money into Road & Bridge. Merdan second. All in favor. Motion carried.
6. **Plowing Town Roads** – Residents are not permitted to plow Township roads.
7. **Graffiti** – Koopmeiners has been painting over graffiti on signs. He will try to use a transparent disposable covering over the sign.
8. **Oak Wilt** – the Town will avoid cutting oaks during times of the year when oak wilt is most likely to be spread. The cut surface of any oak that needs to be cut during the growing season will be sprayed with paint.
9. **Signs** – the Town will consider marking or engraving signs to minimize the likelihood that they would be stolen.

Nelson moved to accept the Road report and to approve Will Huston, Westwood Engineering, to prepare documents for quotes for road patching and a bid for resurfacing Norway Road. Merdan second. All in favor. Motion carried.

Public Hearings: *None scheduled.*

Scheduled Business:

1. **Achman Truck Parking** – Mr. Rock Achman appeared to request that his son be permitted to park a 73-foot truck in the Town Hall parking lot two to three times a month from about 8 PM to 4 AM. The truck is too big to turn around in his property. Nelson moved to allow Mr. Rock Achman's son to park a truck in the Town Hall parking lot two to three times a month. Merdan second. All in favor. Motion carried.
2. **Appeals Board Minutes** – Merdan moved to approve the minutes of the April 25, 2016 Appeals Board meeting as presented. Nelson second. All in favor. Motion carried.
3. **Conflicts of Interest** – Supervisor Nelson wrote a personal letter to the Stearns County Board of Adjustment in support of three hearings. However, the letter appeared to be written as though it was an official document from the Board. Everyone is reminded that it is a conflict of interest to write a letter stating a personal opinion using the Township name.

Other/Old Business: *none*

Recurring Reports:

1. There were no requests for a 911 sign.
2. A Certificate of Real Estate Value was received for Peterson (03.01186.0000; \$275,000)

- 3. Construction Site Permits were received for Huston (17559 360th St.; 50 x 70 shed); Tschida (13 x 32 garage addition; 37749 Sunnyfield Circle); Culligan (32301 Nob Hill; roof & entryway); Kleman (14324 355th; new home).
- 4. The County approved feedlot permits for Huston (17559 360th St.) and Pierskalla (37556 Co Rd 155)
- 5. No home-extended business permits were received.
- 6. Special Assessments Searches were performed for Leuthmers (34814 Co Rd 155), Bueckers (18302 Co Rd 9), and Dukowitz (PID 03.00977.000).

Announcements & Brief Reports:

- 1. The Spring 2016 Technology Exchange Newsletter was received.
- 2. The County is redoing some ditches with may mean residents will be assessed.
- 3. There were no complaints received about the recent bicycle race. Race organizers reported that some motorists were not very polite to them.
- 4. Mr. Edward Mosimon refuses to remove the Minimum Maintenance sign that is on his driveway.
- 5. A liquor license application was signed by the Clerk for the Pelican Lake Ballroom.
- 6. The Avon Area Lakes Association continues to meet. They have received 501c3 status. They are working on revising their by-laws, using a beetle to remove Eurasian milfoil and working on removing the floating bog from Linnemann Lake.
- 7. Midwest Asphalt sent an advertisement about their services.
- 8. Knife River will begin to operate a temporary asphalt plant at the Pierskalla/Ramler gravel site on May 2, 2016.
- 9. An application from the St. Anna Sportsmen’s Club to hold a fishing tournament on Two Rivers Lakes was signed.
- 10. MidCo provided information concerning services, packages, and price adjustments.

Adjournment: Nelson moved to adjourn the meeting at 9:37 PM. Merdan second. All in favor. Motion carried.

Announcement of Next Meeting: The next regular meeting will be held on Wednesday, May 4, 2016 at 7:30 PM.

Respectfully submitted,

Stephen Saupe, Clerk

Supervisor Approval:

date: _____

Richard Bresnahan

Roger Nelson

John Merdan

Raised

TREASURER FINANCIAL REPORT - YEAR ENDING 2015


Avon Township

For the Period 01/01/2015 to 12/31/2015

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance
General Revenue	\$ 86,772.05	\$ 175,507.61	\$ 165,729.40	\$ 96,550.26
Road and Bridge	\$ 52,341.94	\$ 231,764.83	\$ 95,491.43	\$ 188,615.34
Fire	\$ 6,097.17	\$ 62,191.51	\$ 62,464.00	\$ 5,824.68
Road Damage Deposit	\$ 1,000.00	\$ 1,000.00	\$ 200.00	\$ 1,800.00
Capital Reserve Fund	\$ 52,696.92	\$ 9,802.68	\$ 264.16	\$ 62,235.44
TOTALS	\$ 198,908.08	\$ 480,266.63	\$ 324,148.99	\$ 355,025.72

Bank Accounts and Balances for year ending 2015

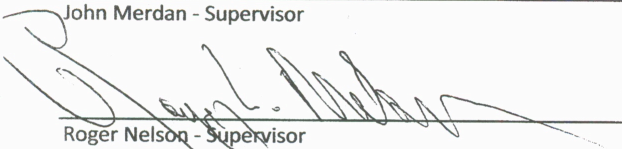
Avon Checking:	\$ 51,903.84	Checking Avon:	\$ 18,969.94
outstanding checks:	\$ (32,933.90)	MMR Avon Bank:	\$ 225,805.30
Checking Balance:	\$ 18,969.94	MMR Credit Union:	\$ 110,250.48
Total Balance in all accounts:		\$ 355,025.72	


 Richard Bresnahan - Supervisor

4. 6 2016
 Date


 John Merdan - Supervisor

4 '6, 2016
 Date


 Roger Nelson - Supervisor

04-06-2016
 Date