

Minutes of the Meeting of the Avon Township Supervisors

January 4, 2017

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.

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

Minutes: Merdan moved to approve the minutes of the December 7, 2016 meeting as presented. Nelson second. All in favor. Motion carried.

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

1. **Spellacy Certificate of Compliance** – Mr. Kevin Spellacy appeared at the Planning Commission meeting to request a Certificate of Compliance for a boundary line correction between his property (PID 03.00849.0000) and a neighboring property (PID 03.00855.0000). The PC recommends approval. Mr. Spellacy was present to answer questions. Nelson moved to approve the Certificate of Compliance for Mr. Spellacy. Merdan second. All in favor. Motion carried.
2. **Larson Conditional Use Permit Hearing** – The Planning Commission held a public hearing to consider a request by Erik & Ashley Larson for a Conditional Use Permit for a conventional subdivision of their property (PID 03.00910.0003) in the Avon Hills Environmental Overlay district. Mr. Larson attended this meeting but did not have drawings or other information to show the proposed location for his building envelope. As a consequence the hearing was continued to the next meeting. A neighbor has applied for a feedlot permit that may affect the placement of the Larson building site because their tentative location would be less than 700 feet away. This won't be known with certainty until after a variance hearing on the feedlot permit at the County. Since the County received the feedlot permit first, it takes precedence over the Larson building site placement. If approved, the Larson's will either need to find a different building site on their property or apply for a County variance to build closer to the feedlot than 700 feet. The Supervisors took no action pending the Planning Commission hearing.
3. **Annual Meeting** – the PC discussed possible agenda items including funding for road repair and voting equipment.

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 12/1/2016 to 12/31/2016 (*below*). Martini is trying to determine why there is a \$0.79 error in the Town's favor; she will continue to look and report at the next meeting. Nelson moved to approve the Treasurer's report. Merdan second. All in favor. Motion carried.

For the Period : 12/1/2016 To 12/31/2016

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$38,775.01	\$72,192.41	\$6,738.75	\$104,228.67
Road and Bridge	(\$38,672.68)	\$88,016.81	\$13,468.13	\$35,876.00
Road Damage Deposit	\$1,850.00	\$200.00	\$0.00	\$2,050.00
Fire Fund	\$11,161.63	\$28,844.01	\$31,308.50	\$8,697.14
General Capital Projects	\$62,308.98	\$4,370.97	\$0.00	\$66,679.95
Total	\$75,422.94	\$193,624.20	\$51,515.38	\$217,531.76

Approval of Claims & Payroll: Martini presented the January claims (3004 – 3017). The PERA claims for December were 3002 & 3003. If anyone is hired, unless there is an emergency, before beginning work they must complete necessary Township paperwork including an I-9. Nelson moved to approve the payroll and claims. Merdan second. All in favor. Motion carried.

Town Hall Maintenance Report: Presented by Mr. Joseph Koopmeiners:

1. **Fire Extinguishers** – typically serviced in May.
2. **Utility Room** – seems rather chilly in cold weather. Koopmeiners leaves the door open to allow for better heat circulation

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

Road Report: Presented by Mr. Joseph Koopmeiners:

1. **Roadwork** – Trees and branches were cleared from a variety of roads after the storm around Christmas. Discarded gas tanks and tires were removed from the Cardinal's Nest road right-of-way. A summary of roadwork done from March through December was prepared; it will serve to document road maintenance for future planning.
2. **Norway Road Project** – Huston will contact Harddrives to let them know that funding was not received for the project and that it is on hold. At this time there are no projects for which bids will be sought.
3. **Snow** – roads are somewhat icy after recent storms. The salt/sand mix is working well and we will hopefully have enough for the remainder of the winter. When the shed is one-quarter full, we will order more. The key was returned from Mr. Hinnekamp. Mr. Ryan Klaphake was hired to replace Mr. Duane Weilenberg for the remainder of this year. Mr. Rock Achmann will fill-in as needed. Several residents are plowing snow across the road. The Clerk will send them a letter informing them that this practice is illegal. Repeat offenders will be directed to our attorney and/or Sheriff. Two individuals are plowing their street/cul-de-sac; this is not permitted either and they will be requested to stop. New cutting edges were purchased/installed. They should last about four years. Drivers Koopmeiners, Hinnekamp, and Weilenberg successfully completed the MNDOT Driving Simulator Training Course – Hazard Avoidance.
4. **Signs** – Nelson moved to replace the arrow signs (>) on Norway Road with new, reflective ones. Merdan second. All in favor. Motion carried. Koopmeiners will order and install.

Public Hearings: *None scheduled.*

Scheduled Business:

1. **Board of Appeals Meeting** – the County Assessor’s office has scheduled the annual Board of Appeals & Equalization meeting for on April 24, 2017 at 7:00 PM in the Avon Township Hall. The Clerk will publish and post.
2. **Audit/Budget** – Supervisors will work on the budget for next year at the February meeting. Nelson moved to hold the Board of Audit meeting on Wednesday, February 8 at 7:30 PM in the Town Hall. The Clerk will publish and post.
3. **Girl Scouts** – The Supervisors agreed that it was okay for them to change their meetings from the first and third weeks in January to the second and fourth.
4. **Web Site Update** – Our web site is currently up and running after a long struggle. It will likely need to be redesigned using a program other than WordPress, which is apparently prone to hacking. Our web host had been difficult to work with but finally appears to be more responsive to our needs.
5. **Meetings** – Supervisor and Planning Commission meetings will be held the first and last Wednesday of the month, respectively. Among the topics on the agenda at the annual meeting will be financing future roadwork and elections equipment.
6. **Election Update** – Nelson moved to approve Resolution 01-04-17-1 (Appointing Judges for the March Election). Merdan second. All in favor. Motion carried. Merdan moved to approve Resolution 01-04-17-2 (Appointing Absentee Ballot Board for the March Election). Nelson second. All in favor. Motion carried. The affidavit of candidacy period is now open until January 17th. The Town Hall will be open from 1:00 – 5:00 PM on Jan 17. We may need an Emergency Election plan (204B.181). Martini attended an elections meeting at the County. She reported that the Township did a good job in the general election but based on issues that arose in other jurisdictions, the County reminded: (a) typos in the roster go on the corrections page; (b) a name change requires re-registration; (c) curbside registration documents should be clipped to the appropriate page in the roster; (d) pages should not be removed from roster; and (e) be sure that the voter is in the correct precinct. In the General Election 16% of County residents voted absentee. In the Township, the rate was 9.1%.

Other/Old Business: *none*

Recurring Reports:

1. There were no requests for a 911 sign.
2. Certificates of Real Estate Value were received for Mohs (\$500); Heitzmann (3 parcels, \$500 each); Pullins (\$0); Smith (\$0); Scenic View Estate (\$500); and Kurtz (\$500).
3. Construction Site Permits were received for Reis (32097 Narnia Land; garage, deck, shed) and Achmann (15524 Queens Road; shed).
4. A County feedlot permit was received for Pierskalla Poultry (37556 Co Rd 155).
5. No home-extended business permits were received.
6. No Special Assessments Searches were performed.

Announcements & Brief Reports:

1. Bresnahan reported that the Solar Garden at Saint John’s is now operating at full power.
2. The Town will send a get-well card to Mr. Weilenberg.
3. Our membership in the *Beacon* program expired but we now have access again.

