

**Avon Township Supervisors Meeting – July 11, 2018**  
**Tentative Agenda**

1. Call to order – 7:00 PM; Avon Township Hall, Queens Road, Avon (MN)
2. Pledge of Allegiance
3. Roll Call
4. Approval of agenda
5. Approval of minutes – *June 6, 2018 meeting*
6. Planning Commission Report
  - a. Blonigen Variance
  - b. Maciejewski Certificate of Compliance
  - c. Gertken Solar garden landscape plan
  - d. Rausch gravel pit
  - e. Bridge on 135<sup>th</sup> over I-94 scheduled for work summer 2019 (detour traffic to Norway Rd; avoid college schedule)
7. Treasurer’s Report – *Kelly Martini*
  - a. Standard & Poor – update/report (Huston)
  - b. Report of Significant Events disclosure report by DDA – 2018
  - c.
8. Approval of Claims & Payroll – *Kelly Martini*
  - a. Approve return of driveway permit deposit – Bullert
  - b.
9. Town Hall Report – *Joe Koopmeiners*
  - a. Hail storm damage – Insurance/claim update
  - b. Power box work update
  - c.
10. Road Report & Roadwork Update – *Joe Koopmeiners*
  - a. Monthly roadwork update (*including plowing, sanding*)
  - b. Anderson driveway
  - c. Salt/sand discussion & order authorization
  - d. 135<sup>th</sup> Avenue – request from St. Wendel Twp to seal coat; update on ditch repair
  - e. 360<sup>th</sup> Culvert update
  - f. Tower Road guard rail update
  - g. 911 sign placement
  - h. Weed inspection – update, results, letter approval
  - i. Stearns County Highway 5-year Road Plan received – Co Rd 54 planned for 2022; Town road planning?
  - j.
11. Public Hearings – *none scheduled*
12. Scheduled Business
  - a. Elections: Update (12 trained judges, 7/shift, training scheduled, 3 head judges); Resolution 07-11-18 appointing judges; schedule PAT
  - b. Garage on Red Maple Road
  - c. Construction site permit approval in shoreland
  - d. Approval of letters to Sunrise Energy Ventures
  - e. *Enterprise* contribution ideas – Upcoming election

13. Other Business (*added at meeting*)
  - a.
  - b.
14. Old Business – Inventory, logo
15. Signatures / Documents / Treasurer
16. Recurring Reports
  - a. 911 Sign Requests – an inquiry was received from Schwalbe Dairy
  - b. Construction Site Permits – Raab (35428 Co Rd 155); Wunderlich (36391 Pelican Lake Road, 42 x 60 shed); Soenneker (17162 Marsh Lane, bath addition)
  - c. Feedlot Permits – *none*
  - d. Special Assessment Searches – US Bank (15678 Parkwood Circle); Surma (15765 Parkwood Circle); 19308 Two Rivers Road; Klocker (35389 Co Rd 155); Zimmerman (13977 Co Rd 159);
  - e. Stearns County Hearings & Actions – Blattner CUP – July 18 – Major Shoreland Alteration; Justin Variance – July 27 (build closer to OHWL)
17. Announcements & Brief Reports
  - a. Stearns County Sheriff Newsletter received
  - b. Order Approving Annexation received
  - c. MN Digital Government Summit – August 15, 2018, Saint Paul River Centre
  - d. Bridge on 135<sup>th</sup> over I-94 scheduled for work summer 2019
  - e. LWV Forum – October 17, 7 PM
18. Announcement of next meeting: *August 1, 2018 at 7:00 PM*
19. Other Upcoming Meetings: *none scheduled*
20. Adjournment

**Note:** *The Clerk may record the proceedings of this meeting to insure accuracy of the minutes. The recording will be deleted upon completion of the minutes and will not become public. See Resolution 01-03-18-1.*

# Minutes of the Meeting of the Avon Township Supervisors

June 6, 2018

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

**Call to Order:** Chair Huston called the meeting of the Avon Township Supervisors to order at 7:00 P.M. in the main chamber of the Avon Township Hall.

**Pledge:** The Pledge of Allegiance was recited.

**Roll Call:** Present – Will Huston, Mike Linn, Kelly Martini, John Merdan, and Stephen Saupe. Also present – Ken Mergen (*Planning Commission*), Marion Gondringer (*Deputy Clerk*), Paul Buttweiler (*Deputy Treasurer*), and Joe Koopmeiners (*Maintenance*).

**Approval of Agenda:** Linn moved to approve the agenda as presented. Merdan second. All in favor. Motion carried.

**Minutes:** Merdan moved to approve the minutes of the May 2, 2018 meeting as presented. Linn second. All in favor. Motion carried.

**Ceremony to Honor Service to the Township:** A brief ceremony was held to honor service to the Township by Richard Bresnahan (30 years, Planning Commission & Board of Supervisors), LeRoy Gondringer (30 years, Planning Commission & Board of Supervisors), and Gerry Kremers (12 years, Planning Commission). The accomplishments of each were cited, they were awarded a plaque, photos were taken, and there was a short reception. Donna Kremers, Gerry's wife, accepted the award posthumously for Gerry who passed in late January.

**Planning Commission Report** – Presented by Ken Mergen, Chair:

- Gertken Solar Garden Projects** – Mr. Chuck Beisner requested extensions for the CUP's approved last year for the Stearns Community One and FastSun solar projects on the Gerken property. The volatility of markets and tariffs means that they will not begin construction within the year timeframe. The Planning Commission unanimously supports the request. Huston moved to approve a one-year extension of the FastSun CUP to construct a solar garden on the Gertken property. Merdan second. All in favor. Motion carried. Huston moved to approve a one-year extension of the Stearns Community Solar One CUP to construct a solar garden on the Gertken property. Linn second. Mr. Beisner submitted a landscape plan for the project. Due to the nature of the soils, the Planning Commission recommended using a shrub other than red-twig dogwood. In addition a third species was recommended for diversity. Huston moved to approve the landscape plans for the FastSun Solar Garden project and the Stearns Community One Solar Garden project on the condition that the two listed shrubs (nannyberry, red-twig dogwood) are replaced by gray dogwood (*Cornus racemosa*), nannyberry (*Viburnum lentago*) and a third species suggested by the company such as American hazel (*Corylus americana*) or chokecherry (*Prunus virginiana*). Linn second. All in favor. Motion carried.
- Rushmeyer Driveway Permit** – Mr. Lowell Rushmeyer requested a driveway permit for his property on Tower Road. The Planning Commission supports the request because it meets all Town requirements. Linn moved to approve a driveway permit for Mr. Lowell Rushmeyer to install a maximum 24-foot wide driveway on his property in the proposed location on the condition that it

matches both upstream and downstream steel culvert size (15 inch), including aprons. Merdan second. All in favor. Motion carried.

3. **Bullert Driveway** – Jeff Lange, acting as a representative for Dan & Marie Bullert, 18703 Two Rivers Road, requested a driveway permit to widen and modify an existing driveway. There is an existing 15-inch culvert that is 28 feet long. The culvert will be extended 8 feet and aprons will be added on both sides. There will be a 22-foot road top. The Planning Commission supports the request. Linn move to approve a driveway permit for Dan and Marie Bullert on the condition it have a 15-inch steel culvert, with aprons and is no more than 24 feet wide. Merdan second. All in favor. Motion carried.
4. **Rausch Gravel Pit** – A request was received to close the Rausch gravel pit, Section 30, and return the bond. It was examined on road inspection and little topsoil was observed. The Planning Commission recommends taking no action until it is restored to the specifications of the original CUP or Township standards. The Supervisors will hold the bond until it can be determined if the landowners are satisfied with the existing restoration and whether or not there will be further restoration work.
5. **Fire Department Generator** – The City and Fire Chief alerted the Town that the existing generator is inadequate to meet needs and that it requires too much maintenance. They plan to purchase a new one and quotes are being solicited. We don’t know what will happen to the existing generator.
6. **Enterprise** – the award ceremony will be the next topic for our contribution to the *Enterprise*.

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

**Treasurer’s Report:** Martini read the Treasurer’s Report and presented the Cash Control Statement for the period 05/01/2018 to 05/31/2018 (*below*). Linn moved to approve the Treasurer’s report. Merdan second. All in favor. Motion carried.

For the Period : 5/1/2018 To 5/31/2018

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$105,129.41	\$533.77	\$8,909.74	\$96,753.44
Road and Bridge	\$192,033.79	\$0.00	\$7,693.42	\$184,340.37
Road Damage Deposit	\$1,450.00	\$0.00	\$0.00	\$1,450.00
Fire Fund	\$7,826.49	\$0.00	\$31,364.50	(\$23,538.01)
General Capital Projects	\$41,507.47	\$0.00	\$0.00	\$41,507.47
<b>Total</b>	<b>\$347,947.16</b>	<b>\$533.77</b>	<b>\$47,967.66</b>	<b>\$300,513.26</b>

**Claims & Payroll:** Martini presented the June claims (3336-3352). May PERA claims were 3333 & 3334. The first June PERA claim was 3335. Checks 9347, 9348, 9350, and 9354 were voided; the first three because the computer shut down before they printed and the last because an updated invoice was received. Updated signatures are required by the bank – Martini will provide the necessary materials. Standard & Poor upgraded the Township rating from A to A+ and requested a conversation for additional information. Huston will serve as the Town representative. Merdan moved to approve the payroll and claims. Linn second. All in favor. Motion carried.

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

1. **Potential Hail Damage** – The Town Hall complex may have sustained damage during the recent hailstorm. Koopmeiners will contact the insurance adjustor. Among known damage – the flag and rigging were blown away during the storm. Koopmeiners reported that renting a lift to repair it would cost \$110 for four hours.
2. **Power Box** – the wires are exposed. Koopmeiners was authorized to get a quote from local electricians to repair. He will dig out the pipe to save money.
3. **Parking Lot** – was sprayed for weeds.
4. **Furnace** – the air filter was replaced.

Linn moved to approve the Town Hall report. Merdan second. All in favor. Motion carried.

**Road Report**

1. **Road/Maintenance Report** – Among the projects that were completed included adding gravel to 360<sup>th</sup>, ditchwork on Nob Hill, grading gravel roads, repairing potholes on Norway Road and Lower Spunk Lane, and maintaining summer equipment (*i.e.*, mowers, chain saws).
2. **Salt/Sand** – Koopmeiners was authorized to get quotes for salt/sand for delivery in August to avoid freeze-up problems that we had this year.
3. **Ditch on 135<sup>th</sup>** – Linn moved to approve a quote from Lange's to repair the 135<sup>th</sup> ditch for \$2720. Merdan second. All in favor. Motion carried.
4. **Culvert on 360<sup>th</sup>** – Koopmeiners will contact Lange's for a quote to repair the culvert on 360<sup>th</sup>.
5. **Mowing** – Koopmeiners was authorized to begin ditch mowing. He will begin brushing this week.
6. **Ditch 25** – the culvert at Meadowview has been cleaned out by the County.
7. **Bear** – a black bear was recently spotted on the Lake Wobegon Trail near Meadowview Road.
8. **911 Sign Installation** – the policy is that the Town installs 911 signs and posts. 911 signs are often placed on mailbox posts.
9. **Tower Road Guard Rails** – Will need to be repaired.
10. **Road Inspection** – Linn moved to approve the Road Inspection Report (*appended*). Merdan second. All in favor. Motion carried.
11. **Weed Inspection** – a note was received from Bob Dunning to remind the Town of weed inspection responsibilities.

Merdan moved to approve the Road report. Linn second. All in favor. Motion carried.

**Public Hearings:** *None scheduled.*

**Business:**

1. **MAT Cards** – Minnesota Association of Township cards were distributed.
2. **Employee Contract** – The employment contract between Avon Township and Joseph Koopmeiners was signed.
3. **Girls Scouts** – The local Lake & Pines Girl Scouts requested hosting a parent information night at the Town Hall on September 18, 2018 from 6 – 7:00 PM. Linn moved to approve the request. Merdan second. All in favor. Motion carried.
4. **Enterprise** – the main topic will be a discussion of contributions by past Town officers.

**Other/Old Business:**

1. The inventory is in progress.
2. MOU with the County
3. Logo

**Signatures / Documents / Treasurer:** documents were signed as necessary.

**Recurring Reports:**

1. There was one request for a 911 sign (Troy Studniski).
2. Construction Site Permits were received for Lizbeth Mohs (12 x 18 shed); Denis & Stephanie McGuiness (70 x 30 accessory structure, 16 x 24 greenhouse); and Patrick & Kim Hoffman (14 x 18 porch addition).
3. No Feedlot Permits were issued.
4. One Special Assessment Search was completed.
5. There were no relevant County hearings.

**Announcements & Brief Reports:**

1. A liquor license for Pelican Lake Ballroom was signed.
2. A permit for the St. Anna Sportsmen's Club Fishing Tournament (May 19) was signed.
3. MAT is promoting transportation and broadband proposals.
4. The Town received a notice from MNDOT that no overweight permits should be issued for Bridge 83872 (on 135<sup>th</sup> Ave over I-94 near Saint John's) until it is repaired because it is structurally-deficient.
5. County Road 50 will be resurfaced; expect delays.
6. Midco reported a change in prices.
7. MAT Summer Training will occur on June 18 in St. Cloud (Holiday Inn).
8. The *Technology Exchange Newsletter* was received.
9. A letter concerning the Town decision about the Himsl driveway permit was sent.
10. The Minnesota Benefit Association offers Term Life Insurance for Town Officers.
11. A resident contacted the Town about provisions for additional building credits for temporary supportive care. The resident was advised to call the County Environmental Services.

**Announcement of Next Regular Supervisor Meeting:** The next regular meeting will be held on Wednesday, July 11, 2018 at 7:00 PM (*this is a week later than normal because of the July 4<sup>th</sup> holiday*).

**Announcement of Other Town Meetings:** *None, other than the regularly scheduled Planning Commission and Supervisor meetings.*

**Adjournment** – Merdan moved to adjourn the meeting at about 9:00 PM. Linn second. All in favor. Motion carried.

Respectfully submitted,  
Stephen G. Saupe, Clerk

Clerk signature: \_\_\_\_\_

**date:** June 17, 2018

**Supervisor Signatures:**

date: \_\_\_\_\_

\_\_\_\_\_  
Will Huston

\_\_\_\_\_  
Mike Linn

\_\_\_\_\_  
John Merdan

## Avon Township Road Inspection

**Date of inspection:** May 19, 2018

**Present:** Will Huston, John Merdan, Mike Linn, Joe Koopmeiners

Avenues	Notes / Observations
135 <sup>th</sup> Ave.	Dig out ditch; clear tress on east side of culvert; quote from Lange's
140th Ave.	Fill potholes; keep eye on it
145th Ave.	37574 – Dead tree at- cut down, tree service
154th Ave.	33208 – obstruction in ROW
160th Ave.	Culvert in road approach – goat farm
165th Ave. N	N – good
165th Ave. S	S – fence on ROW; blade road
175th Ave.	
182nd Ave.	
185th Ave. (north section near Landing)	
185th Ave. (mobile home park)	
186th Ave.	
188th Ave.	
190 <sup>th</sup> Ave.	
Streets	
1st St. SE	
325th St.	
331st St.	
355th St.	
360th St. (E of 155, Macjieski)	Add gravel by stop sign – 6 yards
360th St. (W of 155; Pierskalla)	Add gravel by stop sign – 6 yards
360th St. (Preusser)	Add gravel, for sure by winter, on frost heave; watch frost heave
360 <sup>th</sup> St. (west)	
363 <sup>rd</sup> St.	
365th St.	
365 <sup>th</sup> (min)	Grade; add class 5 in cul-de-sac – 12 yards
370th St. (W of 155; min. maint.)	Grade; added gravel last year
370th St. (off Cty Rd 9)	
370th St. (E of 155)	
377 <sup>th</sup> St.	
Named Roads	
Cardinals Nest	



Highland Terrace	
Koppy Lane	Watch pothole – see if it gets worse, patch
Lower Spunk Lane	34097 – cable lines too low; pull gravel back in turn around
Meadow View Road	Culvert needs to be cleared out per County
Narnia Lane	
Nob Hill Drive	32091 – fix ruts on east side of road
Nob Hill Drive (north)	
Noble Oak Circle	17278 – send letter to trim trees – Joe will trim
Nordica Road	
Norman Road	
Norway Road	Apply for grant – do very little maintenance; keep center good
Orchid Court	
Parkwood Circle	Fill potholes
Peach Drive	
Pelican Lake Road	
Plum Hill Lane	
Princewood Road	
Quaker Road	
Queens Road	
Red Maple Drive	
Red Oak Circle	
Riley Court	
Sara Lane	
Shorewood Drive	Who owns cul-de-sac – it is busted up; fill potholes
Springwood Lane	
Spunk Tree Circle	
St. Anna Drive	
Sunnyfield Circle	
Tower Road	Fix guard rail where car hit and bent it
Two Rivers Road	Bump sign
Upper Spunk Lake Road	
<b>General Comments</b>	Rausch Pit – should plant something, bare now, no topsoil Trim trees/brush on all roads

## Resolution No. 07-11-18

### RESOLUTION APPOINTING ELECTION JUDGES FOR THE PRIMARY & GENERAL ELECTION IN AVON TOWNSHIP

**WHEREAS**, Minnesota Statutes Section 203B.21, subd.2 requires the Town Board, as the governing body of the Town, to appoint election judges;

**NOW, THEREFORE LET IT BE RESOLVED:** That the Town Board for the Town of Avon hereby appoints the following individuals to serve as election judges during the August Primary and/or November General elections, provided they have received appropriate training and comply with all other applicable statutes and rules:

Deb Angulski	Kelly Martini (Head)
Lisa Baker	Jane Merdan
Sharon Beach	Ken Mergen (Head)
Richard Beach	Bev Nathe
Marion Gondringer (Head)	Sue Rushmeyer
Joyce Hess	Stephen Saupe

**BE IT FURTHER RESOLVED:** That the Town Board for the Town of Avon hereby authorizes any election judge to be compensated as required by Minnesota Statutes Section 204B.31, in an amount designated by the Avon Township Salary & Fee Schedule, which is not less than the prevailing Minnesota minimum wage.

Adopted by the Avon Township Board of Supervisors this 11<sup>th</sup> day, in the month of July in the year 2018.

**BY THE TOWN BOARD**

	Yes	No	Abstain
Supervisor _____ Will Huston	___	___	___
Supervisor _____ Mike Linn	___	___	___
Supervisor _____ John Merdan	___	___	___

**Attest:**

\_\_\_\_\_  
Stephen Saupe, Clerk

\_\_\_\_\_  
date

