

Minutes of the Annual Meeting of Residents of Avon Township Stearns County, MN

March 8, 2016

Avon Town Hall – 16681 Queens Road, Avon MN 56310

Call to Order: Clerk Stephen Saupe called to order the Annual Meeting of Avon Township at about 8:30 PM.

Pledge: The Pledge of Allegiance was recited.

Recording: It was announced that the meeting would be recorded. The recorder was turned on.

Introductions: Township Board members and staff were introduced. Approximately 40 residents were in attendance.

Nomination and Election of Moderator: Mr. Ken Mergen nominated Mr. Lee Larkey for moderator. Mr. Richard Bresnahan second. All in favor. Motion carried. Mr. LeRoy Gondringer moved to close nominations. Mr. Paul Buttweiler second. All in favor. Motion carried. Mr. Larkey was unanimously elected as moderator.

Election Results: Richard Bresnahan was elected to a three-year term as supervisor and Stephen Saupe was elected to a two-year term as Clerk.

Approval of Agenda: Mr. LeRoy Gondringer moved to hold the Fire Report before the Planning Commission report. Mr. Gerry Kremers second. All in favor. Motion carried. Mr. LeRoy Gondringer moved to approve the modified agenda. Mr. Roger Nelson second. All in favor. Motion carried.

Minutes: Clerk Saupe read the minutes from the 2015 Annual Meeting. Mr. Ken Mergen moved to approve the minutes. Mr. Denis McGuiness second. All in favor. Motion carried.

Board of Audit Report: Clerk Saupe read the Board of Audit report. As the report was read a mistake was noted: receipts and disbursements in the Fire Fund and Road Damage Deposit funds were apparently switched. Mr. LeRoy Gondringer moved to table until later in the meeting. Mr. Paul Buttweiler second. All in favor. Motion carried. Approval of the report was tabled. At the end of the meeting, The Treasurer confirmed that the amounts listed for receipts and disbursements in the Fire Fund and Road Damage Deposit funds had accidentally been switched and that the correct values are as follows: Fire Fund Receipts – \$62,191.51, Fire Fund Disbursed - \$62,464.00; Road Damage Deposit Receipts - \$1,000, Road Damage Deposit Disbursed – \$200.00. Mr. Steve Plantenberg moved to accept the amended Audit Board report. Mr. Richard Bresnahan second. All in favor. Motion carried.

Fire Department Report: Assistant Fire Chief Adam Pogatschnik and Treasurer Gary Schmitz presented the Fire Department Report. They reported that during the past year the department responded to 48 medical and 14 fire calls in the Township (compared to 22 medical/5 fire in Colledgeville Township; 34 medical/9 fire in the City). There were also 13 interstate and 6 mutual aid calls. There were a total of 151 calls involving 2,014 total hours. This doesn't include the time firefighters spent training and in meetings. There were three major fundraisers (Blattner Golf Outing, Spunk Days raffle, calendar sales). All equipment is paid for. There are some capitol reserves in place. The new brush rig was put in service in June. Gene Kostreba retired after 30 years. Two new members were hired in 2015. The department is

at 24 fully trained firefighters. A new washing machine was purchased. A FEMA grant was submitted for 2016. Mr. Denis McGuiness moved to approve the Fire Report. Mr. Gerry Kremers second. All in favor. Motion carried.

Planning Commission Report: Planning Commission Chair, Mr. LeRoy Gondringer, presented the Planning Commission report. Among the items that were addressed was a Saint John's Solar Garden Conditional Use Permit, rezoning and growth in the St. Anna area, and approval of events on Town roads (*i.e.*, bike races). All building permits handled by Stearns County. Mr. Joe Koopmeiners moved to approve the Planning Commission Report. Mr. Will Huston second. All in favor. Motion carried.

Joint Planning Board Report: Mr. Ken Mergen presented the Joint Planning Board report. The next meeting is scheduled for the end of March. The agreement with the City was renewed. The Town has a great working relationship with the City. The City Administrator resigned and will be replaced. The City is concerned with drainage issues that may affect the Town. Avon Estates is slowly growing. A plan for an assisted-living facility is currently on hold. The Board considered a request for a building permit by Mr. Swenson. Mr. Paul Buttweiler moved to approve the report. Ms. Marion Gondringer second. All in favor. Motion carried.

Road Report: Supervisor John Merdan presented the Road Report (appended). No roads were tarred but two will be resurfaced during 2016 (365th St. & 165th Ave). There was some patching on Norway Road and several roads were rubberized. We only used about half of our salt-sand mix for this year. Mr. Denis McGuiness moved to approve the Road Report. Mr. LeRoy Gondringer second. All in favor. Motion carried.

Aquatic Invasive Species – Mr. Denis McGuiness, Avon Area Lakes Association, addressed the meeting to update residents. In 2015, Middle Spunk and Lower Spunk lakes were surveyed and treated (hand-picking) for Eurasian milfoil. Funding was provided by grants and donations. Mr. McGuiness requests that the levy include \$2000 for future aquatic invasive species mitigation.

Appropriation of Township Budget for 2017: Four years remain to pay off the bond on the building. The proposed budget for 2017 was presented (appended). The Supervisors recommend a 2017 levy of \$424,100, which is the same as the past few years. The Town will pay the City for fire service in two installments. Mr. Ken Mergen moved to approve the Town budget for 2017. Mr. Gerry Kremers second. All in favor. Motion carried.

Levy Approval for 2017: Mr. Ken Kierzek moved to increase the Road & Bridge Fund levy by \$2,000 for the control of aquatic invasive species. There was a second (the name of the woman making the motion was inadvertently not recorded and the name was not provided in the recording of the meeting). All in favor except one opposed. Motion carried. Mr. Paul Buttweiler moved to approve a General Revenue levy of \$155,000 for 2017. Mr. Gerry Kremers second. All in favor. Motion carried. Mr. Richard Bresnahan moved to approve a Road & Bridge levy of \$201,100 for 2017. Mr. Denis McGuiness second. All in favor. Motion carried. Mr. Richard Bresnahan moved to approve a Fire Fund levy of \$68,000 for 2017. Mr. Steve Plantenberg second. All in favor. Motion carried. Mr. Richard Bresnahan moved to approve a Capital Reserve levy of \$2,000 for 2017. Mr. Ken Mergen second. All in favor. Motion carried. Mr. Richard Bresnahan moved to approve a Total levy for 2017 of \$426,100. Mr. Denis McGuiness second. All in favor. Motion carried.

Official Posting Places & Newspaper: Mr. Ken Mergen moved that the Township Hall, *Dahlin's* and *The Store* be the legal posting places. Mr. LeRoy Gondringer second. All in favor. Motion carried. Mr. LeRoy Gondringer moved that the *Albany Enterprise* be the legal newspaper for the Town. Mr. Ken Kierzek second. All in favor. Motion carried.

Poll Hours & Annual Meeting: Mr. LeRoy Gondringer moved to hold the 2017 Annual Town Election at the Avon Township Hall on the second Tuesday of March from 2:00 – 8:00 PM and the Annual Meeting on the same day at 8:30 PM. Mr. Joe Koopmeiners second. All in favor. Motion carried.

Memorials & Awards Funding – Mr. LeRoy Gondringer moved to allow the Supervisors to spend a maximum of \$250 on awards, memorials and recognition. Mr. Denis McGuinness second. Motion carried. All in favor.

Other: none

Adjournment: Mr. Denis McGuinness moved to adjourn the meeting at approximately 9:33 PM. Mr. Ken Kierzek second. All in favor. Motion carried.

Respectfully submitted,
Stephen G. Saupe, Clerk

Signatures

Lee Larkey, Moderator

date

Stephen Saupe, Clerk

date

THE ROAD REPORT

We did not do any major road tarring in 2015. We are planning on doing 365th St and 165th Ave this year.

We continue to cut trees in the right of way, to spray for weeds and mow the ditches.

We did some patching on Norway Rd and Tower Rd and routered and rubberized the following roads:

Tower Rd	Queens Road
Two Rivers Road	355 th Street
St Anna Road	365 th Street
182 nd Avenue	370 th Street
Norman Road	Upper Spunk Road

We used only about half of our salt-sand supply and the amount of snowplowing was down.

Submitted by,



John Merdan, Supervisor

Table 3: Avon Township Proposed Budget – Year 2017

	Expense	Income	Levy Amount
GENERAL REVENUE			
Payroll – including PERA, Medicare, IRS, MN Revenue	31,000		
Office Supplies	1,000		
Mileage	1,500		
Elections - judges, machines	5,000		
Stearns County - Assessments, Taxation, etc	13,500		
MN Assoc of Townships - Workers Comp	7,000		
Township Association Dues	1,700		
Legal Notices	2,000		
Attorney Fees	3,000		
Utilities	7,500		
Compost / garbage	1,000		
Facility Debt Payment	76,000		
Miscellaneous	9,300		
Permits, licenses, public hearings, etc.		2,000	
Midcontinent Cable		2,500	
Total	159,500	4,500	155,000
ROAD & BRIDGE			
Payroll – including PERA, Medicare, IRS, MN Revenue	48,000		
Road maintenance & repair	11,300		
Fuel	11,000		
Truck maintenance	14,000		
Salt sand	18,000		
Shop Materials	1,200		
Reconstruction & improvements	125,600		
Signs	2,000		
Gas & gravel tax		32,000	
Total	231,100	32,000	199,100
FIRE			
Fire protection fees	68,000		
Total	68,000	0	68,000
CAPITAL IMPROVEMENT			
Capital fund	2,000		
Total	2,000	0	2,000
Grand Total	460,600	36,500	424,100