

2026 AVON TOWNSHIP ANNUAL MEETING MINUTES

March 10, 2026

Call to Order: Acting Clerk Marion Gondringer called to order the 2026a Annual Meeting of Avon Township at about 8:50 PM in the Main Chamber of the Avon Township Hall, 16881 Queens Road, Avon (MN). This meeting, like all Township meetings, was also available on Zoom at the following URL: <https://us02web.zoom.us/j/8325486945> (Pass code: AvonTown).

Pledge of Allegiance: The pledge was recited.

Welcome & Introductions: Acting Clerk Gondringer welcomed residents to the Annual Meeting and introduced the Town staff who were present. These included: Paul Buttweiler (*Deputy Treasurer*), Craig Blonigen (*Supervisor & Planning Commission, PC*); Marion Gondringer (*Deputy Clerk*), Chad Klocker (*Supervisor*), Kelly Martini (*Treasurer*), and Andrew Wensmann (*PC*). The meeting rules (*i.e.*, only residents are permitted to vote) were also announced.

Nomination and Election of Moderator: Rich Sanoski nominated LeRoy Gondringer to serve as Moderator for this meeting. The motion was seconded by Joe Koopmeiners. No other nominations were received. Nominations were closed. Mr. Gondringer was elected by a unanimous voice vote to serve as the meeting moderator. Mr. Gondringer took a seat at the dais and ran the remainder of the meeting.

Approval of Agenda: Chad Klocker moved to approve the agenda as presented. Second by Rich Sanoski. All in favor. Motion carried.

Election Results: It was announced that Chad Klocker was elected to a three-year term (2026-2029) as Supervisor. Stephen Saupe was re-elected to a two-year term as Clerk (2026-2028).

Avon Fire Department Report: Chief Chuck Swenson was unable to appear at tonight's meeting so Supervisor Klocker presented the 2025 Fire Board Summary. He reported that last year there were 96 calls in the Town, 89 in Collegetown Township, 119 in the City, and 18 shared (Mutual Aid, I-94), which were 32.8%, 40.8%, 20.2%, and 6.2% of the total calls (292), respectively. Most calls were for medical assistance (84%). In addition to responding to these calls, the department is involved in an assortment of activities including required monthly trainings, meetings, fund raising, fire schools, continued education, and public education. The department sponsored three fundraisers (golf outing, Spunk Days raffle, yearly calendar). Rescue Unit #6 was replaced (\$95,000) and paid for with donations and fundraising. Future goals include replacing Unit #11 and to continue fund raising and training.

The department is currently at 28 members. Three were hired in October and two are in-training. The rest of the members are state certified and licensed Fire Fighters and Emergency Medical Responders. The department is very fortunate to have had some great candidates apply in the last few years and that they aren't struggling to find people to apply and accept a position like some neighboring communities. Finally, the fire department encourages residents to keep trees and brush cut back from driveways and 911 address signs.

Road Report: Supervisor Chad Klocker read the 2025 Road Report (*appended*). In addition, he noted that the Town also purchased a new orange-colored plow truck (\$25K). The old red plow truck was sold for \$8K and the blue plow truck was sold for \$14K. The old white pickup was sold to the City of Avon for \$7K including a year of use of the compost site. A new pickup was purchased for \$41K and is low mileage. The Town hopes to finish resurfacing the remainder of Queens Road using funds from an LRIP grant from the State. Blonigen said that the Town plans to resurface about 2 miles of road each year and he is developing an algorithm to help decide roads in greatest need. Margaret Bresnahan inquired about the noise abatement project. LeRoy Gondringer said that the project was not moving forward because it required a 10% match by the residents and that they were unable to raise the funds.

Planning Commission (PC) Report: Andrew Wensmann presented the 2025 PC report (*appended*). He reported that the PC met 12 times and provided input to the Supervisors regarding assorted topics including the Orderly Annexation Agreement with City, plat approvals, certificates of compliance, access (driveway) permits, conditional use permits, variances, and encroachment agreements.

Joint Powers Board Report: The main issue was the Orderly Annexation with the City that was renewed for another 10 years. The main change was lowering the threshold for agreement on annexation to 55% and adding a few properties to the potential annexation list.

Minutes of the March 2025 Meeting: A copy of the minutes of the March 2024 Annual meeting was provided with agenda. Blonigen moved to dispense with the reading of the minutes since a copy was available to all participants. The motion was

seconded by Andrew Wensmann. All in favor. Motion carried. Rich Sanoski moved to approve the minutes from the 2024 annual meeting. Paul Buttweiler second. All in favor. Motion carried.

Board of Audit Report: A copy of the 2026 Board of Audit Report for 2025 including the year-end Cash Control Statement was provided in the agenda packet and is appended. Supervisor Chad Klocker read the report which shows the Town’s financial status. LeRoy Gondringer some of the money listed as investments are actually escrow funds for decommissioning one of the solar fields, but that the Town does get to use the interest on the funds.

Andrew Wensmann moved to approve the 2026 Board of Audit report. Kelly Martini second. All in favor. Motion carried.

Township Levy for 2025: After developing a budget for 2027 (appended), the Supervisors recommended the following levy amounts for 2027: Total levy –\$724,900; General Revenue – \$89,950; Road & Bridge – \$420,950; Fire – \$209,000; and Capital Reserve –\$5,000. LeRoy Gondringer noted that all the levy appears to be the same amount as last year except for fire fund. Craig Blonigen indicated that the increase was unanticipated and related to the construction of the new Fire Hall as well as the purchase of some necessary equipment.

Paul Buttweiler moved to approve a 2027 **General Revenue** levy of \$89,950. Rich Sanoski second. All in favor. Motion carried.

Rich Sanoski moved to approve a 2027 **Road & Bridge** levy of \$420,950. Chad Klocker second. All in favor. Motion carried.

Paul Buttweiler moved to approve a 2027 **Fire Fund** levy of \$209,000. Richard Bresnahan second. All in favor, Motion carried.

Rich Sanoski moved to approve a 2027 **Capital Reserve** levy of \$5,000. Chad Klocker second. All in favor. Motion carried.

Paul Buttweiler moved to approve a 2027 **Total Levy** of \$724,900. Rich Sanoski second. All in favor. Motion carried.

Posting Places: Kelly Martini moved to approve keeping the Avon Township Hall and *The Store* as the legal posting places. Craig Blonigen second. All in favor. Motion carried.

Legal Newspaper: Kelly Martini moved to approve keeping the *Star-Post* as the legal newspaper for the Township. Chad Klocker second. All in favor. Motion carried.

2027 Poll Hours: Kelly Martini moved to hold the 2027 Annual Township Election from 2:00 – 8:00 PM. Craig Blonigen second. All in favor. Motion carried.

2027 Annual Meeting Time/Location: The 2027 Annual Meeting will occur on the second Tuesday of March (March 10, 2027). Craig Blonigen moved to hold the Annual Meeting in the Avon Township Hall, 16881 Queens Road, Avon (MN) at 8:15 PM. Chad Klocker second. All in favor. Motion carried. (Note: the Board of Canvass meeting will immediately follow the Annual Meeting.)

Decision on Budget Amount for Memorials & Celebrations: Rich Sanoski moved to approve a budget of \$250 to be used for Town memorials, awards, recognition, and community celebrations. Chad Klocker second. All in favor. Motion carried.

Additional Comments: Blonigen noted that money was spent this year on insulating the shop and, to date, this has saved more than \$1600 over last years’ costs.

Adjournment: Kelly Martini moved to adjourn the 2026 Annual Meeting of the residents of Avon Township at about 9:30 PM. Craig Blonigen second. All in favor. Motion carried.

Respectfully submitted,
Stephen Saupe, *Clerk*
Marion Gondringer, *Deputy Clerk*

date: March 25, 2026

ATTEST

Signature: _____
LeRoy Gondringer, *Moderator*

date: _____

Avon Township Road Report – 2025

General: The Town was involved in the usual road work during 2025 which included maintaining gravel roads, plowing snow, and mowing ditches. The Supervisors inspected the roads twice. The Town is continuing to improve our road inventory and is developing an algorithm to help determine roads in need of resurfacing. In addition, the following road-related actions were undertaken:

1. **Maintenance Employees** – we hired a new maintenance worker and plow drivers
2. **Snow** – the Town plowed, and salted/sanded as necessary to keep Township roads clear. There were few complaints, especially once our new drivers got a little experience. The Town sold our old blue plow and purchased a new one. The old pickup was sold and a new one was purchased.
3. **Gravel Roads** – all were bladed at least once. Gravel was added to several roads (370th, 365th, 360th, Meadowview, Peach Drive).
4. **Signs** – a variety of signs were replaced and new 911 signs were installed.
5. **Culverts** – were installed on several roads (*i.e.*, Sara Lane, 360th, Pelican Lake Road). In addition, the Town has initiated a project to identify and locate all culverts.
6. **Resurfacing** – a section of Upper Spunk Lake Road was resurfaced. The western half of Queens Road was resurfaced. The Town has applied for a LRIP grant to help defray costs of resurfacing the remaining portion of Queens Road. Sections of 360th, 185th, and Riley Court were patched.
7. **Crack-filling** – more than half a dozen roads were cut and crack-filled.

Summary: Overall, Avon Township roads are in decent shape. We encourage residents to alert Supervisors to roads that need of attention.

Respectfully submitted, Chad Klocker (*Supervisor, Road Manager*)

Avon Township Planning Commission Report: 2025

1. **Meetings/General** – The Planning Commission (PC) met 12 times during the year, on the last Wednesday of the month. Current members are Craig Blonigen, Kelly Martini, Stephen Saupe, Andrew Wensmann (*Chair*), and Lori Yurczyk. The PC serves primarily as an advisory board to the Supervisors, providing recommendations on a variety of topics (see below). In addition, the PC discussed and provided recommendations regarding: the fee schedule, vacating Parkwood Court, the township website, rental of the Town Hall, road standards and updating the road report, best day of the month for a meeting, oversight of utility work in the road right-of-way, a request to split property in the UE area, and PC policies.
2. **Certificates of Compliance** – The PC considered five requests for a Certificate of Compliance (Wenderski, Thell, Meyer, Backes, and Ritter) and a recommendation for each was forwarded to the Supervisors.
3. **Conditional Use Permit** – none were considered this year.
4. **Driveway/Access Permits** – The PC considered five requests for a driveway permit (J Gondringer, Rasmussen, Anstine, Dobis, and At Homes Rentals LLC) and recommendations were forwarded to the Supervisors. The PC also suggested revisions of the Township Access forms.
5. **Encroachment Agreements** – The PC considered one request (Borgerding) for an encroachment agreement to site a septic system in the township road right-of-way and made a recommendation to the Supervisors.
6. **Joint Planning Commission** – the PC provided recommendations on the upcoming renewal of the Orderly Annexation Agreement with the City of Avon.
7. **Plats** – two preliminary plats were examined and a recommendation forwarded to the Supervisors (K Angulski, D Angulski).
8. **Road Vacations** – the PC discussed issues regarding possible road vacation at Parkwood Court.
9. **Shady's** – The PC had several discussions regarding noise issues and recommendation that the County hold public hearings.
10. **Transfer of Development Rights** – No TDR discussions occurred during past year.
11. **Variations** – The PC discussed and held public hearings in regard to five variance requests (At Homes LLC, Frie, Anstine, The Store, Winkels) and recommendations were forwarded to the Supervisors.
12. **Zoning** – no zoning requests were considered this year.

Respectfully submitted, Andrew Wensmann (*Planning Commission, Chair*)

Township of Avon County of Stearns | State of Minnesota Audit Board Report for 2026

The Board of Supervisors for the Town of Avon met on February 4, 2026 in their capacity as the annual Board of Audit as required by State Law. All claims submitted to the Town during 2025 were brought before the Board of Supervisors. The Supervisors divided up roles to ensure different people were involved with the different parts of this internal audit review. Claims were randomly selected and examined in detail. A listing of the specific claims and disbursements examined in the audit accompanies the 2026 Audit Board Minutes. A listing of all claims against the Township accompanies the monthly Clerk minutes. No discrepancies were found. No claims were denied for payment. Receipts submitted to the Town were similarly reviewed. A listing of specific receipts examined in the audit accompanies the 2026 Audit Board Minutes. A listing of all receipts received by the Township accompanies the monthly Clerk minutes. No discrepancies were found and the receipts were verified.

The financial records (year-end cash control statement & bank account summary) maintained separately and independently by the Treasurer and Clerk (Deputy Clerk) were identical. As a result of this audit, no discrepancies were found.

The year-end cash control statement for the Township as of December 31, 2025 is given below:

As on 12/31/2025

Fund	Beginning Balance	Receipts	Sale of		Disbursement s
			Investments	Transfers In	
General Fund	261,094.89	163,874.30	0.00	0.00	81,540.34
Road and Bridge	392,179.34	426,884.95	0.00	0.00	507,668.73
Demolition Escrow - Maciejewski	0.00	0.00	0.00	0.00	0.00
Novel Solar Decommissioning Escro	0.00	0.00	0.00	0.00	0.00
Novel Vegetation Plan Escro	0.00	0.00	0.00	0.00	0.00
Road Damage Deposit	1,000.00	3,000.00	0.00	0.00	1,000.00
Fire Fund	86,639.57	147,624.63	0.00	0.00	123,467.50
General Capital Projects	51,103.01	4,918.78	12,670.00	40,000.00	91,216.00
ARPA Fund	0.00	0.00	0.00	0.00	0.00
Total :	792,016.81	746,302.66	12,670.00	40,000.00	804,892.57

The Supervisors analyzed the receipts and disbursements for 2025, the budget for 2025, and then determined a budget for 2027. Based on their analysis, the Supervisors recommend the following levy amounts for 2027: Total levy – \$724,900; General Revenue – \$89,950; Road & Bridge – \$420,950; Fire fund – \$209,000; and Capital Reserve – \$5,000. The majority of the proposed levy (60.8% of the total levy) is for road and bridge work. The second largest levy request is for fire protection (28.8%).

Conclusion: The Township is in good financial shape.

Supervisor Approval

Craig Blonigen

Chad Klocker

Bryan Rassier

Avon Township Proposed Budget – Year 2027; Reviewed March 2026							
GENERAL REVENUE	2026 Levy	Actual Expenses in 2025	Actual Income in 2025	Predicted 2026 Expenses	Predicted 2026 Income	2027 Levy	% of total levy
Election - Judges, machine rent, ballots, County admin. fees		\$ 3,711.00		\$ 6,000.00			
Insurance - MATIT - Insurance, Workers Comp Insurance		\$ 7,674.00		\$ 12,000.00			
Office - Expendable supplies, postage		\$ 1,334.00		\$ 1,500.00			
Legal - Notices posted		\$ 1,268.00		\$ 1,000.00			
Legal - Attorney fees		\$ 2,901.00		\$ 2,000.00			
Mileage		\$ 150.00		\$ 400.00			
Payroll - Wages incl. - Supervisors, Clerk, Treasurer, Deputies, meeting stipends, PERA, Medicare, IRS, MN Rev for all		\$ 26,687.00		\$ 50,000.00			
Township Admin - MAT Dues, workshop & conferences, Co Assessor fee		\$ 18,363.00		\$ 17,000.00			
Town Hall (Maint) - cleaning supplies, p towels, ice melt etc		\$ 131.00		\$ 300.00			
Town Hall - awards, celebrations, memorials		\$ 136.00		\$ 250.00			
Utilities - electric, internet, propane, septic, garbage, recycling		\$ 7,792.00	\$ 71.00	\$ 7,000.00			
Compost site fee		\$ 1,000.00		\$ 1,200.00			
Receipts/Refunds (Permits & Fees) - CUP, IUP, variances, Cert of Compliance, liquor license, encroachments, access permits		\$ 1,100.00	\$ 6,411.00		\$ 2,500.00		
Receipts (Services) - Special assessment searches			\$ 425.00		\$ 200.00		
Receipts (Interest)			\$ 6,340.00		\$ 4,000.00		
Receipts (Royalties) - Midcontinent Cable			\$ 3,131.00		\$ 2,000.00		
General Revenue TOTAL	\$ 89,950.00	\$ 72,247.00	\$ 16,378.00	\$ 98,650.00	\$ 8,700.00	\$ 89,950.00	12.4
ROAD & BRIDGE							
Fuel - Gas, oil		\$ 3,727.00		\$ 10,000.00			
Payroll – Maint payroll, plow drivers, IRS, MN Revenue		\$ 15,831.00		\$ 20,000.00			
Roads (Reconstruction) - Resurface, rebuild, improvements		\$425,880.00		\$ 354,450.00			
Roads (Maintenance) - Repair, tar patch, surveys		\$43,587.00		\$ 50,000.00			
Roads (Snow) - Salt sand		\$ -		\$ 12,000.00			
Signs - 911s, replacement, lost, stolen		\$ 2,400.00	\$300.00	\$ 500.00			
Truck - Maintenance, registrations, shop materials, tools, plow		\$15,925.00		\$ 16,000.00			
Weed control - seeder rent, chemicals, tree removal		\$1,704.00		\$ 3,000.00			
Receipts - County Gas & Gravel tax payments		\$ 54,780.00			\$ 45,000.00		
Road & Bridge Total	\$ 420,950.00	\$ 563,834.00	\$300.00	\$ 465,950.00	\$ 45,000.00	\$ 420,950.00	58.1
Fire Fund							
Fire - Annual protection fees		\$ 123,467.00		\$ 128,500.00			
Fire - Fire Hall payment				\$ 80,500.00			
Fire Total	\$ 184,000.00	\$ 123,467.00	\$ -	\$ 209,000.00	\$ -	\$ 209,000.00	28.8
Capital							
Capital fund - snow plow, equipment, etc.	\$ 5,000.00	\$ 91,216.00	\$ 12,670.00	\$ 5,000.00		\$ 5,000.00	0.7
Grand Totals	\$ 644,100.00	\$ 759,548.00	\$ 16,678.00	\$ 778,600.00	\$ 53,700.00	\$ 724,900.00	100.0