

Minutes of the Meeting of the *ad hoc* Committee Joint Planning Board of Avon Township & the City of Avon

March 4, 2025

Call to Order: Chair Jim Read called to order the meeting of the *ad hoc* committee of the Joint Planning Board (JPB) of Avon Township and the City of Avon at about 8:15 PM in the Main Chamber of the Town Hall, 16881 Queens Road, Avon. The meeting was also available via Zoom at the following URL: <https://us02web.zoom.us/j/8325486945> (PIN: AvonTown).

Present – Mark Schulzetenberge (*City Council*), Jim Read (*City Planning Commission*), LeRoy Gondringer (*Township Supervisor*), and Rich Sanoski (*Township Planning Commission*). All present. Other Town and City staff present include: Jodi Austing-Traut (*City Administrator*), Jeff Manthe (*City Mayor*) & Stephen Saupe (*Township Clerk*).

Business/Discussion:

Read opened the meeting by summarizing some of the issues to be considered. These included: (a) including in the Orderly Annexation Agreement (OAA) document that applications for rezoning should come to the Joint Planning Board; (b) determining the percentage (51% vs 60%) of a neighborhood required for annexation; (c) determining if the City is willing to support a sewer district to provide City services without annexation; and (d) ensuring a smooth tax rate step-up with annexation.

Sewer District – The general consensus of the Committee was that a sewer district could be a good solution to increasing the proportion of residences on City services. A sewer agreement would allow a resident to hook up to services but not necessarily be annexed. By removing the requirement for annexation before receiving City services, it might better entice residents to obtain City services, especially around lakes where faulty septic systems can reduce water quality. One advantage of increasing participation in the sewer system is because additional hookups would increase system efficiency. Austing-Traut suggested that a sewer district agreement should be separate from the OAA. The committee recognized that establishing a sewer district is the decision of the City.

One problem that might arise is who pays for road work related to sewer installation on a township road. If the City runs a sewer line run down a township road, who would pay for repair to the road? This would need to be worked out. Gondringer suggested a revenue-sharing agreement for the streets being hooked up.

Neighborhoods – The Committee agreed that there are some areas (*i.e.*, northern part of the Township) in the UE area unlikely to be annexed in the foreseeable future, while there are other areas that would be good candidates. For example, the north and east sides of Upper Spunk Lake would be natural to include in the UE area, especially considering the focus on improving lake water quality. Township representatives Gondringer and Sanoski did not oppose adding these areas. Thus, there would be a compromise in which areas north of the City would be removed from the UE areas in exchange for adding areas on the north and east side of Upper Spunk Lake. It was recognized that the town would get back more acreage, but the City more tax-base.

Percentages – The Committee agreed that neighborhoods and properties on a lake would require a 51% vote to be annexed, while other areas would require 60%. The Committee agreed that this compromise meets the Township preference for a higher percentage of residents voting in favor of annexation, while reducing obstacles

for residents to hook up to City services especially where the impact of defective septic systems is most likely to affect lake water quality.

Section 11.D, P9 – Jodi pointed out that the language in this section is not clear. One suggestion was that it refers to a situation in which one side of the road would be in the Township while the other side in the City; for example, if residents on the lakeside of Shorewood Drive were annexed. However, Section 11.B dictates that the Town is responsible for maintaining the road until both sides are owned by the City. The Committee generally agreed that Section 11.D should reflect that the City will be responsible to restore the road to the previous condition if it is ripped up for installing sewer.

Term of the agreement – The committee agreed that the time period for the revised OAA would be 10 years. It was pointed out that, if necessary, this could be amended and changed.

Meeting of the Joint Planning Board – The agreement specifies an annual meeting of the JPB on the last Thursday in February. The Committee agreed to change this to the 2nd Monday in April.

Tax-Rate Step-up – Once annexed, the tax rate will step up to that of the City on a prorated basis. Jodi reported that the County has mechanisms in place to allow this to be done.

Summary – The members of the ad hoc committee are in agreement that: (1) the OAA should formalize rezoning in the UE area; (2) the feasibility of creating a sewer district to hook up to city services without full cost of annexation should be explored; (3) Revising the UE area to remove much of the area north of the City in exchange for adding the north and east side of Upper Spunk Lake road; and (4) Annexation or creation of a sewer district is ultimately likely to be driven by a potential emergency in lake water quality, or availability of grants.

Jodi will make the changes to the OAA and provide a revised draft.

Timetable – The Committee agreed that the revised OAA should be ready by Fall to provide time for the City Council and Board of Supervisors to analyze and approve.

Announcement of Next Scheduled Meeting: No further meetings of the Committee appear to be needed. If necessary, a meeting of the Committee will be scheduled.

Adjournment: Read adjourned the meeting at about 9:15 PM.

Respectfully submitted,

Date: March 8, 2025

Stephen G. Saupe, Clerk
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