

Minutes of the Meeting of the Avon Township Supervisors

June 1, 2011

Avon Township Hall

Call to Order: Chairman Gondringer called the meeting of the Avon Township Supervisors to order at 7:30 P.M.

Pledge: The Pledge of Allegiance was recited.

Roll Call: Present – Richard Bresnahan, LeRoy Gondringer, Kelly Martini, John Merdan and Stephen Saupe.

Approval of Agenda: Added to the agenda were: (a) three additional bids were received for the Road Report; (b) crack sealing, grading and ditch-mowing quotes; (c) potholes for repair; (d) conversation with Ms. J Massoletti. Bresnahan moved to approve the agenda as amended. Merdan second. All in favor. Motion carried.

Minutes: Two errors in the minutes of the May 4, 2011 meeting were corrected. Merdan moved to approve the amended minutes of the May 4, 2011 meeting. Bresnahan second. All in favor. Motion carried.

Treasurer's Report: Martini presented the Treasurer's Report for approval (below). In addition: (a) two checks were written for PERA this month to catch up from last month; (b) the Town received a call from an IRS agent, Mr. Tom Kavanaugh, trying to clarify the paperwork the Town submitted to reclaim a portion of the interest paid on the bond. Martini and our financial consultant, David Drown, Inc., will look into it; and (c) the Supervisors decided to not apply for a Township credit card. Bresnahan moved to approve the Treasurer's Report. Merdan second. All in favor. Motion carried.

Cash Control Statement for the Period 05/01/2011 to 05/31/2011

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
General Revenue	\$15,578.92	\$22,604.44	\$27,072.91	\$11,110.45			
Road and Bridge	\$159,996.06	\$67.04	\$1,778.27	\$158,284.83			
Fire	\$14,244.12	\$0.00	\$62,455.00	(\$48,210.88)			
Road Damage Deposit	\$600.00	\$0.00	\$200.00	\$400.00			
Capital Reserve Fund	\$141,482.27	\$0.00	\$20,625.00	\$120,857.27			
Total	\$331,901.37	\$22,671.48	\$112,131.18	\$242,441.67	\$0.00	\$706.64	\$243,148.31

Claims: Martini presented claims (1618 - 1630). Checks 6745 and 6747 were voided because they were double-printed as 6745 and 6769. The Excel bill was more reasonable this month. Part of the high expense during the winter was fine-tuning the heating system. Merdan moved to approve the claims. Bresnahan second. All in favor. Motion carried.

Road Report: The following items were discussed:

1. Ditch Mowing & Road Grading – Merdan reported that he received quotes from Lange Excavating for ditch-mowing (\$64.00/hour) and road-grading (\$92.00/hour). Bresnahan moved to approve the quotes for Town mowing and grading. Merdan second. All in favor. Motion carried.
2. 2011 Roadwork & Bid Opening – Four bids were received for roadwork in Avon Township. These were:
 - Central Specialties - \$115,044
 - Hardrives - \$110,413

Knife River - \$112,000
TriCity Paving - \$107,000

Though the low bid was by TriCity Paving, the Board of Supervisors awarded the work to the next lowest bid by Hardrives because it was a more complete bid and included two-foot shoulders (versus one foot shoulders) and overlay of 50 feet at the entrance of Shorewood Drive.

Merdan received quotes from Craig Bardson and Jeff Lange for site prep work for the road projects:
Bardson - \$24,136.00
Lange - \$22,267.84

There was an overlap in work quoted by Hardrives and Lange. Merdan moved to accept the site preparation quote by Lange for \$12,438.80 for the work on Shorewood Drive, Parkwood Circle and 355th, but not including the work on Norway Road. Bresnahan second. All in favor. Motion carried.

Merdan will contact Hardrives and Lange. In addition, Merdan will get a quote from Mr. J Scepianiak to determine the cost of grinding up the existing roadway. Bresnahan moved to proceed with whichever road preparation method, grinding or hauling away, is least expensive. Merdan second. All in favor. Motion carried.

3. Crack Sealing – A quote was received from Glieden Enterprises for crack sealing for \$19,740. No quote was received from Mr. J. Scepianiak. They recommended doing the newest roads first. Merdan will look into getting a discount if the Town buys the material. Bresnahan moved to accept the quote by Glieden Enterprises for crack sealing. Merdan second. All in favor. Motion carried.
4. Upper Spunk Lake Road – could use a patch to fix a series of small potholes near the intersection with County Road 156.
5. Brush/Tree Work. Mr. Luke Johnson reported that several trees leaning over Tower Road were removed and piles on 355th were removed. He will use a brush saw on 154th. Oaks, when cut, should be treated with spray paint to avoid spreading oak wilt disease.

Planning Commission Report: Ken Mergen, Planning Commission Chair, presented the Planning Commission Report. The items discussed were:

1. Ritter Hearing – The Planning Commission held a public hearing for an Interim Use Permit for Mr. Ed Ritter to install a double-wide mobile home on his property on Tower Road for a worker on the farm, Mr. Jeremiah Smith. The Planning Commission discussed the application, reviewed the Findings of Fact and recommends approval of a 20-year IUP with the conditions that the mobile home is occupied by someone involved in the farm operation and not be used as rental property. Bresnahan moved to approve a 20-year Interim Use Permit for Mr. Ed Ritter to install a mobile on his property with the conditions that the mobile home is occupied by someone involved in the farm operation and that the home not be used as rental property. Merdan second. All in favor. Motion carried. Saupe will transfer the application to the appropriate Town form and return to Gondringer for signature.
2. MOU – Ms. Heidi Winskowski, from Stearns County Environmental Services appeared to discuss updates/changes to the MOU to conform to the new County 439 ordinance. Ms. Winskowski will make some corrections and return the document to the Town for a Public Hearing and approval. The Town needs to clarify whether the Supervisors or Planning Commission holds the public hearing.

3. **Casey Variance** – Mr. Mark Casey appeared at the Planning Commission meeting to request a public hearing for a variance to construct a garage closer to the road (approx. seven feet from the road right-of-way or 40 feet from the center-of-the road) than current ordinance permits. The Planning Commission recommends setting a public hearing. Bresnahan moved to set a Public Hearing at the next meeting of the Planning Commission on June 29th at 8:00 PM. Merdan second. All in favor. Motion carried.
4. The Town is considering abandoning a road. Mergen could find no record in Town minutes from 1967 through 1972 to explain why the Town is currently maintaining this road.

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

Public Hearings: none.

New Business:

1. **Board of Appeals & Equalization Minutes** – Bresnahan moved to approve the minutes of the May 5, 2011 Appeals and Equalization Board meeting with one correction (Merdan made the motion to lower the assessed value of the Lampert-Pfleuger property and Bresnahan seconded). Merdan second. All in favor. Motion carried.
2. **Display Case** – Bresnahan will contact Mr. Stephen Plantenberg to obtain the quote for a display case for the Town Hall. Additional research about display case options is necessary. In addition, the Town needs to consider what type of desk should be obtained for the meeting room. It should include some sort of storage area for Town ordinances and other documents needed during meetings.
3. **Nuisance Complaint** - a complaint about a woodpile and junk at the corner of Two Rivers Road and Sunnyfield Circle was received. Gondringer will follow up.
4. **CAPX2020** – The PUC will hold a hearing on June 10, 2011. Bresnahan and our attorneys will attend to represent the Town.
5. **Membership Cards** – MN Association of Township membership cards were distributed to members of the Board.
6. **Sign Implementation Plan** – Martini is working on cataloging Town signs.
7. **Building Issues** – The Use Policy will be reconsidered in August. Does the Town need a cleaning person?
8. **Landscape Plan** – Master Gardener Jane Merdan presented a landscape plan for around the Town Hall that was created in consultation with Huls Nursery and Thomsen’s Greenhouse. Ms. Merdan completed a Volunteer Service Agreement and will donate time as part of her Master Gardener program. Bresnahan moved to approve the landscape plan from Ms. Merdan. Gondringer second. Two in favor, Merdan abstain. Motion carried. The plans for the prairie planting will hopefully be ready by the fall. Lawn grass will be planted directly around the building. Gravel will be placed near the sidewalk in front of the building to raise up the parking lot to avoid having such a high step onto the curb.
9. **Massoletti Concerns** – Ms. J Massoletti contacted Bresnahan to: (a) request that someone mark the end of the road right-of-way on her property so that she can install a stone gateway to her property. She was told to measure 63 feet from the side of the road and to also add 10 feet because there is a utility corridor

at that location; (b) request that an old TV be removed from the ditch by her property; and (c) to complain that her mailbox had been hit by the snowplow. She was urged to obtain an approved mailbox/post.

10. **Files** – Saupe was authorized to organize the Town files.

Reports/Announcements:

1. Updated copies of the County Ordinance #439 are now available.
2. A list of roads scheduled for improvement (2012 – 2016) was provided by the County.
3. Mahowald Insurance contacted the Town and is willing to work with us on our insurance program.
4. A Malt Liquor License was signed for Immaculate Conception Parish.
5. A Liquor License was signed for the Pelican Lake Ballroom.
6. A permit to hold a fishing tournament was signed for the St. Anna Sportsman Club.
7. PCA/County Interim Permit was received for Correction of a Pollution Hazard at the Schwalbe Dairy.
8. The MAT Summer Short will be held June 20 in St. Cloud.
9. Mr. Charles Wocken, Stearns County Park Director, sent a letter of thanks for the Town’s donation of Parkland Dedication funds for the Avon City Beach project.

Announcement of next meeting: July 6, 2011 at 7:30 PM

Adjournment: Merdan moved to adjourn the meeting at 10:30 PM. Bresnahan second. All in favor. Motion carried.

Respectfully submitted,
Stephen G. Saupe, Clerk

Supervisor Approval:

Richard Bresnahan

LeRoy Gondringer

John Merdan

Date