

Minutes of the Meeting of the Avon Township Supervisors
November 2, 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: Gambling permit for the St. Wendel Sportsman Club was added to the agenda. Merdan moved to approve the agenda as amended. Bresnahan second. All in favor. Motion carried.

Minutes: Merdan moved to approve the minutes of the October 2, 2011 meeting as written. Bresnahan second. All in favor. Motion carried.

Treasurer’s Report: Martini read the Treasurer’s Report and provided the Cash Control Statement for the Period 10/01/2011 to 10/31/2011 (*below*).

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Revenue	\$29,273.67	\$0.00	\$3,746.96	\$25,526.71
Road and Bridge	\$165,779.02	\$0.00	\$12,293.98	\$153,485.04
Fire	(\$21,371.14)	\$0.00	\$0.00	(\$21,371.14)
Road Damage Deposit	\$400.00	\$0.00	\$200.00	\$200.00
Capital Reserve Fund	\$125,781.96	\$0.00	\$0.00	\$125,781.96
Total	\$299,863.51	\$0.00	\$16,240.94	\$283,622.57

Mr. Lewis Fisher asked why the Fire Fund had a negative balance. The reason is because the City wants the payment at the beginning of the year before the County reimburses the Town for levied funds. The Town paid the invoice from the County for the “Truth in Taxation Notice for Taxes Payable in 2011” and will soon receive the statement for 2012. The County sent notice confirming the amounts levied at the last Annual Meeting: Revenue - \$146,300; Road & Bridge - \$204,300; Fire - \$63,500; and Capital Improvement - \$10,000. Bresnahan moved to approve the Treasurer’s report. Merdan second. All in favor. Motion carried.

Claims & Payroll: Martini presented claims (1701 - 1720). Merdan moved to approve the claims and payroll. Bresnahan second. All in favor. Motion carried.

Road Report: The following items were discussed:

1. Brush Work – In response to a call from a resident, a brush pile on 154th Ave. was chipped and removed. Mr. Luke Johnson reported that he and Roger Nelson are nearly finished with brush removal for this year.
2. Weed Control Report – Gondringer will complete the return and send it in.
3. Road Signs – A sign plan must be completed by Jan 2012. Martini has inventoried signs on all Town roads and suggested a plan to replace signs in one-quarter of the Town at a time. Saupe has created a database of town roads that includes road length, location (by

section) and maintenance schedule. The time frame mandated for replacing signs that do not meet reflectivity standards has been pushed back. Sign posts on roads with a speed limit of 50 mph or greater must be breakaway types by January 2013. Martini and Saupe will work together to put together a sign plan for discussion and approval at the January meeting. Dean Martini was authorized to repair/replace signs as needed. The database created by Saupe was edited and corrected.

4. Potholes – potholes have been filled on Two Rivers Road. A pothole on Norway Road will be filled, also. The curve on Norway Road needs some shouldering material.
5. Salt/Sand – 150 yards of salt/sand mix has been loaded into the salt shed. The mix has some gravel designed to provide better traction. Budde Trucking will allow the Town to use their loader for loading salt. A liner will be put in the yellow truck to allow the salt/sand mix to come out easier. This truck also needs sandblasting and painting next year.
6. Parking Lot – The Town is stilling waiting for Bardson to spread fill in the parking lot.

Bresnahan moved to approve the Road Report. Merdan second. All in favor. Motion carried.

Planning Commission Report: Mr. Ken Mergen, Planning Commission Chair, presented the Planning Commission report.

1. Several students from Motley/Staples High School attended the meeting as an assignment for their American Government class.
2. The Planning Commission considered a request by Mr. Lewis Fisher for a Certificate of Compliance to redraw the boundary of his property (Lot 6, Liz Fisher Estates) because a home built by his son on Lot 5 encroaches into Lot 6. This is necessary to obtain clear title to the property so it can be placed into a Revocable Trust. The Planning Commission unanimously supported the plan. Bresnahan moved to approve the Certificate of Compliance for Mr. Lewis Fisher to move a boundary line on his property. Merdan second. All in favor. Motion carried.
3. Ellingson Variance – the County scheduled a public hearing for a variance for Scott & Jennifer Ellingson to construct a deck closer to a rear property line than is currently permitted in Stearns County Ordinance #439. The Planning Commission unanimously supported the variance, which was ultimately approved by the County.

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

Scheduled Business

1. Gambling Permit – Mr. John Meagher from the St. Wendel Sportsmen's Club appeared to request approval of a gambling permit for their annual banquet. No complaints had been received about their previous banquets. Merdan moved to approve the gambling permit. Bresnahan second. All in favor. Motion carried.

2. Resolution 11-2-11 – This resolution creates a policy to insure Town records are available for examination by members of the public at cost. Bresnahan moved to adopt Resolution 11-2-11, “Resolution Outlining the Policy for Using Avon Township Records.” Merdan second. All in favor. Motion carried.
3. Girls Scouts – The Girl Scouts will use the Town Hall from 6:15 – 7:30 PM on Nov 14, Dec 5, Jan 3, Feb 6, Mar 6, Apr 3, May 1, June 5. Saupe will get the key from the leaders on November 14. In the future, leaders can pick up the key from the Clerk, Deputy Clerk, or our housekeeper.
4. Large Gathering Application – The Town has no policy on large gatherings.
5. US Census Bureau Government Units Survey – The Town received the 2011 Government Units Survey. The survey was discussed and completed. Saupe will submit the completed document.
6. Elections – Merdan moved to designate the Avon Township Hall, 16881 Queens Road, Avon, MN as the absentee ballot location for Avon Township. Bresnahan second. All in favor. Motion carried. The terms of Supervisor Merdan and Clerk Saupe will expire in March.
7. Certificate of Appreciation to J. Merdan – Ms. Jane Merdan, a Master Gardener volunteered many hours during the past summer to landscape the Town Hall. She designed the landscaping, obtained plants, and planted and mulched them. She did a fantastic job and the Town is very grateful. Bresnahan moved to award a Certificate of Appreciation to Ms. Jane Merdan for her outstanding service to the Town. Gondringer second. All in favor. Motion carried.
8. Employee Issues – The Supervisors discussed the need to insure that Town employees have proper training. It was suggested to invite all Town employees, including Planning Commission members, plow operators, and our custodian, to a gathering once a year before a scheduled meeting to socialize and receive any updates on Town policies.

Reports/Announcements

1. Portrait Project – Bresnahan announced that Mr. Paul Wagner has applied for Legacy Funds to make portraits of Township residents to document farming communities on the edge of urban centers. If approved they would like to use the Town Hall for a public exhibition of the images.
2. CAPX2020 – comments on the amended route along County Road 138 near St. Joseph are due Nov 4, 2011.
3. Transportation Enhancement Funding – pre-applications are due Nov 18, 2011. The Town will not apply.
4. Record sorting – Mr. Ken Mergen and Saupe have been sorting Town records and are nearing completion.

5. Road Maintenance Workshops – LTAP is sponsoring a series of road management and maintenance workshops. Gondringer is considering attending the “Management and maintenance practices for asphalt pavement preservation” that will be held in late February.
6. Technology Exchange Newsletter arrived and is available for viewing.
7. Midcontinent Cable sent literature concerning their services.
8. A “Thank You” card was received from the Avon Parks Board & the City of Avon for the Town donation to the Avon Beach Project.
9. Applications for the 2012 MBA Scholarship Program will be due soon.
10. Bicycle Accident – there was a bicycle accident in the Town in which a woman was injured. Her mother inquired whether the Town has medical coverage for accidents. The Town does not have medical coverage for accidents.
11. Faucet – the faucet in the kitchen sink is running slowly and needs to be fixed.
12. Certificate of Real Estate Values – Finkelson (37737 Sunnyfield Circle - \$242,000); Sullivan (16115 Queens Road - \$209,000); Gerads (35561 Tower Road - \$200,000); Scanlon (37059 Pelican Lake Road - \$195,000)
13. Construction Site Permits – Frazee (18418 332nd St. – shed and deck); Saupe (14493 325th St. – detached garage with greenhouse); Casey (17365 Upper Spunk Lake Road – detached garage); Lecy (15548 Parkwood Circle – garage addition).
14. Board of Adjustment Training – Gondringer and Merdan plan to attend the upcoming County training.
15. Tax Changes – Mr. Jeff Johnson from the County Assessor’s office spoke at the recent meeting of township officials concerning changes to the homestead credit. The bottom line is that the State will no longer pay a share of homestead taxes, which means individuals, and businesses may see an increased in taxes.

Announcement of next meeting: December 7, 2011 at 7:30 PM

Adjournment: Bresnahan moved to adjourn the meeting at 10:08 PM. Second by Merdan. All in favor. Motion carried.

Respectfully submitted,

Stephen Saupe, Clerk

date

Supervisor Approval:

Richard Bresnahan

LeRoy Gondringer

John Merdan