

Minutes of the Meeting of the Avon Township Supervisors
October 5, 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: A discussion of a mail packet from MidContinental Cable was added to the agenda. Merdan moved to approve the agenda as amended. Bresnahan second. All in favor. Motion carried.

Minutes: The minutes of the September 7, 2011 were amended to include a statement that the removal of fill from Meadowview Road was required for a wetland violation. Merdan moved to approve the revised minutes of the September 7, 2011 meeting. Bresnahan second. All in favor. Motion carried.

Treasurer’s Report: Martini read the Treasurer’s Report and provided the Cash Control Statement for September 1 – 30, 2011 (*below*). The Town received an electronic survey by Standard & Poor’s. Most of it does not apply to the Town so we will not complete the survey. Merdan moved to approve Treasurer’s report. Bresnahan second. All in favor. Motion carried.

For the Period 09/01/2011 to 09/30/2011

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance
General Revenue	\$31,990.75	\$637.31	\$3,354.39	\$29,273.67
Road and Bridge	\$169,225.56	\$0.00	\$3,446.54	\$165,779.02
Fire	(\$21,371.14)	\$0.00	\$0.00	(\$21,371.14)
Road Damage Deposit	\$400.00	\$0.00	\$0.00	\$400.00
Capital Reserve Fund	\$125,781.96	\$0.00	\$0.00	\$125,781.96
Total	\$306,027.13	\$637.31	\$6,800.93	\$299,863.51

Claims & Payroll: Martini presented claims (1682 to 1700). Merdan moved to approve the claims and payroll. Bresnahan second. All in favor. Motion carried.

Road Report: The following items were discussed:

1. Brush around Two Rivers Lake – In response to a call from a resident, brush in this area was cut.
2. Missing Property Signs – The Town was alerted by the Stearns County Emergency Management office that two addresses are missing signs on County Road 9. There is a question whether the addresses are in the Town. Saupe will follow up. If the homes are in the Town, the residents will be contacted and asked to order a replacement sign from Treasurer Martini.
3. Upper Spunk Lake project – MN Engineering was contacted and will initiate proposed work.

4. Salt/Sand – Quote for salt/sand mixes were received from Lange Excavating (\$49.76/yard or \$53.01/yard with pea rock), Scepianiak Trucking (Holdingford - \$52/yard), and Huls Trucking (\$50/yard with seal coat grit and extra salt included). Bresnahan moved to accept the quote for salt/sand from Huls Trucking. Merdan will contact Budde Trucking about using their skid loader again this winter.
5. Snow Removal at Town Hall – Bresnahan moved to authorize LeRoy Gondringer to use his skid loader to remove snow from sidewalks and around the Town Hall. Merdan second. Two in favor; one abstain (Gondringer). Motion carried.
6. Brushing/Chipping – There is no brushing/chipping work needed at this time. Mr. Luke Johnson will contact the Town at the end of the month to see if any work needs to be completed.
7. Plows – plows have been serviced and are ready to go.
8. Mowing – Lange Excavating will mow road ditches next week.
9. Parking Lot – Bardson Excavating will add some class 5 to the parking lot to decrease the large step to the sidewalk.
10. Plowing Issues – Ms. Rosemary Anderson appeared to request the Town plow her driveway in accordance with a verbal agreement made when she sold the land to the Town for the Hall and Maintenance facility. Bresnahan moved to plow the driveway of Ms. R. Anderson during the winter of 2011 – 2012 as per unwritten agreement. Merdan second. All in favor. Motion carried. The problem of turning the plow around on a minimum maintenance road was discussed. Gondringer will discuss with our snowplow driver about plowing in and backing out.
11. There are 44.5 miles of roads in the Town.
12. Meadowview Road – Mr. Keith Sand requested that brush/branches affecting his farm machinery be cut. Lange Excavating will grade the area one more time. Mr. Roger Nelson cut brush along the road. Mr. Sand wants a gatepost removed for easier access by his farm machinery. The Supervisors thought there appeared to be enough room most equipment and suggested that Mr. Sand work with the landowners to work out access issues. Bresnahan will handle related issues for the Supervisors.
13. Raab Ditch Work – Bresnahan moved to authorize Dullinger Excavating to clean out a ditch on the property of David Raab. Merdan second. All in favor. Motion carried.

Planning Commission Report: Mr. Ken Mergen, Planning Commission Chair, presented the Planning Commission report. The main item of business was a public hearing to consider a variance request by Stephen and Linda Saupe to construct a garage closer to the road that currently permitted by ordinance. No public comments about the plan were received. The Planning Commission went through a Finding of Facts and decided that the variance request: (a) is consistent with existing township ordinances; (b) must obtain necessary building and other permits from Stearns County; (c) is consistent with present and future land use in the area; (d) won't require screening or separation distance because there already is a ridge to the west and a

row of conifers to the north; (e) will not generate additional traffic or impact road safety; (f) conforms to the comprehensive plan; (g) doesn't negatively impact public services or facilities; and (h) no cleanup or reclamation plan is necessary. The Planning Commission recommended approval of the request. Bresnahan moved to approve the variance request by Stephen & Linda Saupe to construct a garage closer to the centerlines of Scenic View Dr (145th Ave) and 325th Street, assuming the project meets all applicable County regulations. Merdan second. All in favor. Motion carried.

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

Scheduled Business

1. MasTec/Qwest Cable – The Town was notified of cable installation in two locations (33186 154th Ave & 14183 360th St.)
2. Recording Ordinance #4 – it was necessary to resign Ordinance #4 in order to make it suitable for recording. The original document included only a notarized clerk stamp, but it needed a full signature box, which was included with the new version.
3. Sign Implementation Plan – Saupe and Martini are working on a database to store information about roads. A plan is due Jan 2012. We will not purchase a Sign Logic software program.
4. Brush chipper – Merdan and Gondringer will look into the feasibility of purchasing a chipper.
5. Equipment Purchase – Martini recommended that the Town plan/budget for the acquisition of equipment over the next few years (*i.e.*, bobcat, ditch mower, chipper, salt shed, lawnmower).
6. Inventory – the Town needs to complete an inventory at the beginning of the year.
7. Policy about using the Town Archives – In response to a request to search through old Town minutes, the Supervisors made a policy to charge individuals \$25/hour (to cover cost of a Town official being on site) and \$0.10 per copy. Saupe will prepare a resolution for consideration at the next meeting.
8. Building Warranty – Gondringer and Saupe conducted a walk-through of the building with Construction Manager Stephen Plantenberg to address any warranty problems that need to be fixed. The main concerns are: (a) several doors don't close properly, (b) the toilet in the men's restroom runs, and (c) the double doors to the meeting room don't latch properly.
9. Web Site – the Town website is maintained by Clerk. Overall, the Supervisors are satisfied with it and don't see the need to spend funds to hire professional web designer to reformat it. There is currently a problem with the home page that we will fix.
10. Standard's & Poor's Survey – The Town was requested to complete an online evaluation of their services, but we won't because the survey is not applicable to our experience.

11. Key Policy – The Girls Scouts will use the Town Hall less this year than in the past. Saupe will get the key back from the leader, Ms. Kim Ritzer. Individuals using the building will be able to pick up a key from our housekeeper, the deputy clerk or the clerk. More master keys are being made.
12. MidContinent Cable – A notice was received about work being done in the Township. This company appears to be the new version of US Cable. We are still waiting to receive a signed original copy of Resolution 07-06-11.
13. Landscaping – Merdan indicated that seeding will occur this fall. The rain garden will be planted in spring.

Reports/Announcements

1. Stearns County Public Hearing regarding amendments to Ordinance 439 for feedlots, floodplain overlay district and other miscellaneous corrections will be held on Nov 1, 2011 at 10:15 AM.
2. Aggregate Resource Maps available for public comment until October 15, 2011.
3. CAPX2020 – comments on amendments to routes due Oct 14, 2011.
4. A Sign Maintenance & Management Workshop will be held on Nov 8th, 2011 in Blaine.
5. Certificate of Real Estate Values – Hoheisel (37455 County Road 9, \$312,000).
6. Construction Site Permits – Dierkhising (36 x 30 house addition, porch, four-season porch); Miller (8 x 41 addition, 12 x 17 shed), Eibensteiner (house with attached garage and shed), Kleve (replacement garage, accessory structure)
7. Ritter Property – second home address is 34682 Tower Road, Albany, 56307.

Announcement of next meeting: November 2, 2011 at 7:30 PM

Adjournment: Bresnahan moved to adjourn the meeting at 9:34 PM. Second by Merdan. All in favor. Motion carried.

Respectfully submitted,

Stephen Saupe, Clerk

Supervisor Approval:

Richard Bresnahan

LeRoy Gondringer

John Merdan

Date