

Minutes of the Meeting of the Avon Township Supervisors
July 11, 2012
Avon Township Hall

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

Pledge: Mr. Steven Schwalbe led the Pledge of Allegiance.

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

Approval of Agenda: Bresnahan moved to approve the agenda as presented. Merdan second. All in favor. Motion carried.

Minutes: Bresnahan moved to approve the minutes of the June 20, 2012 meeting. Merdan second. All in favor. Motion carried.

Treasurer’s Report: Martini read the Treasurer’s Report and provided the Cash Control Statement for the period 6/1/2012 to 6/30/2012 (*below*). Two checks were received from Stearns County. Checks 7142 and 7157 were voided to redo the totals.

A request for information was received from Standard’s and Poor’s. Bresnahan and Martini will follow up.

Bresnahan moved to accept the Treasurer’s report. Merdan second. All in favor. Motion carried.

For the Period 06/01/2012 to 06/30/2012

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance
General Revenue	\$19,223.88	\$65,200.67	\$13,825.95	\$70,598.60
Road and Bridge	\$267,644.36	\$74,757.50	\$4,582.86	\$337,819.00
Fire	(\$56,516.80)	\$24,938.14	\$0.00	(\$31,578.66)
Road Damage Deposit	\$400.00	\$0.00	\$0.00	\$400.00
Capital Reserve Fund	\$96,345.91	\$3,707.56	\$0.00	\$100,053.47
Total	\$327,097.35	\$168,603.87	\$18,408.81	\$477,292.41

Claims & Payroll: Martini presented claims 1840 – 1862. Claim 1840 (MN Native Landscapes), which had been approved and signed at the previous meeting, was written mid-month. Bresnahan moved to approve the payroll and the claims. Merdan second. All in favor. Motion carried.

Road Report: The following items were discussed:

1. Bid Opening – Three bids for work on Two Rivers Road, St. Anna Drive and Sunnyfield Circle were received and publically opened at approximately 8:00 PM. The bid results were (total): Hardrives – \$136,783; TriCity Paving – \$132,000; Knife River – \$122,150. Bresnahan moved to accept the low bid from Knife River for the three road projects. Merdan second. All in favor motion carried. Saupe will send a letter to the bidders announcing the results and Gondringer will call each. The roadwork costs roughly \$88,000 per mile. Because the bids came in under budget, the Town will look into additional resurfacing work. The Town Attorney will be contacted to confirm the process.

2. Culvert Work – Culvert work is in progress. The culverts will remain the same size to avoid wetland issues. Normally aprons are required but may not be necessary for at least one of the culverts. Bresnahan moved to authorize Gondringer to oversee the culvert project and make decisions as needed. Merdan second. All in favor. Motion carried.
3. Vacating 180th Road – Although a resolution for a public hearing was passed on June 20th at the continuation meeting of the June 6th meeting, the hearing was never scheduled because a required site inspection was never scheduled. In addition, the Town must insure that no wetlands are impacted. Gondringer will contact Mr. Greg Bechtold to determine if the Town needs to follow rules related to public waters when vacating 180th. The process will continue at a later meeting.
4. 135th – Gondringer reported that he had talked to Supervisor Carl Stich from St. Wendel Township and they agreed to share the costs of patching the damage at the intersection with Norway Road and the ditching / shouldering work on the north end of the road. Bresnahan moved to authorize these repairs in cooperation with St. Wendel Township. Merdan second. All in favor. Motion carried. Gondringer will follow-up with Mr. Stich. Gondringer received a quote from Brinkman Excavating to clean out the ditch and level and seed for \$2,600. Because of wetland issues, Mr. Bechtold has already examined this project and completed the required paperwork. Bresnahan moved to accept the quote from Brinkman Excavating for the ditch work. Merdan second. All in favor. Motion carried. Brinkman will need to complete the wetland forms and provide a certificate of insurance.
5. Brushing – overhanging branches on Parkwood Circle, Two Rivers Road and other locations have been reported. Merdan will drive the roads with the high saw.
6. Spraying – stumps should be sprayed to prevent brush from re-growing. Some residents have complained about spraying in the ditches and could opt out if they post a sign and cut the regrowth themselves. This could be a topic for a future Town newsletter article.
7. Brix Excavating – They have not submitted a Certificate of Insurance as requested and are prohibited from doing any work for the Town until they provide a copy. Gondringer will contact.
8. Shepard Driveway – It was reported that Mr. Nelson Shepard has installed a second driveway on his property without a permit. The driveway will require a culvert. Bresnahan moved to authorize the Clerk to contact Mr. Shepard about obtaining a permit and installing a culvert. Merdan second. All in favor. Motion carried.

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

1. Notch Interim Use Permit – No word has been received from the Notch family about whether they will seek an IUP to install a mobile home on their property for family medical care.
2. Schwalbe Variance – The Planning Commission held a public hearing to consider a request by Mr. Steven Schwalbe for a variance. Bresnahan moved to approve a variance for Steven Schwalbe to construct a pole barn 70 feet from the center-of-the-road instead of 93 feet as currently required by ordinance. Merdan second. All in favor. Motion carried.

3. Revising Forms – the Planning Commission will work on combining the Findings of Facts worksheets and revising existing forms.
4. Gondringer Driveway – The Planning Commission supports issuing a driveway permit to LeRoy Gondringer. Merdan moved to issue a driveway permit to LeRoy Gondringer. Bresnahan second. Two in favor. One abstain (Gondringer). Motion carried.
5. Public Hearing Process – the Planning Commission considered ways to streamline the public hearing process. The existing process works well.

Scheduled Business

1. Land Sale – The Town is still waiting for the survey work. No offers have been received to date.
2. Government Census Form – Martini completed the requested form.
3. Elections – Fifteen individuals have agreed to serve as election judges. Three others were contacted but either did not respond or declined. Bresnahan moved to approve Resolution 07-11-12: Resolution appointing election judges for the primary and general election in Avon Township. Merdan second. All in favor. Motion carried. Bresnahan moved to authorize the purchase of dividers and election supplies not to exceed \$500. Merdan second. All in favor. Motion carried.
4. Compost Site – The City of Avon contacted the Town requesting a contribution of \$1000 toward the operation of the Avon City Compost Site. Bresnahan moved to put this on the agenda of the Annual Meeting. Merdan second. All in favor. Motion carried. It could also be a future newsletter topic. The Clerk will alert the City to this decision.
5. Baker Variance – Stearns County will hold a hearing to consider a request by Travis & Michelle Baker for a variance for an accessory building. The Town will take no action.
6. Inventory – There was a suggestion that the Town should put together an inventory since we now own snow plows, have our own facility, etc.
7. Water Test – Since our facilities has fewer users that are required for the Minnesota Department of Health public water testing program, the Town will not participate in the program but will annually test our water in September. The Clerk will contact MDH.
8. Web Site – a trial version of the new website is available for critique. Saupe will receive training on editing the site from CloudNet and will train Martini and Gondringer. Forward comments about the site to the Clerk.
9. Meeting Date Change – It was suggested that holding the Supervisor Meeting on the second Wednesday of the month might be more efficient. This will be discussed at the Annual Meeting.

Reports/Announcements

1. A survey from Waste Zero was received inquiring whether the Town provided garbage service. We do not.

Continuation: Bresnahan moved to continue the meeting on Thursday, July 12 at 9:00 AM to continue the discussion of road issues. Merdan second. All in favor. Motion carried.

Call to Order & Business: Gondringer called to order the continuation of the July 11, 2012 meeting at 9:00 AM. The Supervisors visited 190th to conduct a site inspection. Approximately ¼ mile of the road, up to the town line near the intersection with Treehouse Lane should be considered to be overlaid. The Town should contact Holding Township to resurface the town line road next year. Stumps near this intersection should be cut closer to the ground. This area has brush and overhanging branches that need to be cut. The Town will contact Knife River for a quote on paving the parking lot.

Adjournment: Bresnahan moved to adjourn the meeting at 9:40 AM. Merdan second. All in favor. Motion carried.

Announcement of next meeting: *August 1, 2012 at 7:30 PM*

Respectfully submitted,
Stephen G Saupe, Clerk

Supervisor Approval:

Richard Bresnahan

LeRoy Gondringer

John Merdan

Attest

date