

Minutes of the Meeting of the Avon Township Supervisors

September 5, 2012

Avon Township Hall; 16881 Queens Road, Avon, MN

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

Minutes: Bresnahan moved to approve the minutes of the August 1, 2012 as presented. 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 8/1/2012 to 8/31/2012 (*below*). More checks need to be ordered. Once the skid loader is paid for there will be enough left for the upcoming bond payment. Bresnahan moved to accept the Treasurer's report. Merdan second. All in favor. Motion carried.

For the Period 08/01/2012 to 08/31/2012

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Revenue	\$73,627.36	\$1,061.89	\$2,662.10	\$72,027.15
Road and Bridge	\$365,359.71	\$0.00	\$1,035.84	\$364,323.87
Fire	(\$21,533.19)	\$0.00	\$0.00	(\$21,533.19)
Road Damage Deposit	\$400.00	\$0.00	\$0.00	\$400.00
Capital Reserve Fund	\$101,642.43	\$0.00	\$0.00	\$101,642.43
Total	\$519,496.31	\$1,061.89	\$3,697.94	\$516,860.26

Claims & Payroll: Martini presented claims 1876 – 1908 (including last minute claims to StanTec and D. Gertken). Mr. Brian Brix appeared to explain the reason his invoice was higher than his quote for culvert work. Bresnahan moved to approve the payroll and the claims. Merdan second. All in favor. Motion carried.

Road Report: The following items were discussed:

1. 180th Avenue Road Vacation – Bresnahan moved to set a public hearing on October 3, 2012 at 8:30 PM to consider a petition to vacate 180th Avenue. Merdan second. All in favor. Motion carried. Bresnahan moved to appoint Supervisor Gondringer to serve a notice of public hearing to Ms. Yurczyk. Merdan second. Two in favor. One abstain (Gondringer). Bresnahan moved to schedule a site visit to the road on October 3, 2012 at 6:30 PM. Merdan second. All in favor. Motion carried. Mr. Greg Bechtold from the County has inspected the site. There are no public waters on the site. The Clerk will publish and alert residents and the City of the hearing and site inspection.

2. Crack-filling – Mr. Brian Brix recommended that existing fill in cracks needs to be removed before applying new rubberized filler.
3. Culverts – Gondringer will attempt to sell the good culverts that were removed during summer roadwork for approximately \$2.00 / foot.
4. Brushing – Roger Nelson is making good progress. When finished for the year, we will get the chippers out as necessary. A complaint was received about chipping brush before 8:00 AM. Nelson will cut overhanging trees branches on 325th Street.

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

1. Himsl Plat – Ms. Karla Himsl appeared at the Planning Commission meeting to request approval for a preliminary plat. Bresnahan moved to approve signing the preliminary plat for the Frank Himsl Farm, 13498 Norway Road, Avon, MN. Bresnahan further moved to approve a Certificate of Compliance for the Himsl plat, provided that the Himsl's complete the appropriate documents and pay the requisite fee. Merdan seconded both motions. All in favor for both motions. Motions carry.
2. Shepard Driveways – Applications were received from Nelson Shepard to construct two driveways on his property at 34641 Plum Hill Lane, Avon, MN. One PC member suggested there should be a restriction of the width of driveways in the Town. Bresnahan moved to approve the permit for the driveway on Plum Hill. Merdan second. All in favor. Motion carried. Gondringer moved to authorize Bresnahan to make a decision whether or not the other driveway will require a culvert as part of the permit conditions. Merdan second. All in favor. Motion carried. Bresnahan will consult with Lange Excavating.
3. Compost Site – Planning Commission members were informed about the joint Town/City meeting to discuss the compost site. It will remain open to Town residents. The Town will discuss the issue with residents at the Annual Meeting and pay the City \$1000 per year for use. The Planning Commission passed a motion concerning funding the Town's portion of the fee. Since it didn't pass with a majority, the motion will not be acted upon further.

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

Scheduled Business

1. Koop Conditional Use Permit – Ms. Debra Koop appeared to request a Conditional Use Permit to construct an 18 x 32 foot hermitage building on their property at 14127 Norway Road, Avon, MN (parcel ID – 03.00970.0006). A conditional use permit is required because the structure will be outside of the residential building envelope on land with a LESA score of 70. The building will not have electric, a foundation, or plumbing. Bresnahan moved to set a public hearing to consider a request by Steven and Debra Koop for a Conditional Use Permit for the Planning Commission Meeting on September 26, 2012 at 7:45 PM. Merdan second. All in favor. Motion carried.

2. Compost Facility Meeting – Merdan moved to approve the minutes from the meeting of the joint Town/City meeting to discuss the compost site. Bresnahan second. All in favor. Motion carried. Saupe will follow-up with Mr. Jim Thares, Avon City Clerk, to see what he learned about liability and easement issues.
3. Insurance Inspection – Merdan will meet the insurance representative from MAT (Minnesota Association of Townships) on Thursday, September 6 at about 10:45 AM.
4. Web Site – the new Town web site is up and running and looks reasonably good. More content needs to be added, which will occur over time. Any suggestions or improvements should be forwarded to Clerk Saupe.
5. Election Update – Overall, the Primary Election seemed to go well, especially considering it is the first time the Town has been divided into two separate precincts. We need to insure that residents receive the proper ballot for their precinct.
6. Land Sale – there was a new inquiry this week. No offers have been received.
7. Saupe Leave of Absence –Saupe’s work will require him to work in Europe from September through December, 2013. Assuming he is re-elected in March, the Deputy Clerk will fill-in.

Other/Old Business

1. Safety Supplies – Saupe was authorized to purchase two first aid kits including non-latex gloves. We will look into whether the fire extinguishers need servicing and/or replacement.
2. Doorbell Sign – A voter complained during the election that the Town Hall needs automatic door openers. These are not required according to our architect and construction manager. We will post a sign by the doorbell alerting any visitor to the Town Hall to ring for assistance.
3. Martini reported that she closed the Savings Account at the bank because it wasn’t drawing much interest. She stated that the funds are still insured.

Reports/Announcements

1. The *Technology Exchange* newsletter was received.
2. A Transfer of Development Rights & Declaration of Restriction document was received from the County for Schmitz Acres.
3. Certificate of Real Estate Values received: (*Linn – 524 1st St. Southeast, \$115,000; Ertl – 17885 Upper Spunk Lake Rd, \$238,500*)
4. Construction Site Permits received: *Nordby (34289 Co Rd 9; deck); Lemke (32843 182nd Ave; detached garage); Oehrlein Trust (32074 Narnia; home with attached garage, shed)*
5. Century Link/MasTec Cable work was done at 36349 Pelican Lake Road.

6. MN Fall Maintenance Expo will be October 3-4 in St. Cloud.

Adjournment: Bresnahan moved to adjourn the meeting at approximately 9:53 PM. Merdan second. All in favor. Motion carried.

Announcement of Next Meeting: The next meeting will be held on Wednesday, October 3, 2012 at 7:30 PM.

Respectfully submitted,
Stephen G. Saupe, Clerk

Supervisor Approval:

Richard Bresnahan

LeRoy Gondringer

John Merdan

Attest

date