

Minutes of the Meeting of the Avon Township Supervisors

May 7, 2014

Call to Order: Chairman Bresnahan called the meeting of the Avon Township Supervisors to order at 7:30 P.M. in the Main Chamber of the Avon Township Hall, 16881 Queens Road, Avon (MN).

Pledge: The Pledge of Allegiance was recited.

Roll Call: Present – Richard Bresnahan, Kelly Martini, John Merdan, Roger Nelson, and Stephen Saupe. Also present – Ken Mergen (*Planning Commission Chair*), Joe Koopmeiners (*maintenance*), Marion Gondringer (*Deputy Clerk*).

Approval of Agenda: Bresnahan moved to discuss liquor licenses after agenda item 7. Nelson second. All in favor. Motion carried. Merdan moved to add a discussion of the deputy treasurer to Scheduled Business, item G. Nelson second. All in favor. Motion carried. Merdan moved to approve the agenda as amended. Nelson second. All in favor. Motion carried.

Minutes: Nelson moved to approve the minutes from the April 2, 2014 meeting as presented. 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 04/01/2014 to 04/30/2014 (*below*). The bank requires documentation in the minutes that Chair Bresnahan is authorized to the check signatory. Nelson moved to recognize Richard Bresnahan as the Township Chair for signing checks. Merdan second. All in favor. Motion carried. Merdan moved to accept the Treasurer’s report. Nelson second. All in favor. Motion carried.

For the Period 04/01/2014 to 04/30/2014

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance
General Revenue	\$65,405.11	\$509.26	\$7,044.86	\$58,869.51
Road and Bridge	\$410,343.77	\$0.00	\$13,563.02	\$396,780.75
Fire	\$10,405.82	\$0.00	\$0.00	\$10,405.82
Road Damage Deposit	\$400.00	\$200.00	\$0.00	\$600.00
Capital Reserve Fund	\$55,519.52	\$0.00	\$1,623.61	\$53,895.91
Total	\$542,074.22	\$709.26	\$22,231.49	\$520,551.99

Approval of Claims & Payroll: Martini presented claims 2262 – 2282. Claims 2279 & 2280 were PERA payments for Koopmeiners. Three claims were voided (7840 – PERA revision for Nelson; 7841 – hour added to Pilarski claim for key distribution; 7862 – check written for funds automatically withdrawn). Merdan moved to approve the payroll and the claims. Nelson second. All in favor. Motion carried.

Road & Maintenance Report:

1. **2013 Road Maintenance** The Road Maintenance worksheet from 2013 was already completed and did not need to be examined at this meeting.
2. **Road Inspection** – Supervisors reviewed the results of the annual Road Inspection. A resident on 325th is running a large pipe along the Township to drain a pond. The Township Attorney will be asked to send a letter to ask the resident to stop. Bresnahan reported that Saint John’s is likely to

contribute to roadwork on the portion of 325th St. that is used to access their football parking area at the intersection with Co Rd 159. A resident on 325th will be asked to remove an I-beam that is being used to support a mailbox – residents are reminded that mailboxes should be on break-away poles. Koopmeiners will contact a tree service for large overhanging trees. Meadowview Road requires fill – Koopmeiners will see how much is necessary. Residents from Narnia Lane inquired about having their road tarred if the Town does roadwork in the area and also if the Town could plow their road. A resident on Norway Road is tearing up the road with skid marks – a letter will be sent to request that this stops. Bids will be put out for tarring on 325th, Norway Road, and Upper Spunk Lake Road. Merdan will contact StanTec, Westwood or other companies to seek an engineer to oversee the projects. The curves on Norway should be widened. The Township will include an end date on our road contracts. The Town will spend a maximum of about \$440,000 on roadwork.

3. **Van Heel Driveway Permit** – Mr. Steve Van Heel appeared to request a driveway permit for his property on 37324 Sunnyfield Circle to construct a 55 x 15 foot addition to his existing driveway. Nelson moved to approve a driveway permit for Mr. Van Heel. Merdan second. All in favor. Motion carried.
4. **Gielen Plat** – Mr. Gielen appeared to request the signing of a preliminary plat. Mr. Gielen was requested to attend the next meeting of the Avon Township Planning Commission to begin this process.
5. **Brush pile removal on 365th** – Koopmeiners will handle this.
6. **Brushing on Upper Spunk Lake Road** – Koopmeiners will handle this.
7. **Damaged Mailbox** – a resident requested reimbursement for a damaged mailbox. The resident was informed to check the Snow Policy; the Township is not liable except if there is evidence that it was actually hit by the plow.
8. **Sand** – a resident swept sand from the road and returned it to the Township.

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

1. **Kelly Conditional Use Permit** – Mr. Bill Kelly appeared to request a CUP for a paint spray booth operation. The Planning Commission supports the request. Nelson move to approve a Conditional Use Permit for a paint spray booth for Mr. Bill Kelly. Merdan second. All in favor. Motion carried.
2. **Officers** – Mergen reported that he was re-elected as Chair and Kremers was re-elected as Vice-Chair.
3. **Fees** – The Planning Commission recommends adding to the fee schedule a fee of \$50 to sign preliminary plats and to increase the driveway permit fee to \$50. Merdan moved to approve a plat-signing fee of \$50. Nelson second. All in favor. Motion carried. Merdan moved to increase the driveway permit fee to \$50. Nelson second. All in favor. Motion carried.
4. **Maps** – Will Huston may be able to provide a road map of the Township for the Hall.
5. **Stearns County Transportation Plan 2040** – Nelson moved to authorized Ken Mergen, Will Huston, and John Merdan to participate in the process as their schedules allow. Merdan second.

All in favor. Motion carried.

6. **Road Inspection** – The Planning Commission examined the results though most members weren't familiar enough with roads to offer constructive advice.
7. **Gravel Pits** – the Supervisors suggested that the Planning Commission should review Township gravel pits and inspect the sites as necessary.

Merdan moved to approve the Planning Commission report. Nelson second. All in favor. Motion approved.

Public Hearings: *none scheduled*

Scheduled Business:

1. **Liquor Licenses** – Merdan moved to approve On-Sale and Off-Sale 3.2 liquor licenses for *Tumbleweed Tavern, The Landing, and Pelican Lake Ballroom*. Nelson second. All in favor. Motion carried.
2. **Furniture** – The City of St. Joseph is working on a new facility. Bresnahan will look into the possibility of obtaining their used furniture. If additional chairs are required for a meeting, the Town will rent or borrow them.
3. **Deputy Treasurer** – The deputy treasurer, appointed by Treasurer Martini, should be sworn in and take the oath of office.
4. **SCORE Funding** – The Township received \$1000 SCORE granting funding from Stearns County to defray costs of using the City of Avon compost facility.
5. **Planning Commission Appointment** – Two applications were received for a vacancy that opened when Nelson was elected to the Board of Supervisors. Nelson moved to appoint Mr. Dean Martini to the Avon Township Planning Commission. Motion failed for lack of a second. Merdan moved to appoint Mr. LeRoy Gondringer to the Avon Township Planning Commission. Bresnahan second. All in favor. Motion carried.
6. **Trailer** – the trailer purchased from Midsota requires a license. Nelson moved to authorize a check for the license fee for the trailer. Merdan second. All in favor. Motion carried.
7. **Koopmeiners Telephone** – Nelson moved to authorize payment of any extra minutes incurred by Koopmeiners on his cell phone. Merdan second. All in favor. Motion carried.
8. **Chipper** – Nelson moved to authorize the rental of a chipper at General Rental. Merdan second. All in favor. Motion carried.
9. **Planning Commission Representative** – this duty will rotate among the Supervisors.
10. **Nuisance Complaint** – Nelson reported that he was contacted by the Deputy Sheriff about a nuisance complaint directed at two properties on Sunnyfield Circle.
11. **Key Distribution for Hall User Groups** – no change will be made from the current policy.

12. **Kurtzman Road settlement** – a letter was received from the attorney representing the Township, Mr. Ken Bayliss indicating that the final settlement is waiting for taxes to be paid. Apparently the taxes were paid by the time the Township received the letter.
13. **Board of Appeals & Equalization Minutes** – Merdan moved to approve the minutes from the April 28, 2014 meeting of the Avon Township Appeals & Equalization Board. Nelson second. All in favor. Motion carried.

Other/Old Business

1. **Township Logo** – no action.

Reports/Announcements

1. A home on Co Rd. 155 burned down in a recent fire.
2. Two wind turbine projects are scheduled for development in the County.
3. A 5-acre parcel in an A-40 zoning does not have a building credit unless it is a lot of record.
4. An inquiry was received about the existence of Township regulations against trash in neighborhoods. The only rules/laws are those of Stearns County.
5. Certificate of Real Estate Value were received for Preusser (15588 160th Ave; \$320,000), Crown Point Properties (former Township property on Char Avenue; \$102,500), Hadrich (14475 Co Rd 159; \$180,000), King (511 1st St. SE; \$112,500), Ebnet (18424 Red Maple Dr.), Lutgen (32235 Narnia Lane; \$170,000), and Traut (37762 145th Ave; \$170,000).
6. Construction Site Permits were received for Haakonson (37574 145th Ave; house with garage) and Merdan (32498 Co Rd 50; house with garage).
7. A request for a 911 sign was received from Eric Merdan. The Fisher's were sent a notice about how to obtain a 911 sign.
8. The Saint John's Solar Field expansion has been delayed.
9. The Spring 2014 issue of the *Technology Exchange* Newsletter was received.
10. The *GameTime* catalog was received.
11. A letter was received from MidContinent Cable notifying the Township of a pending change in prices.
12. The original documents from the Ebnet variance hearing were returned but the Ebnet's still had not received them in the mail after more than 10 days.
13. Catalogs and information was received from J & J Dust Control, MPH Enterprises (roadwork), and All things Asphalt.

14. There was another request to use of Town Hall for a private party but it was denied.

15. A Feedlot Permit was received for Markfort & Lashinski (14279 Co Rd 52).

16. Verizon will upgrade antennas and equipment at 32096 Co Rd 50.

Announcement of Next Meeting: Nelson moved to continue the meeting on May 21, 2014 at 7:30 PM in Avon Township Hall. Merdan second. All in favor. Motion carried.

Respectfully submitted,
Stephen Saupe, Clerk

Supervisor Approval

Richard Bresnahan

John Merdan

Roger Nelson

Attest

date