

Minutes of the Meeting of the Avon Township Supervisors February 4, 2015

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*), Marion Gondringer (*Deputy Clerk*) and Paul Buttweiler (*Deputy Treasurer*).

Approval of Agenda: The following were added to the agenda: art exhibit in the Town Hall, Behrend response to the Town’s request to remove obstacles in the road right-of-way. Merdan moved to approve the agenda as amended. Nelson second. All in favor. Motion carried.

Minutes: The minutes were amended to show that Merdan, not Nelson, seconded the motion to set a public hearing for the Thelen Variance. Nelson moved to approve the amended minutes from the January 7, 2015 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 01/01/2015 to 01/31/2015 (*below*).

Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance
General	86,772.05	5,123.01	3,769.41	88,125.65
Road & Bridge	52,341.94	5,816.12	3,541.17	54,616.89
Road Damage Deposit	1,000.00	0	0	1,000.00
Fire Fund	6,097.17	1,830.73	0	7,927.90
Capital Projects	52,696.92	293.46	0	52,990.38
total	198,908.08	13,063.32	7,310.58	204,660.82

Martini’s home address will continue to be used for IRS and related mailings. Give Martini receipts for any purchases; receipts can be left in the office in the sorter. Also, if not listed clearly on the receipt, indicate what the item is so that it can be classified correctly in CTAS. The Report of Outstanding Indebtedness was completed and will be returned by Saupe. According to Martini, the date on the lower left-hand corner of the financial forms is the launch date for the newer version of CTAS. Dates that appear in the claims/disbursements reflect the day that Martini enters them into the computer. Martini reported that the Workman’s Compensation Audit was submitted. Merdan moved to approve the Treasurer’s Report. Nelson second. All in favor. Motion carried.

Approval of Claims & Payroll: Martini presented claims 2481 – 2495. Checks #8140 (printed incorrectly) & #8146 were voided. Martini will inquire whether the Clerk is required to sign claims prior to the Supervisors. Claim #2471, mistakenly written for \$1219.90, was changed to \$1219.64. Koopmeiner’s was paid on the 13th using a different tax table; the difference is reflected on the 28th paycheck. January PERA claims, #2480 & #2496, were signed. Koopmeiners sold the Town weights for the plow. Claim #2493 (Check #8155; Albany Fleet) was voided because it included amounts already paid. Nelson moved to approve the claims. Merdan second. All in favor. Motion carried.

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

1. **Woitalla Driveway Permit** – The PC supports a request by Mr. Ray Woitalla for a driveway permit. Merdan moved to approve a driveway permit for Mr. Woitalla contingent upon it having aprons and culverts, be no less than 10 feet from an existing driveway, be no more than 20 feet wide, and that he is granted an easement by the Angulski's and that the easement is recorded. Nelson second. All in favor. Motion carried. Once Mr. Woitalla provides the Town with his \$250 fee and easement document, he will be issued the signed driveway permit.
2. **Saint John's Solar Community Garden** – Br. Benedict Leuthner and Mr. Gary Jorgenson from Saint John's appeared to alert the PC to a future request for a Conditional Use Permit for a Solar Community Garden. It will be a 15-acre addition to their existing solar array. They are working with Geronimo Energy. When the sun is shining, it should be able to generate enough electricity to power the entire campus. To initiate the process, Saint John's will not need to attend another PC meeting; the Supervisors agreed that Saint John's should submit a letter to the Clerk requesting the hearing and include the completed application and fee.
3. **Truck Parking Ordinance** – The PC is investigating the need for an ordinance to prevent overnight and prolonged parking by large vehicles in high-density neighborhoods.
4. **Sandpiper Pipeline** – Bresnahan provided an update on the pipeline project. The Town, jointly with Saint John's Abbey and Saint John's University, filed a document prepared by Rinke-Noonan opposing the alternate route cited along I-94.
5. **Form Revision** – The PC examined and suggested revisions for several forms. Edits will be made and the documents brought to the Supervisors for final approval.
6. **Terms** – The terms of Gondringer and Kremers are up. Both want to be considered for reappointment. The Supervisors completed performance appraisals for both – in summary, both did a good job. Nelson moved to reappoint Gerry Kremers for a three-year term on the Avon Township Planning Commission. Merdan second. All in favor. Motion carried. Merdan moved to reappoint LeRoy Gondringer to a three-year term on the Avon Township Planning Commission. Nelson second. All in favor. Motion carried.
7. **Rules** – Gondringer reported at the PC meeting that federal rules could overrule the Township moratorium on lighted cell phone towers. Lakes should have a 50-foot buffer, but this is not being enforced.

Merdan moved to accept the Planning Commission report. Nelson second. All in favor. Motion carried.

Road & Maintenance Report: There were a few complaints about snow plowing. Overall it went well.

Public Hearings: *none scheduled*

Business:

1. **AIS** – Discussion postponed – Mr. Denis McGuinness was not in attendance. Bresnahan moved to submit a grant to the DNR to control Eurasian milfoil in Middle Spunk. Nelson second. All in favor. Motion carried. The Clerk will submit a grant. This information will also be shared with the

Avon Lakes Areas Association.

2. **Meeting Schedule Resolution** – Nelson moved to approve Resolution 02-04-15: Resolution Adopting a Regular Meeting Schedule for Avon Township, Stearns County, MN. Merdan second. All in favor. Motion carried.
3. **Buy America Bond** – Mr. David Drown, Drown Associates, suggesting the possibility of refinancing the bond on the Town Hall with a MN Rural Water Association “Micro Loan” program bond. After much discussion, it wasn’t clear that it would be financially advantageous to do so. Martini and Bresnahan will contact Avon State Bank officers for advice and report back at the next meeting.
4. **Liquor Licenses** – Nelson moved that the Supervisor’s must approve a liquor license before it can be signed. Merdan second. All in favor. Motion carried. Mr. Darin Agnew inquired about the Township signing a liquor license for Mr. Jim Nierenhausen.
5. **Gophers** – Nelson moved to eliminate the gopher bounty for 2015. Merdan second. All in favor. Motion carried.
6. **Annual Meeting** – The Supervisors approved the agenda for the Annual Meeting. Cookies, coffee and refreshments will be served. Saupe will purchase.
7. **Meeting Dates** – The Qualification / Organizational meeting will be held on Wednesday March 18th, 2015. Town staff are requested to attend. The Board of Appeals & Equalization meeting will be held on Monday, April 27th, 2015.
8. **Performance Reviews** – The Supervisors need to complete performance reviews for Joe Koopmeiners (maintenance) and Dolores Pilarski (custodian/housekeeper).
9. **Exhibit at the Town Hall** – Bresnahan reported that there will be an exhibit of Paul Wagner’s photographs of various residents of Avon Township. It will be up during the Town Meeting and Election. The exhibition is sponsored by the Legacy Amendment.
10. **Capitol Day** – Bresnahan moved to authorize Nelson, Martini and Merdan to attend Stearns County Day at the Capitol. There was no second, both Nelson and Merdan abstained. The Clerk was recruited to second the motion. Motion carried (Nelson and Merdan abstentions).
11. **Behrend’s** – Mr. Behrend’s has not yet responded to the Township request to clear items from the road right-of-way.

Other/Old Business

1. **Township Logo** – no action.
2. **Eichers Conditional Use Permit** – no action.
3. **Truck Parking Ordinance** – no action.

Reports/Announcements

- a. No Certificates of Real Estate Value were received.
- b. No Construction Site Permits were received.
- c. No Special Assessment searches were performed; one inquiry was received.
- d. No requests for 911 signs were received.
- e. No feedlot permits were received.
- f. There was an inquiry concerning adding a building to property at 360th & Co Rd 9.
- g. If purchases are made at Office Max/Office Depot, use the new tax-exempt cards.
- h. A call was received to inquiry whether or not the Township issues business licenses – all licenses are issued through Stearns County.
- i. Election Update – affidavits of candidacy were received from Martini (Treasurer) and Merdan (Supervisor). Absentee ballots are requested through the Clerk. The Town Hall will be open from 10 AM – 12:00 PM on the Saturday March 7th to accept absentee ballots.
- j. Bresnahan reported that he has unsuccessfully tried twice to contact Representative Howe concerning our roadwork grant for Norway Road.
- k. Nelson reported that it might be possible to obtain funds from the MN Unclaimed Property Fund for roadwork projects.
- l. The Avon Township/City of Avon Joint Planning Board meets on February 26, 2015 at 7:00 PM in the Township Hall.

Announcement of Next Meeting: The next meeting will be March 4, 2015 at 7:30 PM in Avon Township Hall.

Adjournment: Nelson moved to adjourn the meeting at 10:35 PM. Merdan second. All in favor. Motion carried.

Respectfully submitted,
Stephen Saupe, Clerk

Supervisor Approval

Richard Bresnahan

John Merdan

Roger Nelson

Attest

date