

Minutes of the Meeting of the Avon Township Supervisors

February 3, 2016

Avon Township Hall, 16881 Queens Road, Avon (MN)

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 and welcomed guests.

Pledge: The Pledge of Allegiance was recited.

Recording: Bresnahan announced that the meeting was being recorded. The recorder was turned on.

Roll Call: Present – Richard Bresnahan, John Merdan, Roger Nelson, Kelly Martini, and Stephen Saupe. Also present – Paul Buttweiler (*Deputy Treasurer*), Marion Gondringer (*Deputy Clerk*), Will Huston (*Planning Commission report*), and Joseph Koopmeiners (*Maintenance*).

Approval of Agenda: Nelson moved to approve the agenda with additions. Merdan second. All in favor. Motion carried.

Minutes: Merdan moved to approve the minutes of the January 6, 2016 meeting with the clarification that Planning Commission members suggested a levy increase (#3, Planning Commission). Nelson second. All in favor. Motion carried.

Planning Commission Report: Mr. Will Huston from the Planning Commission reported:

- Pierskalla/Ramler Asphalt Plant** – Knife River requests renewal of the IUP for their asphalt plant. Nelson moved to set a public hearing at the Planning Commission meeting to be held on February 24, 2016 at 7:45 PM to consider a request for an Interim Use Permit by Knife River for an Asphalt Plant on the Pierskalla/Ramler site. Merdan second. All in favor. Motion carried. A site inspection will be planned when the plant is in operation.
- Ramler Property Drainage** – Mr. Chris Ramler appeared at the PC meeting to request an extension of culverts on his property so that he could travel the length of his property without having to go onto the road. Nelson moved to approve the addition of 36 foot extension to the culverts on the property of Mr. Chris Ramler, 36903 Pelican Lake Road, conditional upon an 18 x 36 foot easement over the pipes to allow for any Township maintenance, and on the condition that Mr. Ramler signs a maintenance agreement with the Township. Merdan second. All in favor. Motion carried. The Clerk will send a letter to Greg Bechtold, Stearns County Environmental Services, alerting the County of this decision. Bresnahan will contact the Township attorney about how to proceed with the easement. The Township especially wants to prevent Mr. Ramler or a future resident from building on top of the culvert as has happened in other parts of the Township. The project will need to meet all Stearns County rules; Mr. Ramler has been working with the County.
- Agenda & Minutes** – to provide residents with quicker access to the agendas, they will be posted on the website the Sunday before the Planning Commission and Supervisor meetings. The minutes will be posted on the website after they have been approved.
- Plat Review Forms** – the Planning Commission is working on updating the procedures/forms for plat reviews.
- Saint John's Solar Garden Update** – Excel Energy has apparently used a technicality to block the Saint

John's project, which is unfortunate because Saint John's had already invested thousands of dollars in electrical work.

Nelson moved to approve the Planning Commission report. 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 1/1/2016 to 1/31/2015 (*below*). The total beginning balance is the same as the end balance for last month, but the amounts in the General Fund and Road & Bridge differ because \$2,704.28 was moved from one fund to the other. In addition:

1. Martini completed the Workman's Comp Audit and Report of Outstanding Indebtedness.
2. Some vendors have been getting paid late because their invoice arrives after the claims are picked up at the Town Hall. The address of all Township business will remain the Town Hall, but we will make an effort to process any invoices that arrive at the Town Hall before checks are cut.
3. Supervisors requesting compensation for Township work will use the Affidavit of Interest in Claim form.
4. Martini will use CTAS to create a template for our annual budget.

Nelson moved to accept the Treasurer's report. Merdan second. All in favor. Motion carried.

For the Period : 1/1/2016 To 1/31/2016

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$96,550.26	\$4,771.53	\$4,824.71	\$96,497.08
Road and Bridge	\$188,615.34	\$5,466.46	\$51,790.84	\$142,290.96
Road Damage Deposit	\$1,800.00	\$0.00	\$0.00	\$1,800.00
Fire Fund	\$5,824.68	\$1,762.24	\$0.00	\$7,586.92
General Capital Projects	\$62,235.44	\$277.51	\$0.00	\$62,512.95
Total	\$355,025.72	\$12,277.74	\$56,615.55	\$310,687.91

Approval of Claims & Payroll: Martini presented claims #2753 – 2764. January PERA claims were 2751 and 2752. Check 8513 was voided to Star Publications (previously paid). The Federal mileage rate is now \$0.54. Merdan moved to approve the payroll and claims. Nelson second. All in favor. Motion carried.

Maintenance & Road Report:

1. **165th Avenue** – Mr. Will Huston, Westwood Professional Services, appeared to discuss potential roadwork on 165th Avenue. Nelson moved to advertise for bids for this project with bid opening set for the March meeting. Merdan second. All in favor. Motion carried. Huston will send announcements to Knife River, Hardrives and other potential bidders. Completion of the work will be scheduled to avoid Saint John's class/sports schedule.
2. **County Roads Turned Back to Townships** – Nelson moved to approve Resolution 02-03-16-1: For the Stearns County Board of Commissioners to Receive Township Approval for County Roads to be turned back to Townships. Merdan second. All in favor. Motion carried.
3. **911 Sign** – a 911 sign will be ordered and installed for a resident at 15588 360th after receiving the \$75 fee.

4. **Driveway Deposit** – a driveway on Red Maple Drive will be examined during road inspection to determine if the damage deposit will be returned. There appears to have been damage to the road during construction but the resident states the road was like that.
5. **Snow Routes** – Koopmeiners has outlined the snow routes taken by plow drivers. This information will be useful for future drivers or interested residents. It will be posted on the website.
6. **Plowing Snow Across Roads** – several residents were sent letters requesting that they stop plowing snow across a Township (or any) road because it is dangerous to the plows and it is illegal.

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

Public Hearings: *None scheduled.*

Scheduled Business:

1. **Eurasian Milfoil** – Denis McGuiness from the Avon Area Lakes Association appeared to present an update. He stated that this summer 8 acres had been treated on Middle Spunk and 1 acre on Lower Spunk, mostly by handpicking. They are waiting to see the effectiveness of the treatment but the cost was lower than chemical treatment. Mr. McGuiness also said that most area lakes have now been surveyed for milfoil and that no City or Township funds have been used. All funding was obtained from grants and fund-raising, and they have submitted another grant request to the DNR. Nelson wants to see a sample of the plant. Mr. McGuiness will be included on the agenda of the Annual Meeting.
2. **Computer Donation** – Merdan moved to approve Resolution 02-03-16-2: Accepting Gift. Nelson second. All in favor. Motion carried.
3. **Recording** – we are still investigating the best recorder to purchase. We plan to purchase a good quality portable recorder that can be used during meetings as well as site visits, road inspection, etc. Residents can listen to the recordings by making an appointment with the Clerk. If after listening to the entire recording, the resident may request a copy for which they will be charged a fee for expenses.
4. **Stearns County Day at the Capitol** – Nelson, Martini and Merdan will attend.
5. **Elections Update** – One absentee ballot has been received to date. The office will be open on Saturday March 5th from 10 AM – 12 PM to accept absentee ballots. Voting will move into the conference room this year to allow residents to access the Main Hall prior to the Annual Meeting. The pretest of the Automark has been completed. The Public Accuracy Test will occur on Wednesday, March 2 at 6:30 PM.
6. Bresnahan attended a Stearns County Planning Commission meeting to inquire about policies on properties with LESA scores in the 70's. There is no policy; cases are considered on an individual basis.

Other/Old Business: *none*

Recurring Reports:

1. There was a request for a 911 sign (33375 185th Ave).
2. Certificates of Real Estate Value were presented for Kollodge (\$91,500) and Bitzan (\$50,000).
3. No Construction Site Permits were received.
4. No feedlot or home-extended business permits were received.

- 5. No County public hearing notices were received.
- 6. Special Assessments Searches were performed for Host/Schneekloth-Host (37973 186th) and Raden (17903 St. Anna Dr.)

Announcements & Brief Reports:

- 1. MidContinent is now called Midco.
- 2. The TriCounty Humane Society corrected an invoice that was sent in error – no charges were made for boarding a stray dog because it was accepted without Township preapproval.
- 3. The rezoning request for the Baker/Weber properties was approved by Stearns County. A revised Zoning Map was received from the County.
- 4. Stearns County will hold a hearing on amendments to Subdivision Ordinance 230 on March 1st.
- 5. The *Technology Exchange Newsletter* (Winter 2016) was received.
- 6. Cutting Edge Tree Service sent an advertisement of services.
- 7. The joint proposal submitted by the City and Township for a Local Government Initiative Award was unsuccessful. The Clerk expressed disappointment that the Humphrey Institute never even informed the Township of this decision.
- 8. The Town will soon be requested to complete a Government Units Survey.
- 9. The Ritzer family is planning to split some property; representatives will appear at the upcoming Planning Commission meeting.

Adjournment: Nelson moved to adjourn the meeting at about 9:55 PM. Merdan second. All in favor. Motion carried.

Announcement of Next Meeting: The next regular meeting will be held on Wednesday, March 2, 2016 at 7:30 PM. Other upcoming meetings

Respectfully submitted,

Stephen Saupe, Clerk

Supervisor Approval: _____ date: _____

Richard Bresnahan

Roger Nelson

John Merdan