

# Minutes of the Meeting of the Avon Township Supervisors

November 7, 2018

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

**Call to Order:** Chair Will Huston called the meeting of the Avon Township Supervisors to order at 7:00 P.M. in the main chamber of the Avon Township Hall.

**Pledge:** The Pledge of Allegiance was recited.

**Roll Call:** Present – Will Huston, Mike Linn, Kelly Martini, John Merdan, and Stephen Saupe. Also present – Paul Buttweiler (*Deputy Treasurer*), Joe Koopmeiners, Ken Mergen (*Planning Commission Chair*), and Marion Gondringer (*Deputy Clerk*).

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

**Minutes:** Linn moved to approve the minutes of the October 3, 2018 meeting as presented. Merdan second. Two in favor. One abstain (Huston). Motion carried.

**Planning Commission Report** – *Presented by Ken Mergen, Chair:*

- Cheney Road Work** – Mr. Ron Cheney (18659 & 18647 368<sup>th</sup> St.) appeared at the PC meeting and at tonight's meeting to request removing brush along 368<sup>th</sup>, which is a publically dedicated, but privately maintained road. He proposes to remove brush 3 to 4 feet on the north side of the road, up to the existing utility pole along the roadway. Linn moved to approve the request by Mr. Cheney to clear 3-4 feet of brush along the north side of 368<sup>th</sup> on the condition that it meet all Stearns County rules and guidelines and that there is no issue with wetlands. Merdan second. All in favor. Motion carried.
- Weed Management** – Mr. Charlie Nordby appeared at the PC meeting and at tonight's meeting to discuss weed management in the Township. Mr. Nordby encourages the Town and County to become involved with, and to develop a management plan for, terrestrial weeds like European buckthorn. The Town doesn't currently remove buckthorn from the right-of-way, but may now do so.
- Maciejewski Driveway Permit** – Keith & Rachel Maciejewski appeared at the PC meeting to request a driveway permit for their property at 14008 355<sup>th</sup> Street. The PC supports the request on the condition it be inspected. Koopmeiners inspected and reported that it requires a 15 inch steel culvert and aprons. Linn moved to approve a driveway permit for Keith & Rachel Maciejewski for their property at 14008 355<sup>th</sup> Street on the condition it is no wider than 24 feet and has a 15-inch steel culvert and aprons. Merdan second. All in favor. Motion carried.
- Streit Certificate of Compliance** – Mr. Keith Streit appeared at the PC meeting and at tonight's meeting to request a Certificate of Compliance to attach a 6-acre parcel (Tract A-1) to his existing 12.8 acre parcel (Tract-A; Legal description – Lot 1, Block 1, Northern Lights Third Addition, according to the recorded plat thereof, Stearns Count Minnesota) on 370<sup>th</sup> Street to 'square it off.' The PC supports the request. Linn moved to approve a Certificate of Compliance for Mr. Keith Streit. Merdan second. All in favor. Motion carried.
- Ebnet Driveway** – Mr. Tony Ebnet applied for driveway permit for the driveway he installed on his property at 18424 Red Maple Drive without a permit. The PC recommends that no action be taken until Mr. Ebnet pays the required damage deposit and penalty for an after-the-fact permit. Linn moved

to require Mr. Ebnet to pay the damage deposit and after-the-fact penalty before acting on the permit. Merdan second. All in favor. Motion carried. The Clerk will follow up with a letter.

- 6. **Yurczyk Certificate of Compliance** – There will be a meeting of the Joint Planning Board on November 8 at 6:30 PM at the Avon City Hall at 6:30 PM to consider a request for a Certificate of Compliance for Ms. Kathleen Yurczyk to split her 80 acres into one 10 acre parcel to be retained by Ms. Yurczyk and one 70 acre parcel for purchase to Lange Properties. Mr. Lange will need to identify which 30 acres of his new property that will be restricted from development. In addition, he will also need an IUP from the Joint Powers Board if he plans to expand his mining operation to the new site.

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

**Treasurer’s Report:** Martini read the Treasurer’s Report and presented the Cash Control Statement for the period 10/01/2018 to 10/31/2018 (*below*). The Supervisors decided that the Town will hold escrow payments in either a separate account or a separate fund in our current account. The Town will not require a Letter of Credit for escrow payments. Martini will explore opening a separate account at the Credit Union to deposit escrow checks. Linn moved to approve the Cash Control Statement and Treasurer’s report. Merdan second. All in favor. Motion carried.

For the Period : 10/1/2018 To 10/31/2018

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$172,073.84	\$5,155.66	\$4,554.13	\$172,675.37
Road and Bridge	\$263,656.97	\$0.00	\$8,370.23	\$255,286.74
Road Damage Deposit	\$1,450.00	\$0.00	\$0.00	\$1,450.00
Fire Fund	\$11,901.51	\$0.00	\$0.00	\$11,901.51
General Capital Projects	\$41,996.16	\$0.00	\$37.78	\$41,958.38
<b>Total</b>	<b>\$491,078.48</b>	<b>\$5,155.66</b>	<b>\$12,962.14</b>	<b>\$483,272.00</b>

**Claims & Payroll:** Martini presented the November claims (3433-3432), which totaled \$45,229.67. October PERA claims were 3431 & 3432 (total \$491.30). October and November payrolls were \$2,630.02 and \$1,436.15, respectively. Huston was erroneously written a check. It will be voided, along with PERA, and the claims will be represented next month. Martini will hold the check for Dale Gruber, Inc., until the issues with the soffits and shingles are resolved.

**Town Hall Maintenance Report** – presented by Joe Koopmeiners

- 1. **Hail Damage Repair** – The repairs from the hail damage are now complete, though Koopmeiners noticed damage to the soffits, AC covers, and a bent F-channel that was done during the repairs. Huston will follow up before payment is authorized.
- 2. **Furnace** – The furnace required a new fan unit. It was an expensive repair.
- 3. **Housekeeping** – the kitchen was left messy, most likely caused by the Girl Scouts. They were alerted to the problem and they were requested to be more thorough in cleanup. We are not sure how often our housekeeper is working; the Clerk will follow up.
- 4. **Bueckers** – pumped the floor drains in the shop.

## **Road Report**

1. **Road/Maintenance Report** – Among the projects that were completed included: filling potholes on Norway Road, Shoreview, 360<sup>th</sup>; installing a tar patch on 190<sup>th</sup>; grading gravel roads; cleaning up trees on Nob Hill and Peach Drive; moving the bridge chevrons on Pelican Lake Road; and ordering and installing 15 mph signs for Tower Road.
2. **Snow Readiness** – Koopmeiners reports that we are ready. He salted/sanded roads today.
3. **Anderson Plowing** – no action was taken on the letter written to Ms. Anderson.
4. **Project Update** – 135<sup>th</sup> Avenue ditch repair was completed. The 360<sup>th</sup> culvert repair is complete and the resident who damaged the right-of-way on 360<sup>th</sup> partly repaired it. Alternate quotes will be sought for repairing the guardrail on Tower Road.
5. **Queens Road Bridge Signs** – vandals keep stealing the signs. The Town may no longer need these signs because it is no longer a true bridge – the bridge was replaced by a culvert many years ago. Huston will look into it with the County.
6. **190<sup>th</sup> Trees** – The Weavers removed trees on 190<sup>th</sup>.
7. **Weed Report** – Koopmeiners completed the annual weed report. The Clerk will submit it to the County.
8. **Norway Road** – The Township was awarded our MN-DOT LRIP grant of \$737,000 to resurface Norway Road. The Board thanked Huston for his work on the grant. Huston will meet with the County next week to begin planning.

**Public Hearings:** *None scheduled.*

## **Business:**

1. **Ebnet Compliance Agreement** – Because the County had signed a Compliance Agreement with the Ebnet's, Huston moved to not send the letter authorized at the previous meeting requiring that they remove the non-compliant garage within thirty days. Linn second. All in favor. Motion carried.
2. **Election Report** – The Clerk reported that the General Election went very smoothly. Exactly 1000 residents voted at the Town Hall for a turnout of 70%, which was higher than the statewide average. We had 17 voting stations set up, including ones for standing or sitting voting. There was also an assistive voting device available (Automark). We are very grateful to the 11 election judges (Deb Angulski, Lisa Baker, Sharon & Rich Beach, Marion Gondringer, Joyce Hess, Kelly Martini (Head Judge), Jane Merdan, Ken Mergen, Bev Nathe, and Sue Rushmeyer) who served for this election. We used the epoll books again and they worked well. Few voters had to wait more than a few minutes to vote.
3. **Survey from Center for Digital Government** – no one will follow up on this survey request.
4. **Enterprise Contribution** – this month will include an election update and notice of the LRIP grant.

**Other/Old Business:** Old business includes: the inventory, permitting to the County/MOU, logo, and fine revenue.

**Signatures / Documents / Treasurer:** documents were signed as necessary.

**Recurring Reports:**

1. A request for a 911 sign was received from Maciejewski (14008 355<sup>th</sup> St.). There was a request to lower the fee for a 911 sign if a post is not also required. The fee will remain the same.
2. A Construction Site Permit was received for Stanke (18384 332<sup>nd</sup> St.) for a 12 x 16 storage building.
3. No Feedlot Permits were issued.
4. A Special Assessment Search was completed for
5. There were no relevant County hearings.

**Announcements & Brief Reports:**

1. The MAT Conference will be held in Duluth on Nov 15-17. Martini and Merdan will attend.
2. MN DOT street lights are available for purchase.
3. Huston will take Board of Appeals training.
4. We will not put a link for the Mesiothelioma Society on our website.
5. Board of Adjustment Training is needed for Huston.
6. There was an inquiry about any potential variances for 34337 Co Rd 9 (Florian Phillipi Trust) by Susanne Barkalow. In the not too distant past there was a variance handled by County.
7. A request was received for contact information concerning locating cemetery records. We recommended contacting Holdingford Parish House.
8. No one will follow up on a survey request from the Center for Digital Government.
9. There will be a Drainage & Water Conference on Feb 14, 2019 at the St. Cloud River’s Edge Convention Center sponsored by Rinke-Noonan.

**Announcement of Next Regular Supervisor Meeting:** The next regular meeting will be held on Wednesday, December 5, 2018 at 7:00 PM.

**Announcement of Other Town Meetings:** The Joint Planning Board Meeting will be held Thursday, November 8 at 6:30 in the Avon City Hall.

**Adjournment** – Merdan moved to adjourn the meeting at about 8:45 PM. Linn second. All in favor. Motion carried.

Respectfully submitted,  
Stephen G. Saupe, Clerk

Clerk signature: \_\_\_\_\_

**date:** November 17, 2018

**Supervisor Signatures:**

date: \_\_\_\_\_

\_\_\_\_\_  
Will Huston

\_\_\_\_\_  
Mike Linn

\_\_\_\_\_  
John Merdan