

Minutes of the Meeting of the Avon Township Supervisors

February 13, 2019

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, John Merdan, Mike Linn and Kelly Martini. Absent – Steve Saupe. Also present – Joe Koopmeiners, Paul Buttweiler (*Deputy Treasurer*), and Marion Gondringer (*Deputy Clerk*).

Approval of Agenda: Merdan moved to approve the agenda as amended. Second by Linn. All in favor. Motion carried.

Approval of Minutes: January 2, 2019 minutes. There was an unresolved motion in the minutes. It will be corrected and the minutes will be presented at the March meeting for approval.

Planning Commission Report – There was no report since January meeting was cancelled due to inclement weather. However, the following items were discussed at this time.

1. **Ritzer** feedlot permit was renewed by the County to extend the permit to 2/3/2019.
2. **Sheryl Schneider** – Building credit transfer to 16898 Queens Rd. will be added to the February Planning Commission Meeting agenda on February 27, 2019.
3. **Stearns Community Solar One CUP(s)**. (One CUP per megawatt. 2 CUP's) An extension on this permit (expiring on July 14, 2019) was originally requested. This permit can only be extended one time, which has already happened. The original permit was issued on July 14, 2018; the extended permit expires on July 14, 2019. The county has stated that obtaining a building permit constitutes action taken as far as the project having begun, since it indicates use as being established. Discussion included the conditions of the CUP including securing the required decommissioning fees for removal and restoration costs at the end of life. Driveway to the site is located on private land, not a Township road. Concern for the Wobegon Trail in the area was discussed and photos will be taken at road inspection to document pre-construction conditions of the trail. Huston will make contact concerning the conditions of the CUP. Motion by Huston to require documentation of the \$50,000 decommissioning surety for each of the two solar garden sites. Second by Linn. All in favor. Motion carried. Surety value for vegetation reconstruction is on hold until a dollar amount is established.
4. **Century Link fiber optics:** Century Link requests permission to install a telephone utility line along selected township roads. Motion by Linn to approve granting permission, as requested, to Century Link to place, construct and thereafter maintain a telephone utility along Queens Rd, starting at Co Rd 9 and ending at 160th Ave, and along 160th Ave, starting at Queens Rd and ending at 360th Street. Second by Merdan. All in favor. Motion carried.

Treasurer's Report:

CTAS has issued a new update. S&P Global rating for outstanding debt requested the 2017 report. Treasurer has sent the report as requested.

Martini read the Treasurer's Report and presented the Cash Control Statement for the period 01/01/2019 to 01/31/2019 (*below*). Martini noted a \$4.00 discrepancy in the report totals on the Cash Control Statement as compared to the bank balances for treasurer cash on hand and treasurer's report. Motion by Huston to accept the Cash Control Statement with the \$4.00 discrepancy. Second by Linn. All in favor. Motion carried.

Avon Township

Cash Control Statement

For the Period : 1/1/2019 To 1/31/2019

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$181,132.54	\$3,079.94	\$8,135.71	\$176,076.77
Road and Bridge	\$315,788.47	\$2,916.46	\$3,237.00	\$315,467.93
Road Damage Deposit	\$1,850.00	\$0.00	\$0.00	\$1,850.00
Fire Fund	\$5,807.69	\$891.22	\$0.00	\$6,698.91
General Capital Projects	\$43,160.92	\$42.90	\$0.00	\$43,203.82
Total	\$547,739.62	\$6,930.52	\$11,372.71	\$543,297.43

Claims & Payroll: Martini presented claims and payroll. Discussion took place surrounding timesheets and reimbursement claims. Huston stated that submitted timesheets and reimbursement claims cannot be altered by anyone without board approval. Supervisors noted that Gruber Construction has completed the hail damage repair. The original check, which was being held until the work was completed satisfactorily, will be voided. The check was not issued because the work done was not completed at that time (Check #9490 = \$40,432.68, November 2018). A new check will be issued with a current date.

Martini presented the January PERA claims (#3500, #3501), = \$491.30. January payroll - \$2630.02 and February payroll - \$1153.57. January claims (3502 - 3513) = \$3613.57. Huston moved to approve the claims and payroll from January. Second by Linn. All in favor. Motion carried.

Town Hall Maintenance Report – presented by Joe Koopmeiners

1. **Propane** is at 39% remaining.
2. **Insulation** – Koopmeiners was authorized to obtain quotes to upgrade the insulation of the maintenance garage.
3. **Town Hall Use Policy** – This will be included on the agenda for the March Annual Meeting to get feedback from residents.

Road Report

1. **Monthly roadwork and Snow removal update** – A resident commended Koopmeiners on the plowing that he has supervised and completed. Huston seconded the positive comments on the snow plowing that has taken place and recognized the challenges we have had with snow and ice this winter season. He concluded that the plowing has been done well, in a timely fashion and very thoroughly.
2. **Salt sand** is at 25% remaining. Koopmeiners will continue to sand as needed and order more salt if necessary. Koopmeiners stated that we could purchase more salt, but a salt sand mix may not be available.
3. **Tower Rd. guard rail** – An estimate from Global Specialties Contractor was received to repair the guard rail on Tower Rd. (\$17,500.00) Motion by Huston to accept the estimate by Global Specialties for the repair of the guard rail on Tower Road. Second by Linn. All in favor. Motion carried. Koopmeiners will contact Global; clerk will mail signed letter to Global.
4. **Norway Road update** – Huston - Engineering is progressing. A homeowner on Norway has two driveways, one of which is gated and not used. The second driveway access will not be rebuilt at resurfacing. Residents on the road will be notified by letter when the road project begins. Norway Rd will be used as a detour while the St. John’s I-94 bridge is closed for repair. Detour will most likely take place during the same time as the Norway Road resurfacing project.

5. **Snow plowing across the road:** Several residents are pushing snow across Town roads. Residents will receive letters informing them that plowing across the road is not only dangerous for traffic, but is also illegal. A resident comment was read in reference to a snow plowing letter sent out in January.
6. **Oil** - Koopmeiners stated that a barrel of oil needs to be purchased.
7. **Road obstructions – Orange cone in roadway** - A resident continues to place an orange cone in the path of the plow. Explanation for the cone involves the resident being opposed to snow landing in the end of his driveway after plowing. This is unavoidable. A second letter will be sent to the resident.
8. **Queen’s Rd bridge sign** - The sign on the bridge on Queens Rd. was replaced, but was stolen again in one day. It was installed using JB Weld, and by damaging the bolts after installation. Discussion included using a trail camera.
9. **Tower Rd speed limit signs** – The 15mph signs were installed to slow traffic down around the corner until the guard rail has been repaired. Speed limit signs must be determined by law enforcement and cannot be enforced without a study taking place determining need. It was decided to leave the 15mph signs in place until the guard rail has been repaired.

Public Hearings: *None scheduled.*

Other Business:

1. **Enterprise column** suggestions included - legal ramifications for the theft of road signs. Text-to-911.

Recurring Reports:

- a. 911 Sign Requests – none
- b. Construction Site Permits – Keith Maciejewski, 14008 355th St., Manufactured home 28’ x 56’.
- c. Feedlot Permits – Ritzer permit was renewed by the County.
- d. Special Assessment Searches – Brian & Linda Gertken, 34184 Smiley Dr. (PID03.00935.0000), and 34206 Smiley Dr (PID03.01279.0005 & 03.00935.0010), Richard Leuthmers, 15526 Parkwood Cir, (PID0.301530.0045), Chad Klocker, 35389 Co Rd 9, (PID03.00885.0105)
- e. Stearns County Hearings & Actions – Board of Adjustments held public hearings: for Patricia Gibbons –septic was approved for a tank as requested with the understanding that a complete system be installed upon a property transfer; Susan Schlict, septic was approved as requested.

Announcements & Brief Reports:

1. Cub Scout used the Town Hall on Jan 22.
2. 2019 LRIP Proposals due March 1, 2019. We will not pursue this grant for Tower Rd guard rail since a much lower bid was received and accepted.
3. Reminder from County to post Board of Appeal meeting.
4. Township day at the Capital is February 27, 2019. Motion by Linn to approve Martini’s attendance. Merdan second. All in favor. Motion carried.
5. MAT training - Filing of annual reports with the State Auditor’s Office - Feb 28, St. Michael.
6. Pivot sign device – Information received on posts for road signs that will bend over when hit instead of breaking off.
7. Stearns County liability insurance proof of coverage information received.
8. Board of Audit Meeting will be February 20. Treasurer will not be attending.

- 9. Fire Board Meeting will be Feb 20, 2019. Motion by Huston to authorize Merdan to attend meeting. Second by Linn. All in favor. Motion carried.

Announcement of Next Regular Supervisor Meeting: Wednesday, March 6, 2019 at 7:00 PM.

Announcement of Other Town Meetings:

- February 20 (7 PM) – Board of Audit Meeting
- February 20 – Fire Board Meeting –Merdan will attend
- February 27 (6 PM) – Public Accuracy Test (PAT) of electronic voting equipment
- February 27 (7 PM) – Planning Commission Meeting
- March 12 (8:15 PM) – Board of Canvass Meeting
- March 12 (8:30 PM) – Annual Meeting
- March 20 (7 PM) – Qualification/Organization Meeting
- March 27 (7 PM) – Planning Commission
- April 3 (7 PM) – Supervisor Meeting
- April (TBA) – Joint Planning Board
- April (TBA) – Road Inspection
- Apr 22 (7 PM) – Board of Appeals & Equalization meeting
- Road Inspection meeting – to be determined
- Joint Planning Board Meeting - to be determined

Adjournment – Huston moved to adjourn the meeting at 9:40 PM. Linn second. All in favor. Motion carried.

Respectfully submitted,

Marion Gondringer, Deputy Clerk

Deputy Clerk signature: _____

date: _____

Supervisor Signatures:

date: _____

Will Huston

Mike Linn

John Merdan