

Minutes of the Meeting of the Avon Township Board of Supervisors

October 2, 2019

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

Call to Order: Acting Chair Mike Linn 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 – Mike Linn, Kelly Martini, John Merdan, and Stephen Saupe. Absent – Will Huston. Also present – LeRoy Gondringer (*Planning Commission Chair*), Marion Gondringer (*Deputy Clerk*) and Joe Koopmeiners.

Approval of Agenda: A septic encroachment agreement for Renee Braegelmann was added to the agenda. Merdan moved to approve the agenda as amended. Linn second. All in favor. Motion carried.

Minutes: Linn moved to approve the minutes from the September 4, 2019 meeting as presented. Merdan second. All in favor. Motion carried.

Planning Commission Report – *presented by LeRoy Gondringer (PC Chair):*

1. **Lehner Variance Hearing** – The PC held a public hearing to consider a request by Pelican Lake LLC (Jamie Thelen) and James & Margaret Lehner for a variance to construct a home at 18304 Red Maple Drive five feet closer to the road than currently permitted by ordinance. The property is currently owned by Pelican Lake LLC (Jamie Thelen) but a purchase agreement has been signed with the Lehner's. The home will be in line with others on the street. After hearing public testimony and considering the Findings of Facts, the PC recommends approval. The Supervisors discussed the proposal after which Linn moved to approve a variance for Pelican Lake LLC (Jamie Thelen) and James & Margaret Lehner to construct a home 58 from the center-of-the-road, or five feet closer, than is currently permitted by ordinance. Merdan second. All in favor. Motion carried.
2. **Comprehensive Plan** – The PC worked on editing and updating the Agriculture section of the Comprehensive Plan. The Growth Area will be discussed at the next meeting.
3. **Enterprise** - The Norway Road project was suggested as a topic for the contribution in October.

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

Treasurer's Report: Martini read the Treasurer's Report and presented the Cash Control Statement for the period 9/01/2019 to 9/30/2019 (*below*). Linn moved to approve the Cash Control Statement. Merdan second. All in favor. Motion carried. We received a request from S&P Global Ratings for the 2018 Audit report – Martini will handle this. Linn moved to authorize Huston to deal with the Irrevocable Standby Letter of Credit for the Gertken solar project. Merdan second. All in favor. Motion carried. Martini stated that all of our deposits are fully insured. Linn moved to approve the Treasurer's Report. Merdan second. All in favor. Motion carried.

For the Period : 9/1/2019 To 9/30/2019

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$175,805.89	\$1,692.69	\$5,451.13	\$172,047.45
Road and Bridge	\$390,684.78	\$275.00	\$3,490.47	\$387,469.31
Demolition Escrow	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Road Damage Deposit	\$2,850.00	\$500.00	\$500.00	\$2,850.00
Fire Fund	\$9,621.63	\$0.00	\$0.00	\$9,621.63
General Capital Projects	\$44,292.38	\$0.00	\$0.00	\$44,292.38
Total	\$625,254.68	\$2,467.69	\$9,441.60	\$618,280.77

Claims & Payroll: Martini presented the September PERA claims (3648 & 3649), which totaled \$525.54. The September payroll was \$2,804.42. The October claims (3650 – 3672) were \$32,812.34 and the October payroll was \$1,408.21. Check 9792 (Rinke-Noonan) was voided. No receipt was found for an Albany Auto Value claim; Martini will follow up with a call before releasing the check. MATIT insurance, salt/sand and air patching were among the expenses this month. Linn moved to approve the claims and payroll. Merdan second. All in favor. Motion carried.

Town Hall Maintenance Report – presented by Joe Koopmeiners:

1. **Drop Box** – Koopmeiners will look into the options and costs for a drop box.
2. **Insulation Quotes** – in progress
3. **Electrical Work** – Koopmeiners reported that it would cost about \$400 to wire the three shop doors to be able to plug them into a generator. To wire a subpanel and transfer switch would cost \$1,600. It will cost about \$100 to replace the two exterior light fixtures (excluding the cost of the fixture). Linn move to authorize wiring the garage doors so they could be plugged into a generator and to replace the light fixtures. Merdan second. All in favor. Motion carried.

Road Report – presented by Joe Koopmeiners

1. **Road/Maintenance Report** – Among the things done this month were: cutting road ditches; cleaning up downed trees and branches; truck maintenance (red truck is at Ramler for DOT); and applying gravel to 360th. It was too wet for shouldering work.
2. **Norway Road** – work in progress. A mailbox post remains – we will look into it.
3. **140th** – needs work; it might be best to mill it.
4. **Downed sign on 185th & St. Anna Dr** – the Sheriff’s department alerted us to this sign that had been knocked as the result of an accident. It was likely caused by the wrecker removing a car from the ditch. Koopmeiners handled.
5. **Maciejewski Driveway** – sent a letter stating the original driveway will be removed in the spring; it has been too wet to do it. A follow-up letter will be sent.

6. **Keppers Road** – it will be difficult to turn around the plow; Koopmeiners will contact them about options.
7. **Dead Elm Trees** – three dead trees on the Kulas property will need to be removed. Koopmeiners will contact Weaver’s Tree Service for a quote because they are in a difficult situation (steep ditch with creek).
8. **Lower Spunk Lane** – bushes near the entrance to the road need to be trimmed.
9. **19072 Two Rivers Road** – a piece of road broke away at the end of the driveway. Koopmeiners will put some tar on it.

Public Hearings: *None scheduled.*

Business:

1. **Braegelmann Encroachment Agreement** – Renee Braegelmann appeared to request an encroachment agreement for her property at 18454 Red Maple Drive. She is replacing her mound system. The new system, designed by Watab Diversified, needs to extend into the 12-foot utility easement. The system would also be only one foot from the sideyard; however, that will be an issue that needs to be resolved between neighbors and by Stearns County. The system would include a retaining wall that would be approximately 5-6 feet from the road. It will be inline with others on this road. Plowing could be a concern, though we typically push the snow in the opposite direction. Merdan moved to approve an encroachment agreement for Ms. Renee Braegelmann to site the drain field for her septic system in the 12 foot utility easement at 18454 Red Maple Drive and that she would be responsible for any fees associated with the agreement. Linn second. All in favor. Motion carried.
2. **Building Permits in the Joint Powers Area** – according to the MOU with the County, building permits in this area are administered by the Joint Planning Board. The JPB will need to meet to work out details.
3. **Fifth Monday** – Merdan attended the Fifth Monday meeting for Avon/Albany Schools.
4. **Request to Use the Town Hall by the Lion’s Club** – a new chapter of the Lion’s Club requested using the Town Hall for a meeting space. No decision was made.
5. **MAT Conference** – Linn moved to authorize Martini to attend. Merdan second. All in favor. Motion carried.
6. **Aquatic Invasive Species Grant** – we will not apply at this time.

Other/Old Business: *Permitting to County; Fine revenue; Peach Drive N*

1. **MATIT Insurance Review** – coverage was deemed adequate at this time.

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

Recurring Reports:

1. A request for two **911 signs** on a single post on Poverty Point was withdrawn.
2. **Construction Site Permits** were received for Vos (13673 Norway Road; RV & Shipping Container).
3. No **Feedlot Permits** were received.

- 4. **Special Assessment Searches** were completed for Traut, *et al* (37762 145th Ave); Sabrowsky (36415 Pelican Lake Road); Suchy (37646 Riley Court); Notch (35005 Goosehaven Road); Caspers (17470 Marsh Lane); J Lange (36949 160th Ave).
- 5. Stearns County will hold a **public hearing** on the Comprehensive Plan; October 21: 1-2:30 (Albany City Hall, 7-8:30 (Waite Park Service Center)

Announcements & Brief Reports:

- 1. MPCA Notice: Amendments to rules governing water standards & Intent to Adopt rules without a public hearing – Public Information meeting: Oct 29, 2-5:30 PM (St. Paul).
- 2. Thank you card received from 2019 Senior Games
- 3. MN LTAP Technology Exchange September Newsletter received
- 4. Order Approving Annexation in Joint Powers area received

Announcement of Next Regular Supervisor Meeting: The next regular meeting will be held on Wednesday, November 6, 2019 at 7:00 PM.

Announcement of Other Town Meetings: The Planning Commission meets October 30th at 7:00 PM.

Adjournment – Merdan moved to adjourn the meeting at 9:22 PM. Linn second. All in favor. Motion carried.

Respectfully submitted,
Stephen G. Saupe, Clerk

Clerk signature: _____

date: October 11, 2019

Supervisor Signatures:

date: _____

Will Huston

Mike Linn

John Merdan