

Avon Township Supervisors Meeting – April 5, 2023

Agenda

1. Call to order – 7:00 PM; Avon Township Hall, Queens Road, Avon (MN). Also, available virtually via Zoom (*see footnote below*)
2. Pledge of Allegiance
3. Roll Call
4. Approval of agenda
5. Approval of minutes
 - a. March 1, 2023 Supervisor meeting
 - b. March 13, 2023 Special Supervisor meeting
 - c. Confidential portion of the February 1, 2023 (*revised and previously signed at March meeting*)
 - d. Board of Canvass meeting minutes
 - e. Qualification meeting minutes
6. Public Hearings – none *scheduled*
7. Planning Commission Report – *Lori Yurczyk*
 - a. PC policy document
 - b. Bank insurance
 - c. Escrow agreements
 - d. Mapping
 - e. Rental home & rezoning inquiries
8. Treasurer’s Report – *Kelly Martini*
 - a. Approval of Treasurer’s report & cash control statement
 - b. Insurance protection of Town funds (*see PC. 7b*)
 - c. Escrow accounts for Novel Solar including signatories (*see PC. 7c*)
 - d. Resolution 04-05-23-4. Check signatories
 - e. Certification of levy (Total levy –\$644,100; General Revenue – \$109,350; Road & Bridge – \$379,750; Fire –\$150,000; and Capital Reserve –\$5,000.)
 - f. Federal Tax Deposits submissions
 - g.
9. Claims & Payroll – *Kelly Martini*
 - a. Approval of claims, receipts & payroll
 - b. Update on *The Store* billing
 - c.
10. Town Hall Report – *Joe Koopmeiners*
 - a. Albany Mutual fiber internet connection to town hall
 - b.
11. Road Report & Roadwork Update – *Joe Koopmeiners*
 - a. Monthly update/report
 - b. Snow – update/report; mailbox damage
 - c. Road Inspection date
 - d. Albany Mutual – internet to Town Hall? & Proposed underground routes (documentation, questions, etc).
 - e. Xcel roadwork at 36882 188th Ave
 - f. Roadwork update – two quotes milling? Other?
 - g. Road vacations – High Street & Schirmer’s driveway follow-up
 - h.
12. Scheduled Business
 - a. Resolution 04-05-23-1; Resolution 04-05-23-2; Resolution 04-05-23-3 (*authorizing work*)
 - b. Computers: repair update; passwords; AcrobatPro

- c. MAT Town Officer Listing update
 - d. Water Exhibition Permit approval
 - e. Signing Authority review (gambling permits, water exhibitions, road events, Town Hall use, CSP, etc.)
 - f. Staff Manual draft – discussion (all members, online, passwords)
 - g. Hiring decision authorization
13. Other Business (*added at meeting*)
- a.
 - b.
14. Old Business – Culvert mapping project; 135th Avenue project with St. Wendel; 911 signs (35011- Blinking Lights & 34948 Tower Road); Thistle removal – Avon Hills SNA; Case to display old documents; Window treatments for Town Hall; Paint stripes in parking lot; Exterior sign for the Hall; Norway Road berm; 154th shouldering work; 33786 Shorewood ditch brushing; missing sign on 185th; solar panels for Town Hall
15. Signatures
- a. *As necessary*
 - b. Board of Canvass minutes
 - c. AWAIR 2023
16. Recurring Reports
- a. 911 Sign Requests – none
 - b. Construction Site Permits – Chisolm (15172 331st; 24 x 20 remodel)
 - c. Feedlot Permits – none
 - d. Special Assessment Searches – Jonas (XXX Co Rd 9); Rabideau (33728 Highland Terrace)
 - e. County Hearings – none
17. Announcements & Reports
- a. Township officers meeting – April 29, 7:45 PM; reservations due April 14
 - b. Spring Short Course Reports (Saupe, Martini, Klocker) – dues increase, staff manual, family medical leave, Resolution adopting social media policy, employee notification forms required as part of wage theft act, Township should not use a debit card,
 - c. Weed Meeting Report (Klocker/Koopmeiners)
 - d. Lake Wobegon Trail Marathon – letter sent
 - e. Bromenshenkel Pit update
 - f. City contacted regarding availability of compost site for township residents
 - g. March 10th Township Association Meeting with Senator Howe and Rep. Demuth was cancelled
 - h. Bertram Asphalt (320.276.8222) ad received
 - i. Town Web Design ad received
 - j. Contact Dean Schramel, Stearns County, regarding roadwork
 - k. MN DOT Highway Investment Plan – request feedback until May
 - l. Walker area food shelf donation request
 - m. MBA Group Life & Disability Insurance available
 - n. A&C Farm Service postcard received
 - o.
18. Announcement of next meeting: *May 3, 2023 at 7:00 PM*
19. Other Upcoming Meetings/Events:
- a. LBAE meeting – April 17, 2023; 7 PM
 - b. Road Inspection – *spring, TBA*
20. Adjournment

Note: All Town Meetings are available via Zoom at <https://us02web.zoom.us/j/8325486945>. Passcode: AvonTown. The Clerk may record the proceedings of this meeting to ensure accuracy of the minutes. The recording will be deleted upon completion of minutes and will not become public (Resolution 01-03-18).