

Avon Township Supervisors Meeting – January 8, 2025

Tentative 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 – December 4, 2024
6. Public Hearing – *none scheduled*
7. Public Comments
8. Planning Commission Report – *Lori Yurczyk*
 - a. Access permits – side yard setbacks
 - b. Plat signing fee
 - c. Posts in road ROW
9. Treasurer’s Report – *Kelly Martini*
 - a. Approval of the Treasurer’s Report & Cash Control Statement
 - b. MATIT workman’s comp audit
 - c.
10. Claims & Payroll – *Kelly Martini*
 - a. Approval of claims, receipts & payroll
 - b. Authorization of Dillon Hedlund to assist in road work and other township work – Resolution 01-08-25-1
 - c. Supervisors helping Maintenance Person with non-emergency, and other, road work – be sure to complete the Conflict-of-Interest form
 - d. Fee Schedule – rate of pay for Town Workers (*i.e.*, Schirmers) including rate of pay for laborers; rate of pay for doing jobs unrelated to authorized responsibility (for example, what if the maintenance person helps with elections?) Note: The Clerk forgot to include this on the PC December agenda.
 - e. Menards Account Authorization to be completed
 - f. Mac’s Commercial Account Authorization to be completed
 - g.
11. Town Hall Report
 - a.
12. Road Report & Roadwork Update
 - a. Queens Road 2025 – Engineer visit, decision on action
 - b. First Street SE – action plan
 - c. Snow & Plows – Update; posts in the town road ROW, *i.e.*, 17073 Upper Spunk Lake Road; truck lights repair update
 - d. Maintenance Worker update – resignation, new hire required, etc.
 - e. Computers & emails – do maintenance staff require? Or will they use their own?
 - f. Meadowview Road – Approval of resolution to accept donation of gravel (01-08-25-2)
 - g. Pelican Lake Road culvert update
 - h. Cold patch at Two Rivers & 190th – update
 - i. Trees to be chipped on St. Anna Drive – update
 - j. Mike Hennen Light Pole on 37024 Pelican Lake Road update – Pole was never approved (*see November 2024 minutes*) but Mr. Hennen installed pole in road ROW (*see December 2024 minutes*). Decision – ignore, or remove. At last meeting Clerk authorized to send a letter – what should content be?
 - k. Mattress thrown in ditch (360th & 160th) – update
 - l.
13. Scheduled Business
 - a. Ordinances submitted to County Attorney (Noise ordinance, parking ordinance, Ordinance #6)
 - b. Election update:
 - i. Affidavits of candidacy are due by Jan 14 at 5 PM. The Town Hall will be open 1-5 PM to accept affidavits. The Deputy Clerk will staff.
 - ii. Resolution 01-08-25-3. Appointing Election Judges
 - iii. Resolution 01-08-25-4. Appointing Absentee ballot board

- c. Shady's CUP Hearing at Stearns County
 - d. CenterPoint Energy – networked geothermal project (*participate?*)
 - e. Cannabis Permitting – approval of (a) revised MOU; and (b) LGU agreement with Stearns County
 - f. Upcoming Meetings: Set meeting date of Audit Board (*usually Wednesday after the February meeting*) – Feb 12 at 7 PM? Set date of Qualification/Organization meeting (*usually Wednesday after Town Election – March 19th at 7 PM?*)
 - g. Website – we have initiated the process of switching to a .gov domain (which will be required within a year or so).
 - h. Town festival in 2025? (*idea from MAT Insider*)
14. Other Business (*added at meeting*)
- a.
 - b.
15. Reports
- a.
16. Announcements
- a. Signs (incl. 911) – none
 - b. Construction Site Permits – Gerads
 - c. Special Assessment Searches – 33668 Poverty Point Drive
 - d. Feedlot permits – none
 - e. County Hearings/Meeting – Shady's CUP (*see Business*)
 - f. Paul Hughes reported that matching funding was not obtained so a MNDOT Noise Barrier on the south side of I-94 is not an option at this time. A new round of grants is available (proposals were due Dec 31).
 - g. VOTER FUND Report – Clerk following up with the County (\$450)
 - h. Township Day at Capitol Jan 27, 2025 – bus for participants
 - i. TriCounty Humane Society Agreement completed and returned
 - j. Christmas cards received – Dale Gruber Construction; Andy's Towing
 - k. Propane Safety Info & Newsletter (*Broadcaster*) received from Belgrade Coop
 - l. LTAP Exchange newsletter (Dec 2024) received
 - m. Xcel will replace electric meter
 - n. *Indeed for Employers* brochure received
 - o. *Pipeline Awareness* newsletter received
 - p. 2025 Government/Commercial Day – ME (Minnesota Equipment) – January 9, 8 AM; Driving & Safety Laws seminar, Lunch noon-1 PM.
 - q. Brush cutting service available – John Lenneman (320 492-9500; www.lenneman.com).
 - r. Gambling Permit – St. Anna Sportsmen's Club raffle – May 17, 2025. Permit signed.
 - s. Bus to the Capitol – contact Diane Noll or Kelly
 - t.
17. Old Business – examine and update list below. What should remain, or be added, or be removed?
- Culvert mapping project & County app; 135th Avenue road project with St. Wendel; Case to display old documents; Window treatments for Town Hall; Exterior sign for the Hall; Hiring HR / payroll company; Culvert Pelican Lake Road; Salt shed overhang/awning; Employee Handbook including earned sick time etc.; Pipeline Agreement; brush cutter rental for 2025*
18. Signatures (*as necessary*)
- a.
 - b.
19. Announcement of next meeting: February 5, 2025 at 7:00 PM
20. Other Upcoming Meetings/Events
- a. Planning Commission Meeting – January 29, 2025
 - b. Township Day at the Capitol – Jan. 27, 2025
 - c. Check spring dates on legal – *look for errors, additions, etc.*
21. 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).