

# Minutes of the Meeting of the Avon Township Board of Supervisors

March 5, 2025

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

**Call to Order:** Bryan Rassier, called the meeting of the Avon Township Supervisors to order at 7:00 P.M. in the Main Chamber of the Avon Township Hall. This meeting, like other Town meetings, was also available virtually via Zoom at <https://us02web.zoom.us/j/8325486945>, Passcode: AvonTown.

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

**Roll Call:** Present – LeRoy Gondringer, Chad Klocker, Kelly Martini, Bryan Rassier, and Stephen Saupe. There was a quorum. Also present – Paul Buttweiler, Marion Gondringer, Andrew Wensmann, and Lori Yurczyk.

**Approval of Agenda:** A sheriff's report and a road concern by Matt Preusser were added to the agenda. Gondringer moved to approve the agenda as amended. Klocker second. All in favor. Motion carried.

**Minutes:** Gondringer moved to approve the minutes from the February 5, 2025 meeting as presented. Klocker second. All in favor. Motion carried.

**Sheriff's Department Report:** Deputy Sheriff Andrew Gravdahl appeared at the meeting to provide an update from the Sheriff's department. Deputy Gravdahl introduced himself. He said that he's been with the Sheriff's department for about five years, and before that was an officer with the City of Albany. He serves on the County SWAT team and is a firearms trainer. He said that in February there were 35 calls in the Township, which were mostly traffic stops with a few others including thefts, threats to well-being, and accidents. He welcomed questions or concerns from the Township.

**Public Hearings:** none.

**Public Comments:** none.

**Planning Commission (PC) Report** – presented by Lori Yurczyk, Vice-Chair.

1. **Anstine Variance Public Hearing** – Yurczyk reported that the PC held a public hearing to consider a variance for Mr. Brian Anstine to construct a 30x70 shed on his property at 37020 Sara Lane (PID: 03.01474.0010) that is 55 feet from the center-of-the-road (COR). He would require a variance of 38 feet. After hearing from the public, considering the Findings of Facts and discussion, the PC does not recommend approval of the variance because the structure would alter the essential character of the locality, there is precedent in which a similar request was also denied a few years ago and creates future precedents, several neighbors were opposed, and the structure would block sightlines for neighbors. Mr. Anstine was present at tonight's meeting and provided an overview of the reasons for his request. He said that it was necessary because of unique features related to the property (*i.e.*, large pond that takes up about 2/3rds of the property). He said he was open to a building of a different size and that he would plant additional shrubs/trees for a visual barrier. The Supervisors considered the results from the PC and discussed the variance request. Gondringer noted that the more usual process is to build a residence home first and then the shed and try to match the outbuilding to the residence. He also thought that the proposed structure would not meet County construction site permit (CSP) guidelines. Mr. Anstine said he couldn't put the shed in the top part of the property because of drainage toward the pond. Gondringer moved to deny the request by Brian Anstine for a variance to construct a 30x70 building 38 feet to closer to 37020 Sara Lane than is currently permitted by Section 9.8.9.A(3) of Avon Township Zoning Ordinance 6. Klocker second. All in favor. Motion carried.

2. **Signage at *The Store*** – the PC discussed a request by *The Store* for a larger sign. There is a concern that the sign would be larger than is permitted by current ordinance in the RT zoning district. *The Store* will either require the property to be rezoned or to get a variance for a larger sign. There was no decision at the PC meeting because the owners were not at the meeting to clarify their request. Rassier said that he had spoken to the owners and they may have changed their plans. The Supervisors will take no action until the Town receives further information from the owners and/or County.
3. **Annual Meeting** – The PC discussed potential agenda items for the upcoming Annual Meeting. Drafts of reports (road, PC) have been prepared. A moderator will need to be chosen. Fire Chief Swenson will attend the Annual Meeting.
4. **Permitting Non-Utility Work in the Road Right-of-Way (ROW)** – the PC discussed whether this was necessary and the consensus was that it was not necessary but information could be included on the Town website. Klocker suggested that a brushing by a resident in the ROW is not a concern, but perhaps major work would need some sort of regulation. Clerk Saupe was in favor of some sort of regulation particularly regarding earthwork in the road ROW. Gondringer said sometimes residents may need to slope ditches after roadwork and it would be one more regulation that would be hard to enforce. Gondringer moved to include on the website a notice that residents should alert the Township if they are going to do work in the road ROW. Klocker second. All in favor. Motion carried.
5. **Joint Planning Commission Policies** – Supervisor Rassier was concerned that Township policies for replacing/reappointing PC members were not being followed. The PC discussed the current policy and noted that these policies have typically been followed but have always been considered ‘guidelines’ for Town action, rather than absolute laws. An addition complication is that there are documents posted on the website with conflicting guidelines. The Clerk was previously unaware of this problem and claimed responsibility for the error. The PC recommended revising the guidelines. The Clerk will prepare a draft for a uniform set of guidelines and present it to the PC for discussion and recommendations. Among the areas to discuss are when PC members whose term is expiring should notify the Clerk of wanting to be reappointed, and when interviews would take place, and changing the document title to ‘guidelines’ or ‘process.’ The terms of Andrew Wensmann and Rich Sanoski are expiring. They have resubmitted applications. For now, we will follow the 2022 guidelines that are online. Yurczyk expressed disappointment that Supervisor Rassier hadn’t spoken to her about this situation. Klocker moved to wait until the end of March for any additional PC applications and interview candidates in April, and then clarify the discrepancies in documents/policies. Rassier second. Two in favor. One (Gondringer) opposed. Motion carried.
6. **Vacating Parkwood Court** – an inquiry was received about vacating Parkwood Court. They will attend the Annual Meeting.
7. **Joint Planning Board Meeting** – the committee met last evening and recommended approval of a short-term rental for a maximum of eight people for Ms. Amanda Birnie for her property at 33526 Shorewood Drive. Also discussed was the renewal of the Orderly Annexation Agreement which expires at the end of December.
8. **Shady’s Sunset Bay Conditional Use Permit (CUP)** – There was a public hearing by the County PC regarding an after-the-fact request for a bandshell at Shady’s. Gondringer provided a recap of the hearing and said that the County PC tabled the hearing to have Shady’s come to township to work something out. Klocker said he was concerned that Gondringer reported at the Hearing that the Town didn’t recommend approval. Gondringer reminded everyone that the Supervisors recommended denial of the CUP at the January 2025 meeting, but if the County PC approved it, then the Township suggested conditions (one event every thirty days. Klocker and Rassier said that they didn’t understand that is what the motion meant.

Lee Mergen, representing Shady's, said that they have a similar establishment in Cold Spring and had no idea that Avon Township had a noise ordinance. He said that it their mistake for not looking into it. They want to have 10 outdoor events per year including weddings.

Gondringer noted that our noise ordinance currently prohibits outdoor music by licensed establishments. Klocker said that the ordinance is not enforceable. He further said he has been trying to get clarification from attorneys. State statutes say that you can't have noise after 10 PM, and that the Town has to enforce it. Gondringer said there is an exemption form that can exempt an establishment from the Township ordinance but they still have to follow State guidelines.

Deputy Gravdahl said that he understands the struggle. He said it falls on Environmental Services to monitor noise levels for the deputies to enforce. If he hears loud music, he can talk to someone but doesn't have a strong standing since deputies do not carry decibel meters with them to monitor State Statutes. Gondringer said we had the understanding that the Sheriff's department would enforce the problem. Klocker says County will not go through enforcement.

Yurczyk asked why the Supervisors would change their recommendation. Klocker said that he has talked to many people and that the issue is not simple. Klocker said a neighbor mowing lawn could violate State Statute law. Klocker said one Shady's location has a CUP in place and hasn't had a complaint in 18 months.

Gondringer said he was opposed to the CUP because it could open a can of worms. The Supervisors will get calls every time there is music. He said that originally owner Kris Schiffler said that he wanted only one event per month, then it was 10 and now 20. Gondringer suggested there likely will be music every weekend and worse of all, it will force the neighbors to deal with it. He said that the Supervisors should be protecting the neighborhood and that he is sitting on the Board to represent the residents of the Township.

Martini questioned what is an event – outdoor bands or weddings? Klocker said it is for anything outdoors. A resident noted that Sunny Mary Meadow was granted by the County for 15 outdoor events after 10 PM (and as many earlier as desired). Gondringer said it was a contentious meeting.

John Thielman said he was one of the first residents to call and complain about loud music at Shady's on August 9, 2024, when a five-piece band played from 8 – 12 PM. He said he didn't see a problem with events, as long as it is not overdone. He thinks Shady's should be required to purchase self-monitoring equipment. He also said that when he asked Shady's to turn it down, there was no response from them. The music has kept his infant son awake to midnight. He said he is not opposed to all events; he would support 2 events per month that follow the standards in State Statue 7030. He has been to a few meetings at the County and was concerned that Shady's may have misled the public. He just wants Shady's to follow the rules.

A resident asked how the Supervisors would feel if there were noise outside their windows late at night. Another representative from Shady's said that after the first time, there has not been an event past 10 PM.

Klocker said as a law enforcement officer, he vouches for the representatives from Shady's and that they will follow the rules and that he doesn't see a problem if they follow the noise rules. Mr. Thielman also said he has no problem if they follow rules, but that Shady's has been made aware of the noise but they continue to break the rules. Klocker said that won't happen in the future. Mr. Thielman said as long as they can't have events every weekend and that they have equipment to measure the noise levels he would be okay with the situation.

Another resident said jet skis on the lake were equally noisy. He also said that he wouldn't have purchased a house next to a bar. Mr. Thielman replied that he didn't purchase a home next to a bar with an outdoor

pavilion, but that the pavilion was built without a permit after he moved in.

Klocker said that no matter what decision is made, they can't please everyone.

One resident said he has a cabin on the lake and had no problems with outdoor music, at least until 10 pm. Another resident said there are similar problems with dogs barking and Harley's.

Klocker said if there is a problem, don't call the bar, call the Sheriff's department. Lee Mergen said they don't take any calls personally – it's not the way they operate. He also said that 90% of their outdoor business is from 3 to 7. or 8 PM. He asked about weddings after 10. Klocker said that State Statutes prohibit noise after 10 PM.

Gondringer reiterated that the Township Noise Ordinance is just applicable to licensed establishments, not private residences. If we recommend a few events, then they go to the County who will have the ultimate say in how many events are allowed and when the events start and stop. Further, parking is a problem but hasn't even been mentioned. Gondringer also said that if we approve it tonight, then the County will likely approve it. Mr. Thielman recommended that there should be no more than one event every 14 days between 8 and 10 PM.

Klocker moved to recommend to the County Planning Commission to approve a CUP for Shady's Sunset Bay on the condition that there are no more than 10 outdoor events per year between 8 PM and 10 PM, no more than every other weekend, and that Shady's follows all pertinent Stearns County CUP guidelines and MN Statute 7030. Rassier second. Two in favor. One opposed (Gondringer). Motion carried.

Klocker moved to withdraw the motion passed at the January meeting: "the County . . . not approve the CUP for Shady's; but if it is passed, then to allow no more than one event in a 30-day period not to exceed 10 PM, and that Shady's must obtain a noise exemption for each event in compliance with the 2009 Avon Township Ordinance." Rassier second. Two in favor. One (Gondringer) opposed. Motion carried.

Now, Shady's is required to complete a noise ordinance exemption. Klocker said that the Town may get rid of the Noise Ordinance in the future.

Gondringer moved to accept the Planning Commission report. Klocker second. All in favor. Motion carried.

**Treasurer's Report:** The Treasurer provided the Cash Control statement from February 1, 2025 to February 28, 2025 (*appended below*) and read the Treasurer's report. Martini reported that she renewed the CD's for the original amounts at about 4.1% interest rate and put the accrued interest in Road & Bridge. Klocker moved to approve the Treasurer's report and Cash Control Statement.

The spreadsheet used in the development of the budget at the 2025 Audit Board meeting had an error that resulted in \$8,700 more receipts than intended. In addition, at the recent Fire Board meeting, the Supervisors learned that the expected contribution to the Fire Department will be more than originally anticipated. The budget was adjusted to correct the error and take into account the increased Fire service payment (**Appendix 1**). The recommended levy amounts are: General Revenue – \$89,950 (no change from previous budget), Road & Bridge – \$420,950 (= \$23,200 decrease from previous); Fire Fund - \$184,000 (= \$29,000 increase); Capital Reserve – \$5,000; and a Total Levy of \$699,900 (= \$5,800 increase from previous). Klocker moved to approve the revised recommended levy amounts. Gondringer second. All in favor. Motion carried. Klocker moved to approve the minutes of 2025 Audit Board meeting reflecting the updated and corrected levy amounts. Gondringer second. All in favor. Motion carried. Gondringer moved to approve the 2025 Audit Board Report reflecting the updated and corrected levy amounts. Klocker second. All in favor. Motion carried.

For the Period : 2/1/2025 To 2/28/2025

| <u>Name of Fund</u>               | <u>Beginning<br/>Balance</u> | <u>Total<br/>Receipts</u> | <u>Total<br/>Disbursed</u> | <u>Ending<br/>Balance</u> |
|-----------------------------------|------------------------------|---------------------------|----------------------------|---------------------------|
| General Fund                      | \$256,378.64                 | \$1,244.76                | \$3,913.74                 | \$253,709.66              |
| Road and Bridge                   | \$392,025.27                 | \$24,389.17               | \$35,932.45                | \$380,481.99              |
| Demolition Escrow - Maciejewski   | \$0.00                       | \$0.00                    | \$0.00                     | \$0.00                    |
| Novel Solar Decommissioning Escro | \$0.00                       | \$0.00                    | \$0.00                     | \$0.00                    |
| Novel Vegetation Plan Escro       | \$0.00                       | \$0.00                    | \$0.00                     | \$0.00                    |
| Road Damage Deposit               | \$1,500.00                   | \$500.00                  | \$0.00                     | \$2,000.00                |
| Fire Fund                         | \$37,900.07                  | \$0.00                    | \$0.00                     | \$37,900.07               |
| General Capital Projects          | \$51,136.18                  | \$0.00                    | \$0.00                     | \$51,136.18               |
| ARPA Fund                         | \$0.00                       | \$0.00                    | \$0.00                     | \$0.00                    |
| <b>Total</b>                      | <b>\$738,940.16</b>          | <b>\$26,133.93</b>        | <b>\$39,846.19</b>         | <b>\$725,227.90</b>       |

**Claims, Receipts & Payroll:** The claims (4812-4823) totaled \$4,500.03 including the excluded claim for DRH Transport (below). Disbursements (**Appendix 2**) and receipts (**Appendix 3**) are appended. The payroll approved by the Supervisors was \$4,615.68. The claim from DRH Transport, owned by Town employee Dillon Hedlund, included a fee of \$100 per hour. Gondringer questioned whether the labor cost should be the same as paid by the Township (\$30/hour). Gondringer moved to accept the claims, receipts and payroll, except the claim to DRH Transport. Klocker second. All in favor. Motion carried. There was a question about whether we should get a Sam's tax-free card; Klocker can purchase at Sam's with his card. Claim 4821 was voided.

Klocker moved to authorize a payment of \$300 to DRH Transport. Motion failed for a lack of a second. Gondringer moved to pay the DRH Transport claim at \$30/hour. Rassier second. Two in favor. One (Klocker) opposed. Motion carried. If Mr. Hedlund does maintenance work for the Township, the question is how to pay him to avoid any conflicts, and at what rate should he be paid? Andrew Wensmann suggested there needs to be a way to authorize such work. M Gondringer suggested it could be handled with a Conflict resolution. Gondringer moved that if Mr. Hedlund couldn't do the work at the Town Hall, then the vehicle should be taken to Ramler's. Rassier second. Two in favor. One (Klocker) opposed. Motion carried.

Martini has recently begun working at the bank in Avon where the Township has an account. Gondringer questioned whether this is a conflict of interest and whether or not it provides any risk to either Martini or the Township. He received an opinion from MAT attorney Steve Fenske that it was possibly a concern and that the Town should seek an opinion from our own attorney. Martini stated that she doesn't have access to Township accounts and received an opinion from the other MAT attorney that he wouldn't be too concerned. Gondringer thinks it still is potentially a conflict. Klocker moved to authorize the Clerk to contact a Rinke-Noonan attorney for an opinion. Rassier second. All in favor. Motion carried.

**Town Hall Report:** none

**Road Report:**

1. **Snow Update** – there were complaints about sending out the plows/sanding too often during the last snow. Klocker hasn't found a reasonable replacement plow.
2. **Crack Sealing** – Klocker will seek quotes for crack sealing Parkwood Circle from Bertram, Aztech, and MP Asphalt.

3. **Queens Road** – no update.
4. **360<sup>th</sup> Street** – Matt Preusser attended the meeting to alert the Supervisors to a good-sized hole on 360<sup>th</sup> that needs to be repaired. He said it is associated with a cracked culvert. In the past it has been filled in, but needs to be repaired again. Klocker will ask Jeremy Mathiassen, StanTec, to check it out. Gondringer suggested that our employee could do the repair job. Klocker will have someone check it out.

**Business:**

1. **Hiring** – Last month, the Supervisors motioned to hire Mr. Darren Dobmeier. He does not have a CDL license, which Klocker reports is required for driving a snow plow as an employee. Since Mr. Dobmeier doesn't have this license, no contract has been issued, which means he has not been formally-hired. Dobmeier said he would be willing to obtain the license. However, the question is who (town, employee, split) pays the cost, which is about \$4,000. Gondringer said he thinks it would be helpful if there was a full-time employee. Klocker said he didn't think there was enough work for a full-time person. Gondringer said there is lots of things he could do like brushing, checking roads, filling potholes, and so on. Klocker was concerned the employee would sit around.

Two main questions remain: Is the Town willing to hire a full-time person? and, Is Mr. Dobmeier willing to get a license, and if so, how would pay for it? He could work part-time at the township while getting license. If the Town pays, what would happen if he leaves the Township employment? Klocker said we have five plow operators, so we only need to hire someone for general jobs. Mr. Dobmeier said he was flexible and willing to work part-time, but prefers to work at least 32 hours a week. Mr. Dobmeier is looking into other positions. Klocker recommended tabling the discussion until next month. The Town will keep Mr. Dobmeier's number for possible work in the future. Two additional applications have been received for the maintenance position – both have been told that the application process is closed and that the Town is now not hiring.

2. **Immaculate Conception Church** – Gondringer moved to recommend to Stearns County to issue a 1 day temporary on-sale liquor license for the sale of intoxicating liquors at The Immaculate Conception Parish Grounds (37186 Co Rd 9) on June 29, 2025. Klocker second. All in favor. Motion carried. Klocker moved to approve a gambling permit (bingo, paddlewheels, pull-tabs, raffle) for the Immaculate Conception Church Parish festival. Gondringer second. All in favor. Motion carried.
3. **Annual Meeting** – Supervisors planned for the Annual Meeting. Drafts of the Road Report and Planning Commission reports were examined, edited, and approved. Rassier will present the Road Report. Yurczyk will give the Planning Commission and Joint Planning Commission reports. Among the items to be included on the agenda are a Fire Department report by Chief Swenson and a request to vacate Parkwood Court. Cookies and water will be obtained for refreshments. A request for a discussion of the new Stearns County Justice Center will not be added to the agenda.
4. **Qualification Meeting** – the agenda for the upcoming meeting was discussed and approved.
5. **Noise Ordinance on esite** – work is in progress. Klocker said County attorneys thought the Noise Ordinance was confusing and required clarification. Our Town attorney will be asked to help; they will be invited to a meeting, either in Zoom or in-person. Among the questions to be sorted out are whether the ordinance is enforceable, and if the fine is reasonable to make it worth dealing with.

**Other Business:**

1. none

**Reports:**

1. **Fire Board** – Rassier and Gondringer attended. Fees will be increasing, in part due to a Relief Association payment and our annual payment for the new Addition. The Addition is nearly complete, just a few minor items remain. They are not happy with the new floor – it looks blotchy. A new type of sealer is likely to blame and it was apparently applied even after the contractor(s) was told not to use it.

**Announcements:**

1. **Signs (incl. 911)** – There are some missing signs (Yield, Minimum Maintenance) on Meadowview.
2. **Construction Site Permits** – Gertken (19176 Co Rd 54, new residence); Suchy (32452 Co Rd 156; addition); Koshiol (36819 Pelican Lake Road, 40 x 45 residence)
3. **Special Assessment Searches** – none.
4. **Feedlot Permits** – none.
5. **County Hearings/Meeting** – There will be a County Commissioner Hearing, March 25, regarding Ordinance 692 – stormwater and bluff standards, and some other assorted items.
6. **Fire Department** – not reported.
7. Stearns History Museum sent an informational letter and membership form.
8. MN LTAP Workshops will be held in St. Cloud – chainsaw (Mar 14); Pavement Life (Mar 17); work zone safety (April 1).
9. An inquiry was received regarding vacating Parkwood Court/Parkwood Circle.
10. MN Benefit Association sent a note about the availability of Township Group Life Insurance.
11. Ads were received from Bertram Asphalt and MP Asphalt Maintenance
12. The MAT Spring Short Course brochure was received.

**Old Business:** Culvert mapping; 135<sup>th</sup> Avenue project with St. Wendel; Windows; Case to display old documents; Window treatments; Exterior sign for the Hall; hiring HR / payroll company; salt shed overhang/awning; culvert - Pelican Lake Road; CDL License changes; Employee *Handbook*, concrete sealing; *Employee Handbook* including earned sick time etc.; Pipeline Agreement; brush cutter rental for 2025.

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

**Announcement of Next Regular Supervisor Meeting:** The next scheduled meeting is April 2, 2025.

**Other Upcoming Meetings/Events:** *(available on Zoom at the URL above):*

- a) Town Hall open to accept absentee ballots – March 8, 2025; 10 AM – 12 PM
- b) Public Accuracy Test of electronic election equipment – March 8, 2025; 10:15 AM
- c) Township Election – March 11, 2025; 2-8 PM
- d) Annual Meeting – March 11, 2025; 8:15 PM
- e) Board of Canvass Meeting – March 11, 2025 (9 PM)
- f) Qualification Meeting – March 19, 2025; 7 PM
- g) Spring Short Course (St. Cloud) – March 25, 2025. Gondringer moved to authorize anyone who wants to attend. Klocker second. All in favor. Motion carried.
- h) LBAE Meeting – April 16, 2025; 6:00 PM

**Adjournment.** Klocker moved to adjourn the meeting at 11:00 PM. Gondringer second. All in favor. Motion carried. Meeting adjourned.

**Respectfully submitted,**  
Stephen G. Saupe, Clerk

**date:** March 15, 2025

**Supervisor Signatures:**

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

\_\_\_\_\_  
Craig Blonigen

\_\_\_\_\_  
Chad Klocker

\_\_\_\_\_  
Bryan Rassier



## Appendix 1. Revised Budget

| <b>Avon Township Proposed Budget – Year 2026; Reviewed February 2025</b>                                   |               |                         |                       |                         |                       |               |            |
|--|---------------|-------------------------|-----------------------|-------------------------|-----------------------|---------------|------------|
| GENERAL REVENUE  | 2025 Levy     | Actual Expenses in 2024 | Actual Income in 2024 | Predicted 2026 Expenses | Predicted 2026 Income | 2026 Levy     | % of total |
| Election - judges, machine rent, ballots, County admin. fees   | \$ 6,000.00   | \$ 9,935.85             | \$ 450.00             | \$ 6,000.00             |                       |               |            |
| Insurance - MATIT - Insurance, Workers Comp Insurance  | \$ 6,000.00   | \$ 11,260.00            |                       | \$ 12,000.00            |                       |               |            |
| Office - expendable supplies, postage  | \$ 1,500.00   | \$ 1,260.79             |                       | \$ 1,500.00             |                       |               |            |
| Legal - Notices posted   | \$ 1,000.00   | \$ 1,061.28             |                       | \$ 1,000.00             |                       |               |            |
| Legal - Attorney fees  | \$ 2,000.00   | \$ 3,992.00             | \$ 985.25             | \$ 2,000.00             |                       |               |            |
| Mileage  | \$ 600.00     | \$ 405.96               |                       | \$ 400.00               |                       |               |            |
| Payroll - Wages incl. Clerk, Treasurer, Deputies, meeting stipends, PERA, Medicare, IRS, MN Rev for all    | \$ 70,000.00  | \$ 43,544.36            |                       | \$ 50,000.00            |                       |               |            |
| Township Admin - MAT Dues, workshop & conferences, Co Assessor fee   | \$ 17,000.00  | \$ 16,133.53            |                       | \$ 17,000.00            |                       |               |            |
| Town Hall (Maint) - cleaning supplies, p towels, ice melt etc  | \$ 3,500.00   | \$ 322.57               |                       | \$ 300.00               |                       |               |            |
| Town Hall - awards, celebrations, memorials, meetings  | \$ 250.00     | \$ 75.49                |                       | \$ 250.00               |                       |               |            |
| Utilities - electric, internet, propane, septic  | \$ 9,000.00   | \$ 5,849.62             | \$ 1.67               | \$ 7,000.00             |                       |               |            |
| Utilities - garbage, sanitation, compost site fee  | \$ 1,200.00   | \$ 1,232.50             |                       | \$ 1,200.00             |                       |               |            |
| Receipts/Refunds (Permits & Fees) - CUP, IUP, variances, Cert of Compliance, liquor license, encroachments |               | \$ 300.00               | \$ 4,781.00           |                         | \$ 2,500.00           |               |            |
| Receipts (Services) - Special assessment searches  |               |                         | \$ 300.00             |                         | \$ 200.00             |               |            |
| Receipts (Interest)  |               |                         | \$ 4,271.51           |                         | \$ 4,000.00           |               |            |
| Receipts (Royalties) - Midcontinent Cable, Solar, Fine fees  |               |                         | \$ 3,972.00           |                         | \$ 2,000.00           |               |            |
| General Revenue SUBTOTAL   |               | \$ 95,373.95            |                       |                         |                       |               |            |
| Broadband Development 2024   |               | \$ 27,136.00            |                       |                         |                       |               |            |
| General Revenue (plus Broadband) TOTAL   | \$ 112,350.00 | \$ 122,509.95           | \$ 14,761.43          | \$ 98,650.00            | \$ 8,700.00           | \$ 89,950.00  | 12.9       |
| ROAD & BRIDGE  |               |                         |                       |                         |                       |               |            |
| Fuel - gas, oil  | \$ 10,000.00  | \$ 2,501.41             |                       | \$ 10,000.00            |                       |               |            |
| Payroll - Maint payroll, plow drivers, IRS, MN Revenue   | \$ 30,000.00  | \$ 12,393.08            |                       | \$ 40,000.00            |                       |               |            |
| Roads (Reconstruction) - Resurface, rebuild, improvements  | \$ 300,000.00 | \$ 158,177.87           |                       | \$ 334,450.00           |                       |               |            |
| Roads (Maintenance) - Repair, tar patch, surveys, culverts sold 2024                                       | \$ 50,000.00  | \$ 17,518.37            | \$ 795.00             | \$ 50,000.00            |                       |               |            |
| Roads (Snow) - Salt sand   | \$ 12,000.00  |                         |                       | \$ 12,000.00            |                       |               |            |
| Signs - 911s, replacement, lost, stolen  | \$ 500.00     | \$ 173.92               | \$ 300.00             | \$ 500.00               |                       |               |            |
| Truck - maintenance, registrations, shop materials, tools, plow tow  | \$ 16,000.00  | \$ 3,049.44             |                       | \$ 16,000.00            |                       |               |            |
| Weed control - seeder rent, chemicals, tree removal  | \$ 5,500.00   | \$ 3,095.39             |                       | \$ 3,000.00             |                       |               |            |
| Road Damage Refunds  |               | \$ 1,500.00             |                       |                         |                       |               |            |
| Receipts - County Gas & Gravel tax payments  |               |                         | \$ 47,111.37          |                         | \$ 45,000.00          |               |            |
| Road & Bridge Total  | \$ 376,750.00 | \$ 198,409.48           | \$ 559,156.37         | \$ 465,950.00           | \$ 45,000.00          | \$ 420,950.00 | 60.1       |
| Fire Fund  |               |                         |                       |                         |                       |               |            |
| Fire - Annual protection fees  | \$ 100,000.00 | \$ 92,822.00            |                       | \$ 116,000.00           |                       |               |            |
| Fire - Fire Hall payment   | \$ 50,000.00  | \$ 49,079.56            |                       | \$ 68,000.00            |                       |               |            |
| Fire Total   | \$ 150,000.00 | \$ 141,901.56           |                       | \$ 184,000.00           | \$ -                  | \$ 184,000.00 | 26.3       |
| Capital  |               |                         |                       |                         |                       |               |            |
| Capital fund - snow plow, equipment, etc.  | \$ 5,000.00   |                         |                       | \$ 5,000.00             |                       | \$ 5,000.00   | 0.7        |
| Grand Totals   | \$ 644,100.00 | \$ 462,820.99           | \$ 573,917.80         | \$ 753,600.00           | \$ 53,700.00          | \$ 699,900.00 | 100.0      |

## Appendix 2. Disbursement Register

Avon Township

Disbursements Register

3/6/2025

Fund Name: All Funds

Date Range: 02/01/2025 To 02/28/2025

| <u>Date</u> | <u>Vendor</u>                        | <u>Check #</u> | <u>Description</u>                                       | <u>Void</u> | <u>Account Name</u>                    | <u>F-A-O-P</u> | <u>Total</u>        |
|-------------|--------------------------------------|----------------|--|-------------|--|----------------|---------------------|
| 02/05/2025  | Albany Mutual Telephone              | 11341          | Internet   | N           | Clerk                                  | 100-41425-325- | \$ 56.97            |
|             | <b>Total For Check</b>               | <b>11341</b>   |  |             |  |                | <b>\$ 56.97</b>     |
| 02/05/2025  | STAR PUBLICATIONS, LLC               | 11342          | Inv #229373 & #229436                                    | N           | Council/Town Board                     | 100-41110-351- | \$ 166.56           |
|             | <b>Total For Check</b>               | <b>11342</b>   |  |             |  |                | <b>\$ 166.56</b>    |
| 02/05/2025  | MAC's Albany                         | 11343          | Inv# 727340<br>Shovel (2)                                | N           | General Government Buildings and Plant | 100-41940-228- | \$ 49.98            |
|             | <b>Total For Check</b>               | <b>11343</b>   |  |             |  |                | <b>\$ 49.98</b>     |
| 02/05/2025  | Town Officers Association of Stearn  | 11344          | Inv# 2025003   | N           | Council/Town Board                     | 100-41110-433- | \$ 458.40           |
|             | <b>Total For Check</b>               | <b>11344</b>   |  |             |  |                | <b>\$ 458.40</b>    |
| 02/05/2025  | STEARNS COUNTY RECORDER              | 11345          | Easement Encroachment x2 -<br>Scott Lahr Shorewood Drive | N           | Recording and Reporting                | 100-41420-300- | \$ 92.00            |
|             | <b>Total For Check</b>               | <b>11345</b>   |  |             |  |                | <b>\$ 92.00</b>     |
| 02/05/2025  | LITTLE FALLS MACHINE, INC.           | 11346          | PARTS FOR TRUCKS Inv #372730<br>Carbide Cutting Edge     | N           | Ice and Snow Removal                   | 201-43125-221- | \$ 8,312.03         |
|             | <b>Total For Check</b>               | <b>11346</b>   |  |             |  |                | <b>\$ 8,312.03</b>  |
| 02/05/2025  | CENTRAL MCGOWAN INC                  | 11347          | Inv #0000936880  | N           | General Government Buildings and Plant | 100-41940-215- | \$ 203.64           |
|             | <b>Total For Check</b>               | <b>11347</b>   |  |             |  |                | <b>\$ 203.64</b>    |
| 02/05/2025  | KNIFE RIVER CORP. - NORTH<br>CENTRAL | 11348          | 2024 145th Avenue<br>Improvements                        | N           | Paved Streets                          | 201-43121-300- | \$ 8,051.48         |
|             | <b>Total For Check</b>               | <b>11348</b>   |  |             |  |                | <b>\$ 8,051.48</b>  |
| 02/05/2025  | STANTEC CONSULTING SERVICES<br>INC   | 11349          | Inv #2290790 145th Ave<br>Surface Improvements           | N           | Paved Streets                          | 201-43121-300- | \$ 17,771.80        |
|             | <b>Total For Check</b>               | <b>11349</b>   |  |             |  |                | <b>\$ 17,771.80</b> |
| 02/05/2025  | THE STORE                            | 11350          | FUEL FOR TRUCKS  | N           | Road and Bridge Equipment              | 201-43126-212- | \$ 494.65           |
|             | <b>Total For Check</b>               | <b>11350</b>   |  |             |  |                | <b>\$ 494.65</b>    |
| 02/05/2025  | Jarred Maleska                       | 11351          | Return Plat Fee  | N           | Refund Plat Fee                        | 100-41902-810- | \$ 100.00           |
|             | <b>Total For Check</b>               | <b>11351</b>   |  |             |  |                | <b>\$ 100.00</b>    |

Report Version: 03/31/2015

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## Appendix 3. Receipts Register

[illegible]