Brief Summary of the Meeting of the Avon Township *ad hoc* Committee on ARPA Expenditures

October 21, 2021
Avon Township Hall, 16881 Queens Road, Avon (MN)

Present: Marion Gondringer, Kelly Martini, Stephen Saupe, and Lori Yurczyk. Guest: LeRoy Gondringer.

Agenda/Goal: to provide suggestions to the Supervisors regarding how to use ARPA funds in Avon Township.

Business/Discussion:
The goal of the committee is to provide feedback to the Supervisors regarding using ARPA funds in the township. A variety of ideas were discussed including:

1. Automated back door opener – this would allow for hands-free exit from the building especially during voting. The committee agreed this was a good choice for using the funds.

2. Broadband – The general consensus of the committee is that extending broadband service to the entire Township would be a very good use of the ARPA funds. At this point it is not clear of the current extent of service, which providers offer service, or how much it would cost to extend service. The committee will attempt to find some answers. L Gondringer and Saupe will contact AlbanyTel and Midco, respectively, to get some clarifications from the companies. The County is apparently interested in township ARPA money to extend broadband, too.

3. Computers for the Town Board & Planning Commission – the committee agreed that this would be a good use of the funds. The computers would be used in the event of needing to return to Zoom meetings. Several questions that were discussed included: (a) Do we purchase laptops or iPads? PC's were suggested for the Treasurer, Clerk and Deputy Treasurer since they also need to do assorted other Township business (i.e., CTAS, minutes). iPads or laptops could be purchased for Supervisors and Planning Commission; (b) do the machines remain at the Town Hall and only taken home if a Zoom meeting is required or are they checked out to a person for the length of their service on the board; (c) who maintains machines?; (d) what responsibility does a person have if the machine gets damaged?; (e) laptops will require antivirus software and MS Office; (f) machines will require a case; (g) the Town should generate a list of needs and then get quotes from say, Best Buy or a person in Albany. The committee expressed a preference in buying local; (h) office equipment to store/dock/charge machines and to backup computers.

4. Upgraded HVAC / air exchanger /air purification system – to help provide good quality air for residents in the Town Hall.

5. Automated sink faucets and flush toilets for the bathrooms

6. Whole building generator that would allow the Town Hall to become a regional emergency center.

7. Grants to residents to update septic systems.

8. <u>Hot water heater</u> – the committee expressed interest in including the cost of replacing our water heaters to the ARPA funds since hot water is required for sanitation. Martini will check whether this is allowed with ARPA funding.

9. <u>Tractor</u> – the need for a tractor was raised several times and various ways were brainstormed to include it as part of ARPA funding. Unfortunately, no ideas were particularly successful in justifying purchasing it through ARPA funding.

10. <u>Loss Calculator</u> – it doesn't appear the Town can utilize funds related to the loss calculator due to the increase in the levy the past few years. Martini will confirm with a different computer.

Adjournment: The meeting adjourned approximately 9:30 PM.

Respectfully submitted,
Stephen G. Saupe, Clerk   date: October 21, 2021