

Minutes from the Continuation of the January 5, 2011 Meeting of the Avon Township Supervisors

January 22, 2011
Avon Township Hall

Call to Order: Chairman Gondringer called to order the meeting of the Avon Township Supervisors at 9:15 AM.

Roll Call: Present – LeRoy Gondringer, Kelly Martini, John Merdan and Stephen Saupe. Late – Richard Bresnahan

Business:

1. **Resolution for Absentee Ballot Board** – Merdan moved to approve Resolution 01-22-11, “Resolution Appointing Absentee Ballot Board for March Township Election. Gondringer second. All in favor. Motion carried.
2. **Soil & Water Seminar** – Gondringer announced that there will be a seminar sponsored by the Stearns County Soil & Water Board on conservation projects from 1-3:00 PM February 3, 2011. This might be a good opportunity to get ideas for landscaping the facility.
3. **Maintenance Shed Heating** - The temperature in the maintenance shed hasn’t been regulating properly, perhaps because the thermostat was installed in the utility room. Gondringer is looking into it.
4. **Open House Planning** – Supervisors discussed planning for the Open House scheduled on February 13th. Invitations have been sent to members of the Task Force and Building Committee, as well as area legislators and others. Saupe will post flyers and advertise in the *Enterprise* and on KASM. There will be food at the Open House. Saupe will contact local caterers to inquire about options. We expect approximately 150 individuals. We will rent additional tables and chairs. There will be a short program at 1:30 PM. Gondringer will introduce members of the board, Task Force, Building Committee, architect, construction manager and others directly involved in the project. Gondringer will provide an overview of the history of the project. Construction manager Stephen Plantenberg will provide an overview of the actual building process. Merdan will contact a member of the local clergy. Board members will arrive at 11:00 AM to set up.
5. **Revised Meeting Schedule** – The meeting schedule discussed at the January 5, 2011, meeting was revised. Merdan moved to set meetings according to following schedule. Gondringer second. All in favor. Motion carried.
 - Board of Audit - March 2 at 7:00 PM;
 - Absentee Ballot – March 5 from 10 – 12:00 noon at the Town Hall;
 - Public Accuracy Test – March 2 at 6:30 PM;
 - Annual Election – March 8 from 12 noon to 8:00 PM;
 - Board of Canvas – March 8 at 8:15 PM;
 - Annual Meeting – March 8 at 8:30 PM;
 - Qualification Meeting – March 23 at 7:30 PM.
6. **Salt Shed** – Because of the inconvenience of loading plow trucks with the sand/salt mix at our current salt shed, Supervisors will discuss at a future meeting the possibility of building a salt shed at our new facility and selling the existing one and land.

7. **Fund Transfer Document** – Martini provided a draft of a fund transfer document so residents will be able to clear see how funds are spent.
8. **Internet Service** – Martini will check with local internet providers.
9. **Office/Records** – The Board spent the majority of the meeting organizing township files/records. After the move into our new facility and the consolidation of records that had been stored in various homes and locations, this is a top priority. Merdan moved to pass Resolution 01-22-11-2 “Resolution adopting the Minnesota Townships General Records Retention Schedule.” Gondringer second. All in favor. Motion carried.

Announcement of next meeting: February 2, 2011 at 7:30 PM

Adjournment: Gondringer moved to adjourn at 2:08 PM. Merdan second. All in favor. Motion carried.

Respectfully submitted,
Stephen G. Saupe, Clerk

Minutes approved: February 2, 2011