

Minutes of the Meeting of the Avon Township Supervisors
January 4, 2011
Avon Township Hall

Call to Order: Chairman Gondringer called the meeting of the Avon Township Supervisors to order at 7:30 P.M.

Pledge: The Pledge of Allegiance was recited.

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

Approval of Agenda: Added to the agenda was a discussion of the Schwalbe conditional use permit hearing. Merdan moved to approve the agenda as amended. Bresnahan second. All in favor. Motion carried.

Minutes: Merdan moved to approve the minutes of the December 7, 2011 meeting as written. Bresnahan second. All in favor. Motion carried.

Treasurer’s Report: Martini read the Treasurer’s Report and provided the Cash Control Statement for the period 12/01/2011 to 12/31/2011 (*below*). The report includes transfers between funds (claim numbers 1743 & 1744) and a payment of \$11,093 from MN Finance. Bresnahan moved to accept the Treasurer’s report. Merdan second. All in favor. Motion carried.

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Revenue	(\$39,826.01)	\$79,477.97	\$3,904.55	\$35,747.41
Road and Bridge	\$134,023.27	\$141,757.90	\$28,990.25	\$246,790.92
Fire	(\$20,058.71)	\$24,756.86	\$0.00	\$4,698.15
Road Damage Deposit	\$200.00	\$0.00	\$0.00	\$200.00
Capital Reserve Fund	\$126,000.70	\$4,944.75	\$25,000.00	\$105,945.45
Total	\$200,339.25	\$250,937.48	\$57,894.80	\$393,381.93

Claims & Payroll: Martini presented claims 1745 – 1759. The electric bill seemed high this month; it was attributed to turning on the in-floor heating. There was also a relatively large claim related to one of the snowplows; Ramler Trucking needed to repair a broken hydraulic line. We will look into setting up an account with Central Hydraulics for potential future service work if necessary. Bresnahan moved to approve the claims, payroll and fund transfers. Merdan second. All in favor. Motion carried.

At the February meeting we will go over our preliminary budgets for next year, in anticipation of the Annual Meeting. Deputy Clerk Gondringer will be asked to this meeting to compare records with Treasurer Martini.

Road Report: The following items were discussed:

1. Blattner Addition – Mike Nelson, MN Engineering, was scheduled to report on the drainage work in Blattner Addition, but he did not attend the meeting; he will report at the February meeting.
2. Sign Policy – Martini and Saupe drafted a sign policy, which includes a sign, and roads inventory. We are in the process of computerizing the sign inventory and updating the roads inventory to include maintenance work completed in recent years. Merdan moved

to approve the “Avon Township Road Sign Inventory, Retro-Reflectivity Compliance Evaluation and Replacement Policy” and Resolution 01-04-12-1: Resolution Adopting a Sign Policy. Bresnahan second. All in favor. Motion carried.

3. Tree removal – A resident on Upper Spunk Lake Road complained that Excel Energy cut down a tree on his property and left it in the ditch. The tree was removed. A tree fell on 331st (ViMa Addition); Roger Nelson will remove it.
4. 180th Ave – Since no residents live on this minimum maintenance road the Town will pursue vacating it. A resolution will be prepared for the February meeting to close the road to plowing during the winter. Saupe will contact the affected property owner and Bresnahan will contact the Town attorney about the appropriate procedures.
5. Snow Plowing – the Town needs to draft an agreement with Ms. Rosemary Anderson to clarify liability and other issues related to plowing.

Merdan moved to approve the Road Report. Bresnahan second. All in favor. Motion carried.

Planning Commission Report: Mr. Ken Mergen, Planning Commission Chair, presented the Planning Commission report. Mergen reported that the County approved the plat request by Mr. Ray Woitalla. Mr. Woitalla had several problems with the survey work but everything was finally resolved. The main order of business was to prioritize future Town expenditures. The Planning Commission made a list of needed items and then ranked them as follows: Lawnmower (15 points); Wood chipper / water softener (14, tie); Skid loader / shelving in office (12, tie); Shelving for maintenance shop (11); Front desk (dais) & chairs (10); Salt shed / Lighting for flag pole (9, tie); Art & decorating for walls and interior / Pickup truck with plow (8, tie); Garbage service (7); Office furniture / Solar panels (6, tie); Ditch mower / Welding equipment (5, tie). A trailer to haul the skid loader was added to the list. A lawnmower will be purchased in the spring to maintain the lawn around the Town Hall. Merdan will look into the cost of a chipper. The front desk should also include shelving for ordinances, etc., as well as locking cabinets. A cabinet builder will be contacted. The County granted a Conditional Use Permit for the Schwalbes. Bresnahan moved to approve the Planning Commission report. Merdan second. All in favor. Motion carried.

Scheduled Business

1. US/MidContinent Cable – Bresnahan moved to authorize Treasurer Martini to set up an electronic fee payment plan with MidContinent Cable. Merdan second. All in favor. Motion carried.
2. Elections – Bresnahan moved to adopt Resolution 01-04-12-2: Resolution Appointing Absentee Ballot Board for the March Township Election. Merdan second. All in favor. Motion carried. Bresnahan moved to adopt Resolution 01-04-12-3: Resolution Designating Avon Town Hall as the Site For Absentee Balloting. Merdan second. All in favor. Motion carried.
3. Warranty Work – Mr. Stephen Plantenberg reported that warranty work on doors and the toilets is underway and nearly complete.

4. Ordinance 439 – Three copies were provided by Stearns County. One will go to Supervisor Merdan, one to Planning Commission Chair Mergen and one will be kept in the Town Hall.
5. Workman’s Compensation Audit – Martini will complete the audit request by the Minnesota Association of Townships.

Reports/Announcements

1. Ms. Shelly Benson was appointed to replace Don Addams who retired from Environmental Services.
2. Robberies in Township – residents are cautioned that in December there were several robberies in the Town and surrounding area
3. A resident complained about a landlord. The resident was directed to Stearns County, which handles those issues.
4. Feedlot Officer – the feedlot officer for Avon Township is Richard Gruenes (Stearns Co. Envntl. Services).
5. A Gambling Permit was signed for an event sponsored by the Holdingford Lions Club.
6. MAT Education Conference will be held in St. Cloud on Nov 15-17, 2012. The Spring Short Course will be held in St. Cloud on Monday March 26, 2012.
7. Community Emergency Response Team training will be held in January and February. To participate, contact M. Klug, Stearns County.
8. Woitalla Parcel (03.01453.00200) – the address has been assigned as 36295 Tower Road, Albany, MN 56307. Gondringer will contact Mr. Woitalla to remind him about the need for a driveway permit and to contact Martini to obtain a 911 sign.
9. Ellingson Variance – was granted by the County
10. Certificate of Real Estate Values – Two were received: Schmitz & Forster (18588 Co Rd 154; \$130,000); and Nevins & Kurtz (19412 Red Oak Circle, \$190,000)

Announcement of next meeting: February 1, 2012 at 7:30 PM

Adjournment: Bresnahan moved to adjourn the meeting at 9:47 PM. Second by Merdan. All in favor. Motion carried.

Respectfully submitted,

Stephen Saupe, Clerk

date

Supervisor Approval:

Richard Bresnahan

LeRoy Gondringer

John Merdan