

Minutes of the Meeting of the Avon Township Supervisors

April 2, 2014

Call to Order: Chairman Bresnahan called the meeting of the Avon Township Supervisors to order at 7:30 P.M. in the Main Chamber of the Avon Township Hall, 16881 Queens Road, Avon (MN).

Pledge: The Pledge of Allegiance was recited.

Roll Call: Present – Richard Bresnahan, Kelly Martini, Roger Nelson, and Stephen Saupe. Absent – John Merdan. Also present – Ken Mergen (*Planning Commission Chair*), Joe Koopmeiners (*maintenance*), Marion Gondringer (*Deputy Clerk*).

Approval of Agenda: Nelson moved to approve the agenda with the correction that in Section 13 (Reports/Announcements), letter J, the name should be Kurtz not Kurtzman. Bresnahan second. All in favor. Motion carried.

Minutes: Nelson moved to approve the minutes from the March 5, 2014 meeting as presented. 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 03/01/2014 to 03/31/2014 (*below*). Nelson moved to accept the Treasurer’s report. Bresnahan second. All in favor. Motion carried.

For the Period 03/01/2014 to 03/31/2014

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance
General Revenue	\$68,897.77	\$715.80	\$4,208.46	\$65,405.11
Road and Bridge	\$417,878.32	\$0.00	\$7,534.55	\$410,343.77
Fire	\$10,405.82	\$0.00	\$0.00	\$10,405.82
Road Damage Deposit	\$400.00	\$0.00	\$0.00	\$400.00
Capital Reserve Fund	\$55,519.52	\$0.00	\$0.00	\$55,519.52
Total	\$553,101.43	\$715.80	\$11,743.01	\$542,074.22

Approval of Claims & Payroll: Martini presented claims 2234 – 2261. Claim 2233 to Xcel was pre-approved last month. Checks #7784 (Midsota, rewritten without tax) and #7786 (Avon Electric, duplicate payment) were voided. The purchase of tax-exempt items should be billed directly. Nelson moved to approve the payroll and the claims. Bresnahan second. All in favor. Motion carried.

Road & Maintenance Report:

1. **Driver Resignation** – One of our plow drivers resigned. We will send out ads for a replacement in July and interview applicants in August. We will check to determine if the State offers driver training courses/workshops. The Town should consider a salary/contract structure for the driver to provide a bonus if the driver remains all season.
2. **Road Inspection** – Nelson moved to reschedule the Annual Road Inspection for Friday, April 18th at 9:00 AM, with an alternate date of Saturday, April 26th at the same time. Bresnahan second. All in favor. Motion carried.
3. **Crack-fill** – A pallet of DOT-approved crack-fill material was purchased from Menard’s.

4. **Dyed Fuel** – The Town will not pursue using dyed fuel because the additional cost and complications of storage offset the savings.
5. **Propane** – Quotes for propane will be sought in July.
6. **Salt Shed** – Nelson moved to order another load of crushed granite to be spread around the salt shed. Bresnahan second. All in favor. Motion carried.
7. **Brushing & Overhanging Branches** – Brush at the intersection of Upper Spunk Lake Road and 182nd Avenue and overhanging branches on Upper Spunk Lake Road will be examined during road inspection and a decision will be made on the necessary action.

Nelson moved to accept the Road & Maintenance report. Bresnahan second. All in favor. Motion carried.

Planning Commission Report: Mr. Ken Mergen, Planning Commission Chair, presented the Planning Commission report. Mergen reported:

1. **Saint John's Solar Field Expansion** – Saint John's appeared to request a CUP for an expansion of their current solar field. The Planning Commission supports the request. Nelson moved to approve a Conditional Use Permit for the Saint John's Solar Field Expansion. Bresnahan second. All in favor. Motion carried.
2. **Ebnet Variance** – Anthony and Melissa Ebnet appeared to request a variance to build a garage 18 feet 6 inches from the road on Red Maple Dr. The Planning Commission doesn't support the request. Nelson moved to deny a variance to Mr. & Mrs. Ebnet to construct a garage closer to the road than currently permitted by ordinance. Bresnahan second. All in favor. Motion carried.
3. **Kelly Variance** – Mr. Bill Kelly appeared to request a Conditional Use Permit for a paint spray business on his property at 34754 Tower Road (Avon, MN). The Planning Commission recommends a public hearing. Nelson moved to set a public hearing on April 30, 2014 at 7:35 PM to consider a request by Mr. Bill Kelly for a CUP for a paint spray booth on his property. Bresnahan second. All in favor. Motion carried.
4. **Gondringer Driveway Permit** – Mr. LeRoy Gondringer appeared to request a driveway permit for his property on Tower Road. The Planning Commission supports the request. Nelson moved to approve a driveway permit for Mr. LeRoy Gondringer for his property on Tower Road (PID 03.00912.0008). Bresnahan second. All in favor. Motion carried.

Nelson moved to accept the Planning Commission report. Bresnahan second. All in favor. Motion approved.

Public Hearings: *none scheduled*

Scheduled Business:

1. **Assessor's Update** – Ms. Kathy Korte and Ms. Tina VanHeel from the Assessor's office appeared to provide a synopsis of the upcoming Board of Appeals and Equalization meeting. The value of residential properties were increased about 6%, seasonal recreational had no change, agriculture increased about 7%, commercial increased 2%, and Green Acres increased 17%.

2. **Liquor License** – Nelson moved to approve a temporary on-sale liquor license for the Immaculate Conception Parish (Avon, MN) for an event to be held on their grounds on June 29, 2014. Bresnahan second. All in favor. Motion carried.
3. **Qualification/Organization Meeting** – Nelson moved to approve the minutes of the 2014 Avon Township Qualification/Organization meeting. Bresnahan second. All in favor. Motion carried.
4. **Gopher Bounty** – Based on feedback from the Annual Meeting, Nelson moved to continue the gopher bounty. Bresnahan second. All in favor. Motion carried. Nelson will handle the claims and gophers.
5. **Annual Meeting Budget Revision** – There was a typographical error on the agenda for the Annual Meeting listing slightly different budget amounts in each category than were intended by the Supervisors. However, this didn't affect the total levy because it has remained the same for the past several years. The 2015 levy approved by the resident is: General Revenue – \$153,900; Road & Bridge – \$196,700; Fire Fund – \$63,500; Capital Reserve – \$10,000; for a Total Levy of \$424,100.
6. **Resolution 04-02-14** – The policy of the Town is to not reimburse Town official for meals when participating in Town business. Nelson moved to approve Resolution 04-02-14, which amends Resolution 03-19-14 (Establishing a compensation policy for Town officials) by changing section 3.3 to “Town Officers may not request reimbursement for the cost of meals while on Board authorized business. Alcohol is not a reimbursable expense and shall not be consumed while engaged in Town business.” Bresnahan second. All in favor. Motion carried.
7. **Town Newsletter** – A newsletter will be sent to residents that will include articles on use of the Town hall, opting out of weed spraying, mowing, brushing, decisions about roads that will be repaired as a result of road inspection, review of the snow removal season, budget and finance information including the S&P rating. It will be issued in late April/early May.
8. **Kurtzman Settlement Agreement** – Bresnahan moved to attach the mediated settlement agreement – Kurtzman *et al.*, Plaintiffs vs. Avon Township, Dean Martini & Kelly Martini, Defendants; Stearns County District Court File No. 73-CV-13-5920 – to the minutes of the April Supervisor's meeting. Nelson second. All in favor. Motion carried. Bresnahan moved to set a public hearing at the May 7th meeting at 8:00 PM to vacate the road. Nelson second. All in favor. Motion carried.
9. **Officer Listing** – the MAT Officer and Township Directory listings were completed.
10. **Merdan CUP** – Bresnahan moved to grant a one-year extension for the CUP issues to John & Jane Merdan on May 22, 2013 to construct a home at 32236 Co Rd 50, Avon (MN) – PID 03.01121.0000. Nelson second. All in favor. Motion carried.
11. **Snow & Ice Policy** – this will be updated at the next meeting.

Other/Old Business

1. **Township Logo** – no action.

Reports/Announcements

1. Nelson was issued a key for the Town Hall.
2. The Town submitted a letter of intent to apply for a SCORE Grant.
3. The Town received a Notice of Public Hearing and Intent to Enact an Ordinance, which will be held on Tuesday April 22 at 10:10 AM. This ordinance eliminates shore land review panel & reassign duties. This is a money saving move by Stearns County.
4. No Certificates of Real Estate Value were received.
5. No Construction Site Permits were received.
6. Assessment Searches were performed for 36713 Pelican Lake Road and 17679 Upper Spunk Lake Road.
7. Supervisors were reminded of the Board of Adjustment and Equalization Meeting that is scheduled for April 28 (Monday) at 7:00 PM.
8. Election Judge recruiting is in progress.
9. Supervisors reaffirmed the decision to permit non-profit and educational groups to use the Town Hall. Private parties are not allowed to meet in the Town Hall.
10. A variance requested by Mr. Kurtz was denied by Stearns County.
11. A brochure for the Urban Short Courses was received.
12. Nelson moved to approve a temporary Gambling Permit for the Church of the Immaculate Conception. Bresnahan second. All in favor. Motion carried. The Clerk signed the permit.
13. Information about upcoming LTAP workshops (gravel roads, concrete pavement, MN roadway maintenance training and demo day) was received.
14. The Town was contacted by a representative from American Family Insurance to attempt to identify the plumber or contractor for a residence on Tower Road to pursue a claim.
15. CenturyLink sent a letter requesting that the Town contact them if we are planning construction projects that might affect buried cables.
16. Martini announced that the MAT meeting will occur on April 24 at 7:45 P.M. in Freeport.
17. PERA is electronically removed every time Koopmeiners is paid.
18. The Summer Short Course will be held June 16th at the Holiday Inn, St. Cloud.

Adjournment: Nelson moved to adjourn the meeting at 10:15 PM. Bresnahan second. All in favor. Motion carried.

Announcement of Next Meeting: The next meeting will be held on Wednesday, May 7, 2014 at 7:30 PM.

Respectfully submitted,
Stephen Saupe, Clerk

Supervisor Approval

Richard Bresnahan

John Merdan

Roger Nelson

Attest

date