

Minutes of the Meeting of the Avon Township Supervisors June 4, 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, John Merdan, Roger Nelson, and Stephen Saupe. Also present – Ken Mergen (*Planning Commission Chair*), Joe Koopmeiners (*maintenance*), Marion Gondringer (*Deputy Clerk*).

Approval of Agenda: Acquisition of a chipper and bolts and R10 zoning were added to the agenda. Merdan moved to approve the agenda as amended. Nelson second. All in favor. Motion carried.

Minutes: Nelson moved to approve the minutes from the May 7, 2014 meeting as presented. Merdan second. All in favor. Motion carried. Merdan moved to approve the minutes from the May 21st continuation of the May 7th meeting as presented. Nelson second. All in favor. Motion carried. The minutes from the Special Meeting of the Supervisor’s on December 4th, 2013 were apparently never approved at the time. Merdan moved to approve the minutes of the December 4, 2013 meeting. Nelson second. Two in favor. Nelson abstain since he wasn’t a Supervisor at the time. Motion carried.

Treasurer’s Report: Martini read the Treasurer’s Report and provided the Cash Control Statement for the period 05/01/2014 to 05/31/2014 (*below*). The Township received a letter from Standard’s & Poor’s reminding the Township to alert them to any other debt obligations. Merdan moved to accept the Treasurer’s report. Nelson second. All in favor. Motion carried.

For the Period 05/01/2014 to 05/31/2014

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Revenue	\$57,510.76	\$1,961.34	\$12,352.19	\$47,119.91
Road and Bridge	\$398,139.50	\$75.00	\$5,569.87	\$392,644.63
Fire	\$10,405.82	\$0.00	\$0.00	\$10,405.82
Road Damage Deposit	\$600.00	\$0.00	\$0.00	\$600.00
Capital Reserve Fund	\$53,895.91	\$0.00	\$10,033.03	\$43,862.88
Total	\$520,551.99	\$2,036.34	\$27,955.09	\$494,633.24

Approval of Claims & Payroll: Martini presented claims 2283 (tabs for the trailer) and 2284 & 2285 (PERA) from May. Martini presented claims 2286 – 2301 from June. Checks 7867 and 7892 (both mistakes) were voided. Nelson moved to approve the payroll and the claims. Merdan second. All in favor. Motion carried.

Road & Maintenance Report:

1. **Curbs on Red Maple Drive** – a couple of residents on Red Maple Drive have installed curbs, which are a hazard for the snowplow. A letter will be sent to ask them to remove the curbs.
2. **Van Heel Driveway** – has been taken care of.
3. **325th Street** – Bresnahan met with representatives from Saint John’s who have agreed to share costs for resurfacing portions of 325th adjacent to their football parking overflow lot. 325th is currently 19

feet wide – if resurfaced it will be engineered to 21 feet, which is the standard width of Township roads.

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

1. **New Member** – LeRoy Gondringer took the oath of office to complete the term of Roger Nelson who needed to resign when he was elected Supervisor.
2. **Gielen Certificate of Compliance** – The Planning Commission recommends a request from Mr. LeRoy Gielen for a Certificate of Compliance. Merdan moved to approve a Certificate of Compliance for Mr. LeRoy Gielen. Nelson second. All in favor. Motion carried.
3. **Backes / Schneider Property** – Mr. Tim Backes appeared to discuss options to develop a building site on a 12-acre parcel on Queens Road. It is not a buildable lot. The most feasible options are to transfer a building credit from another parcel owned for three years or to purchase a building credit.
4. **Ebnet Variance** – Tony & Melissa Ebnet appeared at the Planning Commission meeting to discuss the possibility of constructing a garage 20.5 feet from Red Maple Drive compared to their previous proposal of 18.5 feet. The Planning Commission (4 in favor, 1 opposed) does not support the request. Merdan moved to accept the Planning Commission recommendation. Bresnahan second. Two in favor. One opposed (Nelson). Motion carried.
5. **Driveway Inspector** – The Planning Commission recommends that the Township appoint a driveway inspector who would be responsible for things such as documenting the road condition before and after the work, and determining if a culvert and aprons are required. Nelson moved to appoint Joe Koopmeiners as the inspector of driveways. Merdan second. All in favor. Motion carried.
6. **Haakonsen Driveway** – The Planning Commission recommends approval of a driveway permit for Mr. C. Haakonsen with a 15-inch culvert and aprons. Nelson moved to approve a driveway permit for Mr. C. Haakonsen. Merdan second. All in favor. Motion carried. Since this driveway was completed prior to approval, a letter will be sent to Mr. Haakonsen alerting him to the need to install a 15-inch culvert and aprons, that half of his damage deposit will be retained for constructing the driveway without a permit, and that the remainder of the damage deposit will be returned after installation of culvert and aprons.
7. **Breth Driveway** – the driveway is being replaced and appears to have damaged the heel of the road. Merdan will inspect and determine if anything needs to be done.
8. **Driveway Permits** – to insure that residents know about the need for a driveway permit, Nelson moved that construction starts for all new buildings must first be evaluated by the Township to determine if a driveway permit is required prior to the County issuing a building permit. Merdan second. All in favor. Motion carried. Residents would be directed to contact either the Clerk or Township Driveway inspector to receive an approval form that would be then taken to the County for the building permit. A form will be drafted and discussed at the next meeting.
9. **2040 Transportation Plan** – Mergen represented the Township at a County meeting to discuss transportation issues. A variety of topics were discussed including the need for sound barriers along I-94 through Avon, repairing Co Rd 9, not diverting traffic onto Norway Road during I-94 snow

closures, and the County's plan to return roads to townships though there are none in Avon Township.

10. **Gravel Pits** – The Ramler site is being actively mined by Knife River. Bresnahan did an inspection and they appear to be following the conditions of their Interim Use Permit. The County wants to be released from the Bond for the future reclamation of the Rausch gravel pit. They would prefer an escrow account be established for the same amount; the Supervisors support this plan.
11. **Road Work** – Westwood Engineering has initiated their work.

Merdan moved to approve the Planning Commission report. Nelson second. All in favor. Motion approved.

Public Hearings: *none scheduled*

Scheduled Business:

1. **Election Judge Resolution** – Bresnahan moved to approve Resolution 06-04-14 appointing election judges for the Primary and General elections. Merdan second. All in favor. Motion carried. Mr. Paul Buttweiler may be interested in serving as an election judge.
2. **911 Sign Post** – a resident contacted the Township concerning a damaged 911 signpost. A new post can be purchased from the Township for \$10 or \$25 including installation.
3. **MAT Memberships** – these were distributed to the Board.
4. **Planning Commission Appointments** – New members (Huston, Saupe) were appointed at the February 5, 2014 meeting.
5. **Newsletter** – a draft of the newsletter was edited. It will be printed and mailed next week.
6. **Fines** – the fine for not obtaining a permit prior to work is twice the permit fee.
7. **Wellhead Protection Plan** – A copy of the plan was received from the City of Avon and is posted on the Township website. There will be a public hearing on July 7th at 7 PM in Avon City Hall. Nelson moved to approve the attendance of any Supervisors or Planning Commission members. Merdan second. All in favor. Motion carried.
8. **Summer Short Course** – Merdan moved to approve attendance by Board members. Bresnahan second. All in favor. Motion carried.
9. **Chipper Acquisition** – It was decided to not purchase a chipper at this time due to cost, the potential increase in worker's compensation, and maintenance and repair. Koopmeiners constructed a beautiful box to fit the plow that is used to haul chips
10. **Bolts** – Nelson moved to approve the purchase of an assortment of bolts and bins from Fastener Supply Company to be used in the Maintenance Shop for a cost to not exceed \$1500. Merdan second. All in favor. Motion carried.

- 11. **Planning Commission Representatives** – Nelson will attend the June meeting, Merdan in July and Bresnahan in August.
- 12. **R10 Zoning District** – Nelson suggested that the Township consider adopting R10 zoning. The general consensus was opposed because it encourages the development of prime agriculture land. Also, the City and Town want to maintain growth in the growth corridor areas near the City and St. Anna. Also, R10 doesn't comply with the comprehensive plan supported by residents.]

Other/Old Business

- 1. **Township Logo** – no action.
- 2. **Snow & Ice Control Policy** – no action.

Reports/Announcements

- 1. No Certificates of Real Estate Value were received.
- 2. A Construction Site Permit was received for partial confinement barns on the Kolodojeski property (36474 Co Rd 9).
- 3. Assessment Searches were performed for Gielen (36882 Co Rd 155), Soenneker (17162 Marsh Lane), Thompson (37240 175th Ave), and a property at 17679 Upper Spunk Lake Road.
- 4. No Feedlot Permits were received.
- 5. Revisions to the Land Use & Zoning Ordinance #439 were received from the County.
- 6. Final documents for Goosehaven Addition (Fisher's) were received from the County.
- 7. There will be a gravel road webinar on June 12th at 2 PM.
- 8. The Township received a copy of final settlement documents in Kurtzman *et al.* vs. Avon Township *et al.*
- 9. Knife River will begin asphalt operations at the Pierskalla/Ramler gravel site on approximately June 24th.
- 10. The ditch mower is ready. Mowing will begin soon.

Announcement of Next Meeting: The meeting will be continued on June 18th, 2014 at 7:30 PM in Avon Township Hall to discuss engineer report from Westwood and begin road bid process.

Respectfully submitted,
Stephen Saupe, Clerk

Supervisor Approval

Richard Bresnahan

John Merdan

Roger Nelson

Attest

date