

Minutes of the Meeting of the Avon Township Supervisors

December 2, 2015

Avon Township Hall, 16881 Queens Road, Avon (MN)

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 and welcomed guests.

Pledge: The Clerk led the Pledge of Allegiance.

Recording: The Clerk announced that the meeting was being recorded and turned on the recorder.

Roll Call: Present – Richard Bresnahan, John Merdan, Roger Nelson, Kelly Martini, and Stephen Saupe. Also present – Paul Buttweiler (*Deputy Treasurer*), Marion Gondringer (*Deputy Clerk*), LeRoy Gondringer (*Planning Commission, Chair*), Joseph Koopmeiners (*Maintenance*).

Approval of Agenda: Several items, including the weed report and updates on road issues, were added to the agenda. Nelson moved to approve the amended agenda. Merdan second. All in favor. Motion carried.

Minutes: Nelson moved to approve the minutes of the November 4, 2015 meeting with one correction (82nd Ave should be 182nd in #7 under Road Report). Merdan second. All in favor. Motion carried.

Planning Commission Report: Mr. LeRoy Gondringer, Planning Commission Chair, reported:

1. **Zoning in St. Anna Area** – The Planning Commission reconsidered the future growth map for the St. Anna area and recommends no changes at this time, even though the map is incorrectly labeled. It would cause more confusion than it's worth to modify it at this point. The County Planning Commission will consider the request for the Baker property rezoning at their December 17th meeting. Bresnahan plans to attend to represent the Township. The LESA score on the adjacent Beckers property is 79, which is prime farmland. Nelson moved to authorize Supervisor Bresnahan to question the County Planning Commission if there is a policy regarding development on properties with a LESA score in the 70's. Merdan second. All in favor. Motion carried. The Supervisors are unlikely to approve a rezone on any township property with a LESA score above 65.
2. **Philippi Property** – Mr. Tim Philippi appeared to request multiple driveway permits to access his property on 325th Street. The Planning Commission supports one driveway to the west end of the property. Since no completed permit was received, no further action was taken. If Mr. Philippi decides to pursue a driveway permit, the permit must be obtained and the work completed before 325th is resurfaced. Mr. Philippi also wants to split five acres from the family farm to build a home. He has been in contact with Environmental Services concerning the necessary procedures. Mr. Philippi will need, among other things, approval of a zoning change as well as a variance. A new septic system installed by the Philippi family is apparently on Saint John's property.
3. **Bueckers Plat** – Chair Bresnahan signed the final plat for Brian and Melissa Bueckers. The Town did not receive a copy of the plat.
4. **Avon Area Lakes** – the Association met and discussed a variety of topics including disposal of a floating bog in Linnemann Lake and their 501c3 status.

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

Treasurer's Report: Martini read the Treasurer's Report and provided the Cash Control Statement for the period 11/1/2015 to 11/30/2015 (*below*). Payment from the County will appear on next month's statement. Martini is completing a worker's compensation audit that is due at the end of the month. The IRS reported that all paperwork is now up to date. Merdan moved to accept the Treasurer's report. Nelson second. All in favor. Motion carried.

For the Period : 11/1/2015 To 11/30/2015

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$103,862.57	\$5,289.98	\$72,453.36	\$36,699.19
Road and Bridge	\$160,437.75	\$2,018.94	\$22,233.50	\$140,223.19
Road Damage Deposit	\$1,600.00	\$0.00	\$0.00	\$1,600.00
Fire Fund	(\$20,808.82)	\$0.00	\$0.00	(\$20,808.82)
General Capital Projects	\$58,038.76	\$0.00	\$0.00	\$58,038.76
Total	\$303,130.26	\$7,308.92	\$94,686.86	\$215,752.32

Approval of Claims & Payroll: Martini presented claims #2705 – 2728. November PERA claims were 2703 and 2704. Check 8419 (already paid) and 8425 (written for wrong amount) were voided. A date stamp would be helpful. Merdan moved to approve the payroll and claims. Nelson second. All in favor. Motion carried.

Maintenance & Road Report:

1. **House Moving** – A home will be moved on Tower Road from Poverty Point to Goosehaven Road. The resident/movers requested that the Town remove some trees. Koopmeiners and Merdan examined the situation. Nelson moved to authorize Koopmeiners to remove a tree near the Litchy residence but that responsibility for the removal or trimming of any other trees is the responsibility of the resident moving the home and that any work must be first approved by the Town. Merdan second. All in favor. Motion carried. Merdan or Koopmeiners will contact the resident to alert him of the Town decision.
2. **Schneider Driveway Permit** – Nelson moved to approve a driveway permit for Sherry & Kurt Schneider after Koopmeiners approves the location and any pertinent permit conditions. Merdan second. All in favor. Motion carried.
3. **Snow Update** – plowing after the recent storm went well; no complaints were received. The Supervisors support sending Koopmeiners and other drivers to any pertinent plow training workshops.
4. **Mailbox** – repainting the Town name on the mailbox will occur when weather permits.
5. **Road Bids** – Nelson moved to have Westwood Engineering attend the January meeting to discuss bid documents for 2016 roadwork. Merdan second. All in favor. Motion carried.
6. **Weed Report** – Nelson completed the weed report. The Town sprayed 14 miles of road. In addition, 41 miles of Township roads were mowed four times.

7. **Road Obstruction**– the pontoon boat that was too close to the road was moved. A Stearns County Deputy did an excellent job handling the situation.
8. **Snow Routes** – Koopmeiners is working on a map to summarize snow-plowing routes.
9. **Queens Road Work** – a washed out area has been repaired.
10. **Residents Driving on Town Hall Property** – a resident has been driving on the Town property. This could damage the septic system.

Merdan moved to accept the road report. Nelson second. All in favor. Motion carried.

Public Hearings: *None scheduled.*

Scheduled Business:

1. **Humane Society** – Nelson moved to approve the Impound Agreed with the Humane Society, excluding cats. Merdan second. All in favor. Motion carried. Nelson will serve as the main contact person.

Other/Old Business: *none*

Recurring Reports:

1. There was a request for a 911 sign (Breth (37905 Cardinal Nest Court).
2. No Certificates of Real Estate Value were presented.
3. A Construction Site Permit was received for Lobitz (37782 Sunnyfield Circle; 16 x 34 garage addition).
4. No feedlot or home-extended business permits were received.
5. No County public hearing notices were received.
6. Special Assessment Searches were performed for Kierzek (35052 Co Rd 9) and Thull (37582 Riley Ct).

Announcements & Brief Reports:

1. Bresnahan is waiting for information from the Assessor's Office concerning the Haakonsen property.
2. Rinke-Noonan is sponsoring a Drainage & Wetland Conference on Feb 11, 2016 in St. Cloud.
3. A letter was mailed to a resident to request that no crops are planted in the road right-of-way on Queens Road. Supervisor Merdan already discussed the situation with the resident.
4. A Manufactured Home Application was signed; the Township signs these permits as per agreement with the County.
5. Gopher State One 2016 Transition is in progress.
6. Martini and Merdan reported that the MAT conference this year was one of the best ever. Safety was a major theme.
7. There is an online sign-maintenance training program available for \$65.
8. Martini reported that MAT insurance will rebate money in 2016.
9. Martini reported that a MAT resolution will request Townships sign a resolution requesting that the County not return roads to Townships.
10. Bresnahan and Nelson are up to date with Board of Appeal and Equalization training. Merdan requires updated training in 2016.

Adjournment: Merdan moved to adjourn the meeting at about 9:00 PM. Nelson second. All in favor. Motion carried.

Announcement of Next Meeting: The next regular meeting will be held on Wednesday, January 6, 2016 at 7:30 PM.

Respectfully submitted,
Stephen Saupe, Clerk

Supervisor Approval

Richard Bresnahan

Roger Nelson

John Merdan

Clerk Signature

Date