

# **Minutes of the Meeting of the Avon Township Supervisors**

**July 1, 2015**

**Avon Township Hall**

**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.

**Pledge:** The Clerk led the Pledge of Allegiance.

**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:** Added to the agenda were discussions of Meadowview Lane, Behrend road obstruction, website, crack filling, and quotes for roadwork. Merdan moved to approve the agenda as amended. Nelson second. All in favor. Motion carried.

**Minutes:** Nelson moved to approve the minutes of the June 3, 2015 meeting. Merdan second. All in favor. Motion carried.

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

1. **Haakonson Driveway Permit** – The Planning Commission considered a request by Mr. Nate Haakonson for a driveway permit to construct a circular drive at his property (32713 182<sup>nd</sup> Ave.). Three residents, representatives of the neighborhood executive committee, appeared at both the Planning Commission meeting as well as this meeting, to oppose the request. The Planning Commission recommended denying the permit. Mr. Haakonson stated he is operating a business on the site that has two employees. The County will investigate whether the business is permitted within the zoning district. Nelson moved to deny a driveway permit for Mr. Nathan Haakonson. Merdan second. All in favor. Motion carried.
2. **Braegelmann Certificate of Compliance** – The Planning Commission considered a request by David and Linda Braegelmann for a Certificate of Compliance for their conventional subdivision. The Planning Commission recommends approval. Nelson moved to approve a Certificate of Compliance for David and Linda Braegelmann. Merdan second. All in favor. Motion carried.
3. **Kelly Conditional Use Permit** – A question was raised about whether or not the Conditional Use Permit received by Mr. William Kelly for a paint operation was for business or personal use. The Clerk will search for the appropriate documents and report at the next meeting.
4. **Avon Hills Overlay** – The Planning Commission reviewed the boundaries of the Avon Hills Overlay area and couldn't find evidence that they were substantially incorrect. Merdan moved to leave the boundaries as they currently exist for now. Nelson second. All in favor. Motion carried.
5. **Conditional Use Permits** – The Planning Commission discussed whether to have the County handle Township CUP's. The Planning Commission will forward a recommendation to the Supervisors at a future meeting.

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

**Treasurer's Report:** Martini read the Treasurer's Report and provided the Cash Control Statement for the period 6/1/2015 to 6/30/2015 (*below*). The beginning balance in the General Fund is \$863.30 lower than the amount on the ending balance from the previous statement, while the beginning balance in R&B is \$863.30 higher than the amount on the previous statement. The total beginning balance matches with the previous month. Martini stated that this reflects money transferred from R&B to the General Fund to pay for Koopmeiners salary. Nelson moved to accept the Treasurer's report. Merdan second. All in favor. Motion carried.

For the Period : 6/1/2015 To 6/30/2015

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$57,291.83	\$60,295.66	\$5,078.84	\$112,508.65
Road and Bridge	\$77,903.94	\$73,260.60	\$3,855.53	\$147,309.01
Road Damage Deposit	\$1,600.00	\$0.00	\$0.00	\$1,600.00
Fire Fund	(\$54,536.10)	\$23,609.10	\$0.00	(\$30,927.00)
General Capital Projects	\$52,757.42	\$3,718.80	\$0.00	\$56,476.22
<b>Total</b>	<b>\$135,017.09</b>	<b>\$160,884.16</b>	<b>\$8,934.37</b>	<b>\$286,966.88</b>

**Approval of Claims & Payroll:** Martini presented claims #2597 – 2599 (June PERA; \$560 total) and 2600 – 2622 (July claims; \$19,212.13 total). Martini noted that it has been difficult to keep track of claims from some suppliers because of the number of invoices, etc. Merdan moved to approve the payroll and claims. Nelson second. All in favor. Motion carried.

### **Maintenance & Road Report:**

- Insurance Information** – Koopmeiners supplied the trailer VIN and year of purchase for our insurance carrier.
- Crack Filling** – No crack filling was done last year. Merdan presented a quote of \$57,971.00 from Midwest Asphalt for crack filling. Nelson moved to accept the quote. Bresnahan second. Two in favor. One abstain (Merdan). Motion carried.
- Quotes for Road Repairs** – Merdan received quotes from Kotzer Excavating and Lange Trenching for repairs on Tower Road, Norway Road and 325<sup>th</sup> Street. No work will be done on 325<sup>th</sup> this year. The quotes are listed below. Merdan moved to accept the quote from Kotzer Excavating (total \$20,382). Koopmeiners will work with them and determine whether tiling is also required on Norway Road. Before beginning the project, Kotzer will need to supply a Certificate of Insurance.

<b>Company</b>	<b>Tower Road</b>	<b>Norway Road</b>
Kotzer Excavating	\$12,452	\$7,930
Lange Trenching	\$20,785	\$18,785

- Meadowview Lane** – Koopmeiners will repair a washout area with class 5.
- Tractor Rental** – The Town will rent Gondringer's tractor at the previously quoted price for a day to complete needed work.
- Behrend Obstruction in ROW** – Information will be provided to the Township attorney to draft a letter to Mr. Behrend to remove the obstruction in the Township road right-of-way.

7. **Weeds** – Nelson inspected the Township with the Stearns County inspector. Letters were sent on June 26, 2015 to seven residents to cut/spray thistles.
8. **Upper Spunk Lake Road** – a complaint was received from a resident about the drop-off on Upper Spunk Lake Road.
9. **Minimum Maintenance Roads** – “Minimum maintenance road” signs were removed from some roads. They will not be replaced since it is likely that they will be stolen again. Nelson suggested changing some minimum maintenance roads to cartways. These roads will be graded only if necessary.

**Public Hearings:** None scheduled.

**Scheduled Business:**

1. **Newspaper Column** – The *Avon/Albany Enterprise* was contacted and is willing to publish a Township column. Possible topics include: clarification of business rules and items in road right-of-ways, which includes any construction materials.
2. **Aquatic Invasive Species** – Saupe reported that the Avon Area Lakes Association recently meet to discuss electing officers, inviting a consultant to a meeting, and funding. It is probably not necessary to send a representative to every AALA meeting. Merdan moved for a representative to attend the meetings as necessary. Nelson second. All in favor. Motion carried.
3. **Web Site** – Nelson reported that information about the former gopher bounty should be removed from the web site. Saupe reported that the web site has been down lately. He was authorized to fix the site as necessary.

**Other/Old Business:** none

**Reports and Announcements:**

1. There were no 911 sign requests, Construction Site permits, or Feedlot permits.
2. Certificates of Real Estate Value were presented for RRCH #3LLC, Doris Ramler Revocable Trust, Yurczyk, and Birr. More details are available at the eCRV website (<https://gis.co.stearns.mn.us/landuse-Restriction/default.aspx#>).
3. Special Assessment Searches were conducted for Heitzman (13706 365<sup>th</sup> St), Dobmeier (36455 Pelican Lake Road), Swenson (18033 Co Rd 54), and Heine (32819 Spunk Tree Circle).
4. Stearns County approved the preliminary plat for the Bueckers. The final plat will be approved at an upcoming County meeting. Nelson moved to authorize a representative (Bresnahan) to attend. Merdan second. All in favor. Motion carried.
5. Effective January 1, 2016 a municipality must provide health insurance to the surviving spouse or dependent under age 26 to a volunteer firefighter killed in the line of duty.
6. There will be a joint City/Town meeting on September 16, 2015 at 6:30 PM in the Avon City Hall.

- 7. Merdan attended the Fifth Monday meeting sponsored by ISD745. They are looking to pass a referendum this year.
- 8. The County has a great web site for doing property searches at <https://gis.co.stearns.mn.us/landuse-Restriction/default.aspx#>.

**Adjournment:** Nelson moved to adjourn the meeting at about 9:40 PM. Merdan second. All in favor. Motion carried.

**Announcement of Next Meeting:** The next regular meeting will be held on Wednesday, August 5, 2015 at 7:30 PM.

Respectfully submitted,  
Stephen Saupe, Clerk

**Supervisor Approval**

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Richard Bresnahan

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Roger Nelson

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John Merdan

**Attest**

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Date