

Minutes of the Meeting of the Avon Township Supervisors

September 7, 2016

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 Pledge of Allegiance was recited.

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

Approval of Agenda: Discussion of alternate polling place was added to the agenda. Nelson moved to approve the agenda as amended. Merdan second. All in favor. Motion carried.

Approval of Minutes: Nelson moved to approve the minutes of the August 3, 2016 meeting as presented. Merdan second. All in favor. Motion carried.

Planning Commission Report: Presented by Mr. Will Huston, Planning Commission Chair

- Cari Wiersema Variance:** Wiersema requests a variance to build a 20' X 24' addition to her home located on Pelican Lake. (18685 368th Street, Avon, MN. Parcel #03.01400.0000, and 03.01399.0000) Existing structure is 53' from the center of the road and addition would be the same distance. Wiersema was alerted to the fact that because this is lake shore property she will need to go to Stearns County Environmental Services. Nelson moved to set public hearing for Cari Wiersema for a variance to build an addition 53" from the center of the road at the Planning Commission Meeting on September 28, 2016 at 7:45 P.M. Merdan second. All in favor. Motion carried.
- Kevin Korneck Driveway permit:** Korneck proposes a 20' wide driveway in conjunction with the construction of a new residence. Located on St. Anna Drive, #911 is not yet established, Parcel #03.00785.0000. Koopmeiners has inspected. Korneck was advised of the need for a metal culvert and aprons. Merdan moved to approve the driveway permit for Kevin Korneck. Nelson Second. All in favor. Motion carried.
- Parkwood Circle driveway:** Question concerning a driveway located between 15582 and 15609. Koopmeiners reports that this was an existing driveway that has recently had surface material added. No permit necessary.
- Markings on Upper Spunk Lake Road:** A resident has questioned the absence of lane lines on the recently resurfaced Upper Spunk Lake Road. Bresnahan stated that Upper Spunk lake Road was previously a County road and had lines. It had since been turned over to Avon Township. The Township has never painted lane lines on Township roads.
- Solar garden ordinance:** General discussion took place. The county is currently working on zoning and ordinance changes in regard to future solar garden permits.
- Queens road driveway:** It was observed by Planning Commission members that although a permit for this driveway was approved by the Supervisors in December of 2014, this driveway had not been processed through the Planning Commission. Bresnahan states that every effort will be made to make sure driveway permits are reviewed by the Planning Commission before approved.
- Discussed Township website.** The Township website has been down because it had been hacked into. Saupe has been working on getting this updated and security increased. It was observed that the website has been working recently.

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 8/1/2016 to 8/31/2016 (*below*). Nelson moved to approve the Treasurer's report. Merdan second. All in favor. Motion carried.

For the Period : 8/1/2016 To 8/31/2016

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$122,994.44	\$1,086.19	\$4,144.03	\$119,936.60
Road and Bridge	\$246,058.33	\$15,205.63	\$226,823.85	\$34,440.11
Road Damage Deposit	\$2,200.00	\$0.00	\$400.00	\$1,800.00
Fire Fund	\$42,470.13	\$0.00	\$31,308.50	\$11,161.63
General Capital Projects	\$63,171.70	\$0.00	\$862.72	\$62,308.98
Total	\$476,894.60	\$16,291.82	\$263,539.10	\$229,647.32

Approval of Claims & Payroll: Martini presented the July claims (claim #2898 Knife River, an additional August Claim, and claim #s 2901-2924). The PERA claims #s for August were 2899 & 2900. Voided checks – #s 8712, 8713, 8717, 8719, 8724, 8729, 8730. Nelson moved to approve the payroll and claims. Merdan second. All in favor. Motion carried.

Town Hall Maintenance Report:

- Maps update:** Koopmeiners states that the individual who is working on this has a medical issue that is delaying the work on the maps.
- Hall windows update:** Koopmeiners has concluded installation of the windows needing replacement. Installation went well. Cost of windows has been covered by the warranty. The paperwork for the replaced windows will be filed with the building project as well as with warranty paperwork for the hall.
- Safety Training:** Motion by Merdan to authorize Koopmeiners and other Township plow drivers to attend an October safety training in the cities that is coming up soon. Cost is \$100 per person attending. Second by Nelson. All in favor. Motion carried.

Merdan moved to accept the Town Hall Maintenance report. Nelson second. All in favor. Motion carried.

Road Report & Roadwork Update:

- Monthly roadwork update**
 - 360th Street, a Township road:** Two bids to repair this road have been received (1. Kotzer Excavating - \$5,400, and 2. Lange Trenching - \$7,100) Bids include removal of boulders that have been placed in the ditch, adding clay binder, removal of concrete at the top of the road, and adding class 5. There is some confusion as to what has recently been observed as having taken place on this road. Gondringer reports that the road has been graded by Bernard Huls. At this time it is unknown who hired Huls to work on this road, but it was not authorized by Avon Township, and no one on the board knows how this came about. Koopmeiners reports that the condition of the road has not been improved by the work that was done. There is some question as to the liability of who is responsible for this road now that it has been altered outside of Township authorization. It was pointed out that because there was work done on the road, both of the bids are invalid because the condition of the road has changed. This is a Township road, but could be taken over by the land owner if desired. Gondringer and Bresnahan will have a discussion with the resident addressing the road condition, the work done on the road, and what is needed, before any decision is made to move forward on this road. No action taken at this time. Bids will be tabled till the October meeting.
- Road ditches** have been cut. They may need one more cutting this fall. Martini requests cutting of ditches on minimum maintenance Meadowview Road.
- Peach Drive:** Koopmeiners reports it looks very good now after the addition of 6 loads of gravel.
- Bituminous patching:** Huston reports that Minnesota Hot Mix has completed patching ordered. Shoulders on Tower Road, 360th Street and Sara Lane still need shouldering. Next week is the estimated timeframe to complete that portion of the process.
- Driveway in Parkwood Circle:** See above.
- Plow trucks** will be ready for winter after a DOT inspection which will take place sometime this month.

7. **Brush cutting:** Koopmeiners will continue cutting brush until the compost site closes up for the year. He is currently working on 188th Street on Pelican but is being conservative with trimming on this road because property owners have expressed concerns.

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

Public Hearings: Variance hearing for Cari Wiersema has been set for October 5th, 7:45 P.M.

Scheduled Business:

1. **Bob Dunnings – Weeds:** After inspections by Dunnings, small areas of *Wild Parsnips* has been located on Upper Spunk Lake Road, 355th Street, and 365th Street. Property owners have been notified of weed infestation on their property along these roads. Dunnings has trimmed seed heads on the ROW on Upper Spunk Lake Road and is working with property owners. Property owner on 355th Street is working on the infestation. Dunnings has taken care of the infestation in the ROW on 365th Street and will work with Koopmeiners for ROW control. Awareness of this plant is crucial as it is very caustic to humans and animals. This plant can be sprayed well into the fall, even after frost.

Spotted Knapweed has been found on Upper Spunk Lake Road along County Rd 156 on land owned by two organic farmers on the road. Dunnings is working on control measures with these property owners and is handling the issue in the ROW affected.

Leafy Spurge – beetles have been released into the patch of weeds found two years ago and improvement has been seen. Dunnings advised no brush trimming in the area so as not to disturb the beetles. Dunnings will work with Koopmeiners in tending to thistles and other weeds in Township ROW areas.

There is grant money available for purchasing spray and a sprayer through a letter of intent sent to Stearns County Soil and Water Conservation District (SWCD). Grant funds may reimburse 75% of costs up to \$1200.00 for a maximum reimbursement of \$900.00. Dunnings holds an Annual Spring Meeting to assist applicators in weed control.

Bresnahan questioned Dunnings on noxious weeds in connection with solar gardens. Dunnings states he is the lead contact for noxious weeds in the County and would be willing to help with that area as well.

2. **Avon Area Lakes – Denis McGuiness – AIS survey results:** McGuiness was not present, but submitted an email request for \$930.00 in funding to pay for ½ the cost of hand picking on Middle and Lower Spunk Lakes. Our weed inspector (Nelson) states that although he has requested a personal viewing of Milfoil in the lakes, this has not yet happened. Authorization of funding will be tabled until he has actually viewed the presence of Milfoil in the lakes. He states he would like to be present during hand picking process. Clerk will alert McGuiness to this need.
3. **File Cabinets for filing room:** Saupe would like to add four 4-drawer file cabinets. Two of our current files were attained through the St. John's Guild sale. Gondringer states he knows of a possible source for used file cabinets and will check into this. The goal will be to obtain additional files before Christmas. Motion by Nelson to purchase four 4-drawer file cabinets for the file room. Second by Merdan. All in favor. Motion carried.
4. **Girl Scouts Hall use:** Girl Scout Troops who use the hall have been contacted to reapply for use of the building for meetings. The one application that has been received was to reserve all Sundays even though they will most likely not meet on all Sundays reserved. Discussion took place, and Supervisors felt that reservation dates need to be more specific since the Town needs a concise use schedule for maintenance reasons, as well as housekeeping staff. Also November 6th is not available due to the need to set up the fall election. Motion by Nelson to authorize the Girl Scouts to use the Hall for meetings but it must be set up with a specific schedule for use. Second by Merdan. All in favor. Motion carried.
5. **BEACON land portal fees:** This service has had a slight increase in costs. Motion by Nelson to authorize continued used of this service. Second by Merdan. All in favor. Motion carried.
6. **Alternative polling place:** Stearns County requests that Townships establish an alternative polling location in case the regular polling place becomes unavailable for some reason. The maintenance building was decided upon as an appropriate alternative polling place. Motion by Merdan to set the maintenance building as an alternative polling location. Second by Nelson. All in favor. Motion carried.

Other/Old Business: none

- 1. **Election update:** Absentee ballots can be requested at mnvotes.org. Voters no longer need a viable excuse to vote through the absentee process. We will have 5 separate ballots for the November election.

Recurring Reports:

- 1. **911 signs;** Installed #19334 for Vincent Mohs. Derrick Kleman at 14324 355th Street, requests a sign. No action will be taken until payment is received.
- 2. **Certificates of Real Estate Value:** Thomas Pierskalla Rev Trust (\$500), Eric Heeck Living Trust (\$500), Carolyn Wiersema (\$218,000), Wade Rodenwald (\$500).
- 3. **Construction Site Permits from County:** James Schmitz (48’ X 56’ residential accessory structure), Susan Ramler Rev Trust (160’ X 54’ accessory structure), Mark Janorschke 32791 Spunk Tree Circle (46’ X 51’ home with garage and 9’ X 44’ deck), Mark Konz 15586 360th St. (12’ X 14’ 3-season porch), Ed Ritter 34678 Tower Rd (21’ diameter grain bin)
- 4. **Driveway on Red Oak Circle:** Steven Luitjens property on Red Oak Circle. No permit necessary since driveway was not altered beyond grading and heavy use which has caused it to look different.
- 5. **County feedlot permits:** None
- 6. **Home-extended business permits:** None
- 7. **Special Assessments Searches:** Gerald Hansen (currently Steven Luitjens property) - Red Oak Circle, Derrick Kleman at 14324 355th Street (Previous address - 15594 Parkwood Circle)

Announcements & Brief Reports:

- 1. Item. Minnesota Fall Maintenance EXPO – Oct 5-6. Attention - Koopmeiners.
- 2. Stearns County has chosen to opt-out of the newly adopted laws defining and regulating county permitting and zoning processes including new rules for the placement of Temporary Family Health Care Dwellings on residential property. (Senate File 2555 and House File 2497). The county has chosen to regulate this area through already established county zoning in place. (Opt-out Statute # 394.307). No Township action taken.
- 3. Aquatic Invasive Species Workshop – Oct 11, 6:30 PM. at the ROCORI District Education Facility in Cold Spring. Motion by Merdan to have Nelson attend if desired. Second by Bresnahan. All in favor. Motion carried.
- 4. Randall Arendt’s book: *Rural By Design* is available for purchase. Bresnahan felt it may be beneficial to purchase a copy in the future.

Adjournment: Merdan moved to adjourn the meeting at 9:18 PM. Nelson second. All in favor. Motion carried.

Announcement of Next Meeting: The next regular meeting will be held on Wednesday, October 5, 2016 at 7:30 PM.

Respectfully submitted,

Marion Gondringer, Deputy Clerk

Supervisor Approval:

Date: _____

Richard Bresnahan

Roger Nelson

John Merdan