

Minutes of the Meeting of the Avon Township Board of Supervisors

August 13, 2025

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

Call to Order: Chad Klocker, called the meeting of the Avon Township Supervisors to order at 7:00 P.M. in the Main Chamber of the Avon Township Hall. This meeting, like other Town meetings, was also available virtually via Zoom at <https://us02web.zoom.us/j/8325486945>, Passcode: AvonTown.

Pledge: The Pledge of Allegiance was recited.

Roll Call: Present – Craig Blonigen, Marion Gondringer (*Acting Clerk*), Chad Klocker, Kelly Martini, and Bryan Rassier (*late arrival*). Absent: Stephen Saupe. There was a quorum. Also present – Paul Buttweiler, Casey Jansky, and Andrew Wensmann.

Approval of Agenda: Blonigen moved to approve the agenda as presented. Klocker second. Both in favor. Motion carried.

Minutes: Blonigen moved to approve the minutes from the July 2, 2025 meeting as presented. Klocker second. Both in favor. Motion carried.

Public Hearings: none.

Public Comments: There were no public comments.

Planning Commission (PC) Report – *presented by Andrew Wensmann, PC Chair.*

1. **Kevin Angulski – Certificate of Compliance** – Mr. Keven Angulski, 19467 St. Anna Drive, requested a Certificate of Compliance for a subdivision of his property into a 2-acre parcel with the existing home site and an 18-acre parcel. The PC recommended approval by a 3 to 1 vote. Klocker moved to approve a Certificate of Compliance for Kevin Angulski, 19467 St. Anna Drive, Avon. Blonigen second. Both in favor. Motion carried.
2. **Deb Angulski – Plat** – Ms. Deb Angulski (19263 St. Anna Drive, Avon; 03.00798.0000) requested approval of a preliminary plat for Angulski Addition. She proposes splitting her 31.8-acre parcel into a 3.2-acre parcel with the existing residence and the remainder of the property, which she plans to sell to her neighbor. The PC recommended approval by a three to one vote. Blonigen moved to approved the preliminary plat, Angulski Addition. Second by Klocker. Both in favor. Motion carried.
3. **Thell Certificate of Compliance** – Pamela & Daniel Thell, 18446 Co Rd 9, appeared at the PC meeting to request approval of a Certificate of Compliance to attach approximately 4 acres they will purchase from their neighbors to their property. The PC unanimously recommended approval. Motion by Blonigen to approve. Second by Klocker. Both in favor. Motion carried.
4. **Town Hall Use** – the PC discussed the current use policy and recommends that use of the Hall be allowed by township civic organizations, no alcohol, and with a nominal fee that could be waived on a case-by-case basis. Blonigen moved to approve use of the Hall by civic organizations. Klocker second. Both in favor. Motion carried. The PC was authorized to develop specific guidelines regarding a damage deposit, fees and use.
5. **Assorted** – the PC also discussed an assortment of topics, including updating the Road Plan and renewal of the Orderly Annexation Agreement.

Blonigen moved to approve the PC report. Klocker second. Both in favor. Motion carried. (*Rassier arrived shortly after this vote.*)

Treasurer's Report: The Treasurer provided the Cash Control statement from July 1, 2025 to July 31, 2025 (*appended below*) and read the Treasurer's report. Rassier moved to approve the Treasurer's report and Cash Control Statement. Blonigen second. All in favor. Motion carried.

For the Period : **7/1/2025 To 7/31/2025**

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$268,390.20	\$20,887.99	\$9,824.68	\$279,453.51
Road and Bridge	\$570,369.50	\$62,133.05	\$21,663.66	\$610,838.89
Demolition Escrow - Maciejewski	\$0.00	\$0.00	\$0.00	\$0.00
Novel Solar Decommissioning Escro	\$0.00	\$0.00	\$0.00	\$0.00
Novel Vegetation Plan Escro	\$0.00	\$0.00	\$0.00	\$0.00
Road Damage Deposit	\$2,500.00	\$0.00	\$0.00	\$2,500.00
Fire Fund	\$21,786.50	\$24,698.18	\$0.00	\$46,484.68
General Capital Projects	\$3,105.33	\$822.63	\$0.00	\$3,927.96
ARPA Fund	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$866,151.53	\$108,541.85	\$31,488.34	\$943,205.04

Claims, Receipts & Payroll: The claims (4881-4900) totaled \$401,679.00. The disbursements (**Appendix 1**) and receipts (**Appendix 2**) registers are appended. The payroll approved by the Supervisors was \$2,940.90. The Stearns County settlement was received. Check 11501 was voided because another invoice was received from the same vendor, so the payments were combined. Check 11482 to Klocker was voided.

An invoice from MP Asphalt for crack-filling was recently received by email. Only cracks that were wide enough were filled. Some of the project is complete. Klocker moved to pay invoice for MP Asphalt for \$1250 for the infrared patching on 185th Avenue that is complete. Rassier second. All in favor. Motion carried.

Blonigen moved to accept the claims, receipts and payroll. Rassier second. All in favor. Motion carried.

Town Hall Report: Insulation in the shop has been completed. This should save money during heating season. Metal from the shop has been recycled. The pole saw has been repaired. Blonigen moved to accept the Town Hall report. Rassier second. All in favor. Motion carried.

Road Report:

1. **Queens Road** – Engineer Jeremy Mathiasen appeared at the meeting. Payment to Knife River has been processed. A few bump outs and areas damaged by motorists need to be addressed. Knife River can handle it, but it might look patchy. A few smaller spots especially on the road edge may need to be fixed. Knife River can fix. No road correction was needed. There was some discussion about granite shouldering and seeding. There is one area with limited shoulders – a “Soft Shoulder” or other sign could be installed. Jansky commented that reclaimed asphalt would be his preferred shouldering material. Jansky replaced the missing post and delineator on the NW corner of the bridge culvert.

2. **Chipper sale / purchase** – this is still being discussed. A sale price is being researched. The current truck and chipper will be sold to pay for a new pickup truck.
3. **Roadway Specs** – Engineer Mathiasen has examined and will email his comments to the Clerk for updating.
4. **Winter Readiness** – There is a decent amount of salt sand remaining in the shed. Any new salt sand will be mixed with the existing. Klocker has contacted Huls which he said would be a good resource for salt sand. None will be ordered now because Klocker said that Huls can provide it during the winter as needed. Klocker will follow up to confirm this. There is a problem with the new plow not starting. Jansky worked on it and hopefully it is now okay.
5. **Peach Drive** – A complaint about grading was received. The road has been inspected and is felt to be in good shape. The area north of the Wobegon Trail could use grading in the fall before winter as there are some potholes. There is no plan or interest by the Supervisors to pave this road. Buttweiler has a three-point box blade that Jansky can try on the graveled roads to see if we should consider purchasing one.
6. **370th Road Washout** – repair completed.
7. **1st St. SE** – There was an inquiry from the City to repair the Township portion. The Supervisors are not interested in fixing this road at this time. Xcel may put a substation in the corner lot.
8. **Char Avenue** – There was an inquiry from the City for assistance with repair. The City wants to upgrade and will probably be coming to ask for our help. The east side of road is Township.
9. **Blattner Pond** – Blonigan inspected and talked with the owner. There have been no further complaints; no action is needed.
10. **LRIP** – there will be a grant solicitation in the Fall. Klocker recommends requesting funds to finishing Queens Road in 2026. St. Anna Drive also needs milling and overlay. Blonigen will talk to Will Huston to see if he can assist in filling out the grant application.
11. **Culvert Mapping project** – Jansky is working on this project. Blonigen suggested asking residents to call and point out where culverts are on the roads near their properties. Asking for feedback from residents could go into a newsletter or a mailing.
12. **Mower** – A new mower that would be more appropriate for ditches will be looked at in the spring. Jansky will explore renting a brush cutter for the front of the skid loader. Blonigen will look into a brush hog.
13. **911 Signs** – Jansky fixed a couple of signs that were bent. The Supervisors agreed that the Township would replace any damaged signs.
14. **Pelican Lake Road** – the culvert project is complete.
15. **185th Avenue** – ditch slope issue discussed. Some areas need mowing and spraying.
16. **365th Road** – gravel was added; project completed.
17. **Sara Lane** – project completed.
18. **Riley Court** – Patch is complete. Jansky will finish shoulders.

19. **360th Street** – Hanson completed patch. Road still needs ditch brushing.
20. **White Pickup 2006** – update (brakes, etc.) Brakes not done yet. Discussed getting rid of crane; it's heavy, doesn't work for pulling posts etc, so Jansky does not use it. Klocker thinks the truck is in fairly good shape as far as rust, and another winter may make it worse. Could try selling it with a reserve amount and see if it sells. It is estimated that the truck, crane, plow could bring \$10K, but \$8K is more likely. It would be ideal to find another truck (preferably newish F250 or 350, aluminum frame, fueled with gas) for approximately \$20K.
21. **Crack-filling** – will be completed by the end of next week.
22. **MAT petition against heavier truck weights** – Klocker supports this. Anyone who wants can sign.
23. **Assorted** – Brushing has been completed on 185th. Klocker suggested holding a fall road inspection. The Town will wait until spring before doing anything additional on 165th.

Business:

1. **Orderly Annexation Agreement (OAA)** – The Joint Planning Board has recommended approval of a slightly revised OAA. The Supervisors will examine at the next meeting.
2. **Anti-Virus Software** – is expired on all Township computers. Blonigen recommends holding off until a decision on the website is made.
3. **Updated Inventory & CLC Liability** – no changes needed.
4. **Flag** – Jansky is responsible for lowering/raising as necessary.

Other Business: none

Reports:

Announcements:

1. **Signs** (incl. 911) – none required.
2. **Construction Site Permits** were issued to Maleska (15077 Co Rd 52; 32 x 62 house) and Girodat (33576 Shorewood Dr.; 10x34 deck).
3. **Special Assessment Searches** were done for Cox (PID's: 03.00818.0003 & 03.01363.0000) and Thul (33027 Co Rd 50).
4. **Feedlot permits** – none
5. **County Hearings/Meeting** – none pertinent
6. **Fire Department** (June 2025 calls) – **City:** Medical 8, Fire/Other 3; **Town:** Medical 4, Fire/Other 1; **Collegeville:** Medical 4, Fire/Other 0; **St. Wendel:** Medical 0, Fire/Other 0; **I-94:** 4.
7. The MAT Conference will be held Dec 11-13, at the St. Cloud Civic Center. Martini plans to attend this, and most of the MAT meetings in her role on the Officers Association.
8. The MAT District 5 Meeting will be held August 14 in Willmer.
9. The MAT Legislative & Research Committee Meeting is scheduled for Sept 12 in Mankato.
10. Xcel will install a new meter at Town Hall.
11. A notice was received regarding a potential safety hazard involving the parking brake of the tractor; it may not engage properly when activated. Use caution. A fix is being planned.

12. A call was received regarding a blocked culvert at 37473 Co Rd 9. The homeowner was advised to contact Stearns County.
13. A house at 36549 Pelican Lake Road was being rented out on a short-term basis. Stearns County sent a notice to the owner to immediately cease because the property was too small (minimum 26,400 sq ft) and had not received zoning approval and a lodging license.
14. Mississippi River-Sartell Watershed Collaborative kick-off event was July 30th. No one from the Town Board attended.

Old Business: Culvert mapping; 135th Avenue project with St. Wendel; Windows; Case to display old documents; Window treatments; Exterior sign for the Hall; hiring HR / payroll company; salt shed overhang/awning; culvert - Pelican Lake Road; CDL License changes; Employee *Handbook*, concrete sealing; *Employee Handbook* including earned sick time etc.; Pipeline Agreement.

Signatures / Documents / Treasurer: Documents were signed as necessary.

Announcement of Next Regular Supervisor Meeting: September 3; 7:00 PM.

Other Upcoming Meetings/Events: (*available on Zoom at the URL above*):

- a) MAT District 5 Meeting – August 14; Wilmar
- b) Planning Commission – August 27, 2025; 7:00 PM
- c) MAT Legislative & Research Committee – Sept 12, Mankato

Adjournment. Blonigen moved to adjourn the meeting at about 8:40 PM. Rassier second. All in favor. Motion carried. Meeting adjourned.

Respectfully submitted,
Stephen G. Saupe, Clerk

date: August 22, 2025

Supervisor Signatures:

date: _____

Craig Blonigen

Chad Klocker

Bryan Rassier

Appendix 1. Disbursement Register

Avon Township

Disbursements Register

8/12/2025

Fund Name: All Funds

Date Range: 07/01/2025 To 07/31/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
07/02/2025	Payroll Period Ending 06/30/2025	11460	July 2 Payperiod	N	Council/Town Board	100-41110-103-	\$ 131.02
	Total For Check	11460					\$ 131.02
07/02/2025	Payroll Period Ending 06/30/2025	11461	July 2 Payperiod	N	Treasurer	100-41510-103-	\$ 69.26
	Total For Check	11461					\$ 69.26
07/02/2025	Payroll Period Ending 06/30/2025	11462	July 2 Payperiod	N	Ice and Snow Removal	201-43125-103-	\$ 780.36
	Total For Check	11462					\$ 780.36
07/02/2025	Payroll Period Ending 06/30/2025	11463	July 2 Payperiod	N	Treasurer	100-41510-103-	\$ 358.13
	Total For Check	11463					\$ 358.13
07/02/2025	Payroll Period Ending 06/30/2025	11464	July 2 Payperiod	N	Clerk	100-41425-103-	\$ 393.07
	Total For Check	11464					\$ 393.07
07/02/2025	Payroll Period Ending 06/30/2025	11465	July 2 Payperiod	N	General Government Buildings and Plant	201-41940-103-	\$ 487.60
	Total For Check	11465					\$ 487.60
07/02/2025	Payroll Period Ending 06/30/2025	11466	July 2 Payperiod	N	Council/Town Board	100-41110-103-	\$ 69.26
	Total For Check	11466					\$ 69.26
07/02/2025	Payroll Period Ending 06/30/2025	11467	July 2 Payperiod	N	Council/Town Board	100-41110-103-	\$ 138.52
	Total For Check	11467					\$ 138.52
07/03/2025	Casey Jansky	11468	Diesel fuel, rags, spray paint, brake cleaner	N	General Government Buildings and Plant	201-41940-223-	\$ 65.56
	Total For Check	11468					\$ 65.56
07/03/2025	Albany Mutual Telephone	11469	Internet	N	Clerk	100-41425-325-	\$ 59.55
	Total For Check	11469					\$ 59.55
07/03/2025	MATIT	11470	Inv# 12039 CLC Policy # J0329CLC25	N	Insurance (LMCIT, MATIT, workers comp, etc)	100-41970-360-	\$ 6,415.00
	Total For Check	11470					\$ 6,415.00
07/03/2025	RINKE NOONAN	11471	Inv # 395558	N	Legal Services	100-41601-304-	\$ 1,439.50
	Total For Check	11471					\$ 1,439.50

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Fund Name: All Funds

Date Range: 07/01/2025 To 07/31/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
07/03/2025	Belgrade Coop	11472	Inv # 14980 Annual Tank Rent	N	General Government Buildings and Plant	100-41940-310-	\$ 21.51
		Total For Check	11472				\$ 21.51
07/03/2025	STAR PUBLICATIONS, LLC	11473	Inv #233480	N	Council/Town Board	100-41110-351-	\$ 37.60
		Total For Check	11473				\$ 37.60
07/03/2025	LANGE TRENCHING, INC	11474	Fixing Roads	N	Paved Streets	201-43121-300-	\$ 2,700.00
		11474				201-43121-300-	\$ 3,200.00
		11474				201-43121-300-	\$ 11,880.00
		11474			Unpaved Streets	201-43122-300-	\$ 660.00
		Total For Check	11474				\$ 18,440.00
07/03/2025	MELROSE IMPLEMENT INC	11475	Inv# 393957,394232, 394394	N	Road and Bridge Equipment	201-43126-403-	\$ 277.16
		11475				201-43126-403-	\$ 451.11
		11475				201-43126-403-	\$ 451.11
		Total For Check	11475				\$ 1,179.38
07/03/2025	POWERHOUSE OUTDOOR EQUIPMENT, INC.	11476	Inv #733391	N	General Government Buildings and Plant	201-41940-228-	\$ 14.33
		Total For Check	11476				\$ 14.33
07/03/2025	THE STORE	11477	FUEL FOR TRUCKS	N	Road and Bridge Equipment	201-43126-212-	\$ 559.91
		Total For Check	11477				\$ 559.91
07/03/2025	MAC's HARDWARE	11478	Inv# 951381/F	N	General Government Buildings and Plant	100-41940-228-	\$ 99.14
		Total For Check	11478				\$ 99.14
07/03/2025	PERA	WD070220251	DCP & Coordinated Plans	N	Council/Town Board	100-41110-103-	\$ 15.00
		WD070220251			Clerk	100-41425-103-	\$ 45.00
		WD070220251			Treasurer	100-41510-103-	\$ 41.00
		Total For Check	WD070220251				\$ 101.00
07/03/2025	INTERNAL REVENUE SERVICE	WD070220252	June taxes	N	Council/Town Board	100-41110-121-	\$ 65.10
		WD070220252				100-41110-122-	\$ 15.26
		WD070220252				100-41110-171-	\$ 40.00
		WD070220252			Clerk	100-41425-121-	\$ 115.94
		WD070220252				100-41425-122-	\$ 27.12
		WD070220252			Treasurer	100-41510-121-	\$ 69.44
		WD070220252				100-41510-122-	\$ 16.24
		WD070220252			Ice and Snow Removal	201-43125-121-	\$ 110.68
		WD070220252				201-43125-122-	\$ 25.84

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Fund Name: All Funds

Date Range: 07/01/2025 To 07/31/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		Total For Check	WD070220252				\$ 485.62
07/03/2025	XCEL ENERGY	WD070220253	electric bill	N	General Government Buildings and Plant	100-41940-380-	\$ 113.02
		Total For Check	WD070220253				\$ 113.02
07/03/2025	AMERICAN HERITAGE	WD070220254	Overdraft charge	N	Other Financing Uses	100-49301-300-	\$ 30.00
		Total For Check	WD070220254				\$ 30.00
		Total For Selected Checks					\$ 31,488.34

Appendix 2. Receipts Register

Avon Township

Receipts Register

8/12/2025

Fund Name: All Funds

Date Range: 07/01/2025 To 07/31/2025

Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
07/03/2025	Stearns County	1966	1st half 30% settlement	(07/03/2025) -	N	Current Ad Valorem Taxes	100-31010-	\$ 18,510.68
						Mobile Home Tax	100-31030-	\$ 5.25
						Solar Power	100-33450-	\$ 354.99
						Interest Earning	100-36210-	\$ 20.30
						Interest Earning	100-36210-	\$ 60.09
						Current Ad Valorem Taxes	201-31010-	\$ 62,116.70
						Mobile Home Tax	201-31030-	\$ 16.35
						Current Ad Valorem Taxes	226-31010-	\$ 24,693.25
						Mobile Home Tax	226-31030-	\$ 4.93
						Current Ad Valorem Taxes	401-31010-	\$ 822.41
						Mobile Home Tax	401-31030-	\$ 0.22
								<u>\$ 106,605.17</u>
07/10/2025	MN State	1967	Court Fines	(07/10/2025) -	N	Court Fines	100-35101-	\$ 179.98
								<u>\$ 179.98</u>
07/14/2025	Midcontinent	1968	Cable fee	(07/14/2025) -	N	Royalties	100-36220-	\$ 282.63
								<u>\$ 282.63</u>
07/18/2025	MN State	1969	State Aid	(07/18/2025) -	N	Local Government Aid	100-33401-	\$ 771.50
								<u>\$ 771.50</u>
07/31/2025	Stearns Co Abstract	1959	Special Assessment Search ck#21928 - Sowada	(07/31/2025) -	N	Assessment Searches	100-34107-	\$ 25.00
								<u>\$ 25.00</u>
07/31/2025	Home Town Title	1960	Special Assessment ck# 1008674 - Cox	(07/31/2025) -	N	Assessment Searches	100-34107-	\$ 25.00
								<u>\$ 25.00</u>
07/31/2025	Home Town Title	1961	Special Assessment ck# 1008700 - Cox	(07/31/2025) -	N	Assessment Searches	100-34107-	\$ 25.00
								<u>\$ 25.00</u>
07/31/2025	Kevin Angulski	1962	Cert. of Compliance - cash	(07/31/2025) -	N	Certificate of Compliance	100-32111-	\$ 25.00
								<u>\$ 25.00</u>

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Fund Name: All Funds

Date Range: 07/01/2025 To 07/31/2025

Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
07/31/2025	Daniel & Pamela Thell	1963	Cert. of Compliance ck# 1150	(07/31/2025) -	N	Certificate of Compliance	100-32111-	\$ 25.00
								<u>\$ 25.00</u>
07/31/2025	Magnifi	1964	MMR Interest	(07/31/2025) -	N	Interest Earning	100-36210-	\$ 25.14
								<u>\$ 25.14</u>
07/31/2025	American Heritage	1965	MMR Interest	(07/31/2025) -	N	Interest Earning	100-36210-	\$ 552.43
								<u>\$ 552.43</u>
Total for Selected Receipts								<u><u>\$ 108,541.85</u></u>