

Minutes of the Meeting of the Avon Township Board of Supervisors

October 1, 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, Chad Klocker, Kelly Martini, Bryan Rassier, and Stephen Saupe. There was a quorum. Also present – Marion Gondringer, Casey Jansky, and Andrew Wensmann. Several students from Albany High School, who were assigned to observe the meeting, were welcomed.

Approval of Agenda: Added to the agenda was a request from Rosemary Anderson to plow her driveway as per agreement and to move earlier in the meeting a plat signing for Angulski. Blonigen moved to approve the agenda as amended. Klocker second. All in favor. Motion carried.

Minutes: Rassier moved to approve the minutes from the September 3, 2025 meeting as presented. Klocker second. All in favor. Motion carried.

Public Hearings: none scheduled

Public Comments: There were no public comments.

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

1. **Angulski Land Split** – Kevin Angulski attended the PC meeting seeking advice regarding a new plan for a land split. He hasn't yet submitted to the County the Administrative Subdivision that was approved by the Supervisors at the August meeting because of the potential tax implications. Mr. Angulski now proposes splitting his property (19467 St. Anna Drive; PID 03.00798.0003) into a 2-acre parcel with the existing house, and two additional parcels (10 & 8 acres). The PC told Mr. Angulski that it would be most likely to recommend splitting this property into two parcels (10 and 8 acres). Mr. Angulski attended tonight's meeting to ask the Supervisors to consider his new plan. The Supervisors told Mr. Angulski that they did not support splitting a 20-acre parcel into three separate parcels.
2. **At Homes Rentals, LLC. Access Permit** – The PC discussed whether the Town should respond to a variance hearing by the County Board of Adjustment for At Homes Rentals to allow an existing garage to be 8.5 feet from a side yard. The PC takes no exception to the request. The Supervisors similarly agreed that no response by the Township is necessary.
3. **Orderly Annexation Agreement** – The City is uncomfortable with section 10.H(2) regarding construction within 500 feet of a feedlot. The City is concerned that it might restrict development in some areas that could potentially be annexed. They propose reducing the distance or removing this section. The PC generally agreed that this is a good feature to include the agreement and recommended to the Supervisors to send a representative to the next City Council meeting to discuss and clarify the situation and allow for an extension of the existing agreement if necessary to allow for approval of a new agreement. The Supervisors authorized Klocker and LeRoy Gondringer to attend the upcoming Avon City Council meeting as the Town representatives to discuss this situation and report back.

4. **Town Hall Use** – The PC discussed logistics of Town Hall usage by residents. The recommendation is that the Clerk serves as the contact person to open/close the Hall and provide an orientation for users. The contact person would be paid mileage and time. The Supervisors support this recommendation.
5. **Polling Place Accessibility Grant** – The PC discussed ideas for a potential grant proposal which include additional signage.
6. **Road Plan** – the PC tabled a discussion of the Road Plan until the next meeting. The PC also discussed the Queens Road grant and thought it might be even better to request funds for a different road. Blonigen said that the process to apply for an LRIP grant for Queens is already in progress so this would be the best option since we are committed to it. Blonigen reported that Will Huston will help with writing the grant and that it has received support from the County. In addition, Blonigen said that the County engineer thought the project would cost as much as \$750K and that the awards should be announced early enough to complete the project next summer.
7. **Gondringer Access Permit** – The PC recommends approval of an Access Permit for James & Joan Gondringer, 35538 Tower Road, Albany, for a new access to their field on 360th Street. The PC recommends approval because it is in a logical place and allows for good line of sight. It will require a culvert. Blonigen moved to approve an access permit for James & Joan Gondringer. Rassier second. All in favor. Motion carried.

Rassier moved to approve the PC report. Blonigen second. All in favor. Motion carried.

Treasurer's Report: The Treasurer provided the Cash Control statement from September 1, 2025 to September 30, 2025 (*appended below*) and read the Treasurer's report. Martini suggested moving the Supervisor meeting to the second Wednesday of the month, which would allow time for more items to clear the bank at the beginning of the month. The Clerk will look into what would be necessary to make this potential change. Martini said that PERA was voided from last month, but paid this month. Blonigen inquired whether a separate monetary reserve account should be established. Martini said it wasn't necessary since the General Capital Reserve Fund can be used for any item.

Blonigen moved to accept the Cash Control Statement and Treasurer's Report. Rassier second. All in favor. Motion carried.

For the Period : 9/1/2025 To 9/30/2025

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$269,474.11	\$884.23	\$2,321.95	\$268,036.39
Road and Bridge	\$208,033.00	\$0.00	\$21,896.08	\$186,136.92
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	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Fire Fund	\$46,484.68	\$0.00	\$0.00	\$46,484.68
General Capital Projects	\$3,927.96	\$0.00	\$0.00	\$3,927.96
ARPA Fund	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$530,919.75	\$884.23	\$24,218.03	\$507,585.95

Claims, Receipts & Payroll: The claims (4912-4926) totaled \$3,928.88. The disbursements (**Appendix 1**) and receipts (**Appendix 2**) registers are appended. The payroll approved by the Supervisors was \$2,610.89.

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

Town Hall Report: The Avon Hills Lions Club volunteered to do work at the Town Hall as a thank you for using the space. It was suggested that they could wash the windows. The Supervisors were grateful to the Lion's and supported this idea. There is no hand soap in the men's rest room; Klocker will get some.

Road Report:

1. **Winter** – Klocker reported we are ready. Dylan will soon DOT trucks.
2. **Queens Road** – discussed during the PC Report.
3. **Road Inspection** – The Supervisors agreed to inspect the roads on October 11, beginning at 8 AM. The Clerk will publish and post.
4. **Road Mileage** – the Road Mileage Certification form from the County was approved by the Supervisors. Klocker signed the form and the Clerk will return to the County.
5. **Assorted** – Klocker reported that the new access on 145th Avenue Access is in progress; he will inspect when complete. Klocker also reported that hydraulic fluid was spilled at the intersection of Co Rd 9 and Two Rivers Road. The road is slippery but the responsible resident will clean it up. Jansky reported that a culvert is sinking on 365th. It will need to be repaired to avoid problems with plowing. Black dirt for re-sloping the road right-of-way (ROW) was delivered to Schmainda. Lange's damaged 360th when doing some work; Klocker will follow up. A fence on Tower Road, which is illegally in the road ROW, was accidentally damaged by mowing. 355th Street, which is one of the most heavily trafficked road in the Township, will need to be resurfaced. We'd likely need to work with St. Wendel. Klocker inquired if traffic counts were available for Town roads. An electronic counter may be available from the County.

Business:

1. **Anderson Driveway** – Rosemary Anderson appeared to request that her driveway be plowed as per agreement (*she must appear at a Supervisor meeting annually*) when she sold the land for the Town Hall to the Township. Klocker moved to plow the Anderson driveway as per agreement. Rassier second. All in favor. Motion carried.
2. **Angulski Plat** – Ms. Deb Angulski presented for signing the final plat for Angulski Addition. Blonigen moved to approve the final plat of Angulski Acres on the condition and assumption that there were no changes from the preliminary plat that was presented at a previous meeting. Rassier second. All in favor. Motion carried.

Other Business: none

Reports:

Announcements:

1. **Signs** (incl. 911) – none required.
2. A **Construction Site Permit** was issued to Meemken (14745 325th St.).
3. A **Special Assessment Search** was done for Schmit (36591 Pelican Lake Road).
4. **Feedlot permits** – none
5. **County Hearings/Meeting** – These will be a County Board of Adjustment hearing to consider a variance for At Home Rental on October 9, 2025 at 6 PM.

6. **Fire Department** (August 2025 calls) – **City:** Medical 10, Fire/Other 4; **Town:** Medical 5; Fire/Other 3; **Collegeville:** Medical 4, Fire/Other 0; **St. Wendel:** Medical 0, Fire/Other 0; **I-94:** 1.
7. The Avon Fire Department will host an Open House on October 5th from 4-6:00 PM. Everyone is invited.
8. Xcel sent a notice of a rate increase.
9. The Town levy info was sent to the County.

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: November 5, 2025; 7:00 PM.

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

- a) Fire Department Open House – October 5, 2025; 4-6 PM; Avon Fire Hall
- b) “Fifth” Monday meeting – October 6, 2025; 6:30 PM; Albany Area Schools
- c) Planning Commission Meeting – October 29, 2025; 7 PM
- d) District 742 School Board Election – November 4; 7 AM – 8 PM; Avon Town Hall
- e) MAT Conference – Dec 11-13, St. Cloud Civic Center
- f) Township Day at the Capitol – March 2, 2026

Adjournment. Blonigen moved to adjourn the meeting at 8:15 PM. Rassier second. All in favor. Motion carried. Meeting adjourned.

Respectfully submitted,
Stephen G. Saupe, Clerk

date: October 25, 2025

Supervisor Signatures:

date: _____

Craig Blonigen

Chad Klocker

Bryan Rassier

Appendix 1. Disbursement Register

Avon Township

Disbursements Register

10/1/2025

Fund Name: All Funds

Date Range: 09/01/2025 To 09/30/2025

<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>
09/03/2025	Payroll Period Ending 08/31/2025	11505	September Payperiod	N	Council/Town Board	100-41110-103-	\$ 131.02
	Total For Check	11505					\$ 131.02
09/03/2025	Payroll Period Ending 08/31/2025	11506	September Payperiod	N	Treasurer	100-41510-103-	\$ 69.26
	Total For Check	11506					\$ 69.26
09/03/2025	Payroll Period Ending 08/31/2025	11507	September Payperiod	N	Ice and Snow Removal	201-43125-103-	\$ 720.33
	Total For Check	11507					\$ 720.33
09/03/2025	Payroll Period Ending 08/31/2025	11508	September Payperiod	N	Treasurer	100-41510-103-	\$ 358.13
	Total For Check	11508					\$ 358.13
09/03/2025	Payroll Period Ending 08/31/2025	11509	September Payperiod	N	Council/Town Board	100-41110-103-	\$ 65.51
	Total For Check	11509					\$ 65.51
09/03/2025	Payroll Period Ending 08/31/2025	11511	September Payperiod	N	Council/Town Board	100-41110-103-	\$ 69.26
	Total For Check	11511					\$ 69.26
09/03/2025	Payroll Period Ending 08/31/2025	11512	September Payperiod	N	Clerk	100-41425-103-	\$ 407.93
	Total For Check	11512					\$ 407.93
09/03/2025	KELLY MARTINI	11513	Stamps	N	Treasurer	100-41510-208-	\$ 78.00
	Total For Check	11513					\$ 78.00
09/03/2025	STEVE SAUPE	11514	Postage	N	Clerk	100-41425-208-	\$ 78.00
	Total For Check	11514					\$ 78.00
09/03/2025	Albany Mutual Telephone	11515	Internet	N	Clerk	100-41425-325-	\$ 59.51
	Total For Check	11515					\$ 59.51
09/03/2025	MAC's HARDWARE	11516	Acc # 727340	N	General Government Buildings and Plant	100-41940-228-	\$ 286.82
	Total For Check	11516					\$ 286.82
09/03/2025	POWERHOUSE OUTDOOR EQUIPMENT, INC.	11517	Inv #738604 & #738607	N	General Government Buildings and Plant	201-41940-228-	\$ 100.37
	Total For Check	11517					\$ 100.37

