

# 2019 AVON TOWNSHIP ANNUAL MEETING Minutes

March 12, 2019; 8:30 PM

Avon Town Hall, 16881 Queens Road, Avon; <http://avontownship.org>

**Call to Order:** Supervisor Will Huston called to order the 2019 Annual Meeting of Avon Township at 8:30 PM.

**Pledge** of Allegiance was led by Deputy Clerk Marion Gondringer.

**Introductions:** Township and Planning Commission members were introduced.

**Nomination and Election of Moderator:** Lee Larkey was nominated by LeRoy Gondringer to act as Moderator for this meeting. Second by Paul Buttweiler. All in favor. Motion carried.

**Election Results :** Will Huston was elected Supervisor for a three year term (2019-2022). Kelly Martini was elected Treasurer for a two year term (2019-2021).

**Approval of Agenda:** Motion by Ken Mergen to approve the agenda. Second by Paul Buttweiler. All in favor. Motion carried.

**Minutes of the March 2018 Avon Township Annual Meeting** were read by Deputy Clerk Gondringer. Motion by Sam Linn to accept the 2018 minutes. Second by LeRoy Gondringer. All in favor. Motion carried.

**Summary of the 2019 Board of Audit report** was read by Deputy Clerk Gondringer. Motion by Kelly Martini to approve the Board of Audit Report. Ken Mergen. All in favor. Motion carried.

**Avon Fire Department Report:** Joel Richter, Avon Fire Chief reports - 2018 calls for service: medical: Avon Township – 47 Collegeville 12, Avon city - 49, I-94 - 12. Fire calls: Avon Township 14, Collegeville 8, Avon City 16, I-94 5, Total calls of service: Avon Township 61, Collegeville – 20, Avon City- 65, I=94 – 17. 170 Mutual aid calls, down from 186 last year. Total man hours were at 2353 (without extra trainings and meetings), down from 33 hours from last year. Fundraisers will stay the same. No loans. Future goals: replace main engine, (21 years old), plan for a new fire station. 27 fully trained and licensed fire-fighters and first responders, 4 rookies. Leaf blowers and pagers purchased through a DNR grant. Avon Township support and efforts in keeping brush clear is appreciated. Motion by Eric Linn to approve report. Second by Ken Mergen. All in favor. Motion carried.

**Road Report** - Supervisor Will Huston presented the 2018 Road Report – Avon Township does an annual road inspection each spring. Based on the 2018 inspection we had minimal maintenance this year, most of which was addressed by our maintenance employee. No crack sealing was done. Culverts were replaced and shoulders improved. A Tower Road guard rail was damaged by an accident and will be replaced soon. LRIP Grant was received to rebuild 3 miles of Norway Road to MNdot specifications this summer including one foot wider shoulders and storm water retention. The grant will fund \$734,000 of the \$800,000 cost. MNdot will replace the St. John’s bridge at 135<sup>th</sup> Street this summer. Motion by Kelly Martini to approve Road Report. Second by Mike Linn. All in favor. Motion carried.

**Appropriation of the 2020 budget:** Supervisor Huston: Revenue - \$82,850; (decreased by \$70,000 bond payment which was added to the Road and Bridge Fund), Road & Bridge – \$315,600; Fire Fund - \$70,000; Capital Reserve - \$2,000; Total - \$470,450. (\$46,000 total increase) Cost of road construction has risen considerably and is now roughly \$150,000 per mile. We have 44 miles of roads with about a 20 year lifespan. A 5-10 year plan for road replacement will cost roughly \$300,000 per year. Supervisor Linn affirmed the need for additional funding for roads. Note: \$70,000 building bond payment will be paid off in the 2019 year. General Motion by Paul Buttweiler to accept the 2020 budget. Second by Joe Koopmeiners. All in favor. Motion carried. (Budget attached)

**Note:** In response to a resident question, Huston stated that it is still very cost effective to rent a tractor to mow ditches ourselves. In the month of February roads were plowed 14 times, which at the contracted price paid prior to the Township plowing our own roads, would have cost \$28,000 for this month alone. A resident suggested future increase in the Capital Reserve Fund to plan for equipment replacement.

## **2020 Levy:**

- a. Motion by Sam Linn to approve General Revenue Levy at \$82,850. Second by Paul Buttweiler. All in favor. Motion carried.
- b. Motion by Don Winkels to approve Road & Bridge Levy at \$315,600. Second by Marie Koopmeiners. All in favor. Motion carried.
- c. Motion by Ken Mergen to approve Fire Fund Levy at \$70,000. Second by Mike Linn. All in favor. Motion carried.
- d. Motion by Ken Mergen to approve Capital Reserve Levy at \$2,000. Second by LeRoy Gondringer. All in favor. Motion carried.

e. Motion by Joe Koopmeiners to approve Total Levy at \$470,450. Second by Don Winkels. All in favor. Motion carried.

**Planning Commission Report:** Ken Mergen, Planning Commission Chair welcomed Sheldon Tschida as a Planning Commission member. The Township retains control of Conditional Use Permitting. A couple meetings were postponed due to holidays, and weather restrictions. Bike race was cancelled this year so the trial period will happen this year. Races are asked to provide more safety to residents. DNR will stock walleye in lakes on even years. Jeff Lange sold gravel pit to CoPart. The Rausch gravel pit was closed and restored. The Getken solar panel project is beginning. Buckthorn has been found along township roads. Residents will be asked to remove if possible and township will follow up. Motion by Paul Buttweiler to approve Planning Commission report. Second by Sam Linn. All in favor. Motion carried.

**Joint Powers Board Report:** Ken Mergen. Blattner warehouse built south of town will stay in the Township. Avon city is still challenged by water drainage issue. Avon estates is slowing filing up and the Senior Living building is full. A Dollar Store may be built just north of the school within the Township boundary. LeRoy Gondringer stated that the land is currently zoned agricultural, therefore there are a lot of blanks to fill in yet and explained that the property could be annexed to the city after three years because it is less than three acres. Motion by Mike Linn to approve the Joint Powers Board report. Second by LeRoy Gondringer. All in favor. Motion carried.

**Town Hall Use Policy:** Supervisor Mike Linn. Use policy currently allows boys and girls groups, and non-profit organizations to use the hall. Alcohol, tobacco, candles, fireworks or other fire-generating products, weapons or firearms and gambling are prohibited. Linn pointed out that the policy reflects the fact that it is difficult to regulate how the building may be used if rented out. Ken Mergen stated that originally the most important thing that was considered was that the town hall should not compete with businesses in the area who may lose business if the Township allows personal events to take place. A resident stated that many people have asked if they could host family gatherings here. August Preusser stated that the building is for Township use and should not be used for personal events. After a show of hands vote, motion by Ken Mergen to keep the policy as is. Second by Dean Martini. All in favor. Motion carried.

**Resolution to authorize regulation of pressurized flexible force mains in the road right-of-way:** Supervisor Mike Linn. A 2016 change in legislation restricted a township’s ability to regulate high pressure flexible force main hoses (referred to as manure lines) that are placed in the road right of way. This resolution allows townships to regain the ability to permit and regulate the lines if the need arises, but it must be authorized by voters before the board may do so (MN Statute 160.27 subd 11-14). After discussion, Eric Linn moved to pass the resolution authorizing the Township board to regulate manure lines as per Minnesota Statute #160.27, Subd. 11. Second by LeRoy Gondringer. All in favor. Motion carried. (Resolution attached)

**Legal Posting locations:** Motion by Eric Linn to designate the legal posting places as: *Avon Township Hall, The Store and Dahlin’s*. Second by Ken Mergen. All in favor. Motion carried.

**Legal Newspaper:** Motion by Eric Linn to designate *Albany/Avon Enterprise* as the legal newspaper. Second by Kelly Martini. All in favor. Motion carried.

**Poll hours:** Motion by Eric Linn to set the 2020 as 2:00 to 8:00 PM. Second by Mike Linn. All in favor. Motion carried.

**Annual Meeting:** Motion by Eric Linn to set location and time for the 2020 Annual Meeting as Avon Town Hall, 8:30 PM, 2<sup>nd</sup> Tuesday of March. Second by Ken Mergen. All in favor. Motion carried. Suggestion was made to have the maintenance building open for residents to visit before Annual Meeting.

**Memorials and Awards:** Motion by Eric Linn to set a budget allowance of \$250 for memorials, awards, community celebrations and recognitions. Second by LeRoy Gondringer. All in favor. Motion carried.

**Adjourn:** Motion to adjourn by Eric Linn at 10:15 PM. Second by Ken Mergen. All in favor. Motion carried.

Respectfully submitted,  
Deputy Clerk signature: \_\_\_\_\_

date: \_\_\_\_\_

Moderator signature \_\_\_\_\_  
Lee Larkey, 2019 Moderator

date: \_\_\_\_\_

AVON TOWNSHIP ROAD REPORT  
MARCH 12, 2019

Avon Township does an annual road inspection each spring. Based on the 2018 inspection we had minimal maintenance this year, most of which was addressed by our maintenance employee. No crack sealing was done. Culverts were replaced and shoulders improved. A Tower Road guard rail was damaged by an accident and will be replaced soon. The LRIP Grant was received to rebuild three miles of Norway Road to MNdot specifications this summer. This will include one foot wider shoulders and storm water retention. The grant will fund \$734,000 of the \$800,000 cost. MNdot will replace the St. John's bridge at 135<sup>th</sup> Street this summer.

Respectfully submitted by Will Huston, Supervisor

Avon Township Proposed Budget – Year 2020											
Clerk											
	2018 Actuals		2018 Budget			2019 Budget			2020 Budget		
	Expense	Income	Expense	Income	Levy Amount	Expense	Income	Levy Amount	Expense	Income	Levy Amount
<b>GENERAL</b>											
Payroll - including meeting wages, monthly stipends, PERA, Medicare, IRS, MN Revenue	30,593.23		38,000			34,100			38,000		
Office - printers, furniture, expendable supplies, postage	2,660.53		1,200			1,000			3,000		
Mileage	1,242.63		1,500			1,500			1,500		
Elections - judge stipends, machine maintenance, County admin. fees	5,491.41	6.00	5,000			3,500			5,000		
Financial - County assessments, Truth-in-taxation, safe deposit box, bank fees, consultant fees	17,342.00		14,600			15,500			15,000		
Insurance - MAT Workers Comp, building, vehicles	8,538.47		7,000			13,000			10,000		
Township Administration - MAT Dues, workshops, conferences	2,563.54	202.36	2,500			3,000			3,000		
Legal - Notices	735.75		2,000			1,000			1,000		
Legal - Attorney fees	-		3,000			3,000			3,000		
Utilities - electric, internet, propane, septic	6,933.72		7,500			7,700			7,700		
Utilities - compost site, garbage, sanitation	1,084.45		1,200			1,200			1,200		
Town Hall (Financial) - Facility debt payment, land tax	76,900.00		77,000			75,000			0		
Town Hall (Maintenance) landscaping, cleaning supplies	2,348.39		250			250			1,000		
Town Hall - awards, celebrations, memorials, meetings	208.14		250			250			250		
Miscellaneous			6,000			2,000			0		
Receipts (Permits & Fees) CUP, IUP, Variances, Cert of Compliance, Plat signing, Alcoholic bev license, Driveway, Noise	250.00	2,350.00		2,000			2,000			2,000	
Receipts (Services) - Special assessment searches		625.00		500			500			500	
Receipts - Interest earned		823.92								800	
Receipts: Royalties (i.e., Midcontinent Cable/Solar)		3,735.93		2,500			3,500			3,500	
<b>Total</b>	<b>156,892.26</b>	<b>7,743.21</b>	<b>167,000</b>	<b>5,000</b>	<b>162,000</b>	<b>162,000</b>	<b>6,000</b>	<b>156,000</b>	<b>89,650</b>	<b>6,800</b>	<b>82,850</b>
<b>ROAD &amp; BRIDGE</b>											
Payroll - maintenance employee, plow drivers, including PERA, Medicare, IRS, MN Revenue	50,763.44		48,000			48,000			55,000		
Roads - Reconstruction & improvements	585.00		129,700			129,700			250,000		
Roads - maintenance & repair, crack filling	12,093.00		18,000			18,000			18,000		
Fuel, oil	5,896.76		4,000			4,000			6,500		
Truck maintenance & registrations	5,870.22		14,000			14,000			8,000		
Salt sand	23,367.60		10,000			10,000			13,000		
Shop Materials	632.78		1,200			1,200			1,200		
Mowing - tractor rental, equipment purchase	1,400.00		1,800			1,800			1,800		
Weed control - tree removals, chemicals, spray equipment	990.00		500			500			1,000		
Animal Control	-		100			100			100		
Signs	1,439.94		800			800			1,000		
Receipts (County) - Gas & gravel tax		43,627.33		32,000			32,000			40,000	
<b>Total</b>	<b>103,038.74</b>	<b>43,627.33</b>	<b>228,100</b>	<b>32,000</b>	<b>196,100</b>	<b>228,100</b>	<b>32,000</b>	<b>196,100</b>	<b>355,600</b>	<b>40,000</b>	<b>315,600</b>
<b>FIRE</b>											
Fire protection fees	62,729.00		63,000			70,000					

# TOWNSHIP OF AVON

## VOTERS' RESOLUTION AUTHORIZING TOWNSHIP BOARD TO REGULATE MANURE LINES PER MINN. STAT. § 160.27, SUBD. 11

**WHEREAS**, Minnesota Statute 160.27 allows a property owner or occupant to place a pressurized flexible force main to transport manure for field application, within the right of way under the jurisdiction of a township;

**WHEREAS**, Minnesota Statute 160.27, subd. 11 allows a township's voters to authorize the township Board of Supervisors to regulate the placement of pressurized flexible force mains at a Township Annual Meeting;

**WHEREAS**, the Township possesses, controls, and maintains rights of way containing road and drainage structures for transportation and drainage purposes;

**WHEREAS**, property owners within the Township may own the underlying fee or other real property interest in the land on which the Township's rights of way are situated;

**WHEREAS**, the Township's voters seek to maintain safe and well-regulated rights of way;

**THE VOTERS OF THE TOWNSHIP OF AVON RESOLVE THAT** the Avon Township Board is authorized to regulate the placement of pressurized flexible force mains used to transport manure for field application.

**ADOPTED** this 12<sup>th</sup> day of March, 2019, by the Voters of the Township of Avon, Stearns County, Minnesota.

**THE VOTERS OF THE TOWNSHIP OF \_\_\_\_\_, RESOLVE THAT** the \_\_\_\_\_ Township Board is authorized to regulate the placement of pressurized flexible force mains used to transport manure for field application.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by the Voters of the Township of \_\_\_\_\_.

**TOWNSHIP OF \_\_\_\_\_**  
By: \_\_\_\_\_

Annual Meeting Moderator Attested by: \_\_\_\_\_ *CLERK*