

Avon Township Supervisors Meeting – February 4, 2026

Tentative Agenda Packet

1. Call to order – 7:00 PM; Avon Township Hall, Queens Road, Avon (MN). Also, available via Zoom (*see footnote below*)
2. Pledge of Allegiance
3. Roll Call
4. Approval of agenda
5. Approval of minutes – January 7, 2025
6. Public Hearings – *none scheduled*
7. Public Comments
8. Planning Commission Report
 - a. Frie variance inquiry
 - b. Hunting law change
 - c. Permits in 2025
 - d. Road Plan
 - e. Emergency Listing sign
 - f. Emergency voting plan
9. Treasurer's Report – *Kelly Martini*
 - a. Approval of the Treasurer's Report & Cash Control Statement
 - b. Paid Leave Law – update including employee and township contributions?
 - c. MATIT Workman's Comp audit – completed
 - d. Confirm – MAT dues paid?
 - e.
10. Claims & Payroll – *Kelly Martini*
 - a. Approval of claims, receipts & payroll
 - b. Big Groovy – pay invoice
 - c.
11. Town Hall Report
 - a. Garbage disposal update
 - b.
12. Road Report & Roadwork Update
 - a. Winter Update
 - b.
13. Scheduled Business
 - a. MAT Spring Short Course – March 24, 2026 (St. Cloud Holiday Inn) – Authorize participation
 - b. LBAE meeting schedule – April 13 (OK?)
 - c. Hand sanitizing stations in Hall and entryway – discarded?
 - d. Legal/PID's for updated Ordinance with City of Avon
14. Other Business (*added at meeting*)
 - a.
 - b.
15. Reports
 - a. Fifth Monday – Blonigen
 - b.

Note: The complete agenda is available at www.avontownshipmn.gov. All Town Meetings are available via Zoom at <https://us02web.zoom.us/j/8325486945>. Passcode: AvonTown. The Clerk may record the proceedings of this meeting to ensure accuracy of the minutes. The recording will be deleted upon completion of minutes and will not become public (Resolution 01-03-18).

16. Announcements

- a. **Signs** (incl. 911) – none
- b. **Construction Site Permits** – none
- c. **Special Assessment Searches** – none
- d. **Feedlot permits** – none
- e. **County Hearings/Meeting** – none
- f. **Fire Department** (December 2025 calls) – **City:** Medical 5, Fire/Other 0; **Town:** Medical 4; Fire/Other 1; **Collegeville:** Medical 4, Fire/Other 0; **St. Wendel:** Medical 0, Fire/Other 0; **I-94**, 3.
- g. Inquiry by Magnify Financial regarding for Certificate of Occupancy for new construction (*not done by Town*)
- h. Uline catalog received
- i. LTAP workshop brochure received – chainsaw safety, leadership skills, management, roadway maintenance
- j. Emergency preparedness survey completed for County
- k. Willenbring – tree trimming/removal for hire (ajw8690@gmail.com; 320-290-0450)
- l. Gilk potential rezoning request (see email)
- m. St. Anna Sportsmen's Club raffle – gambling permit signed
- n.

17. Old Business – Culvert mapping project & County app; 135th Avenue project with St. Wendel; Case to display old documents; Window treatments for Town Hall; Exterior sign for the Hall; Hiring HR / payroll company; Salt shed overhang/awning; Employee *Handbook* including earned sick time etc.; Pipeline Agreement; brush cutter rental for 2025; Records to historical society18. Signatures (*as necessary*)

- a.

19. Announcement of next meeting: March 4, 2026 at 7:00 PM

20. Other Upcoming Meetings/Events

- a. Board of Audit Meeting – February 4, 6:00 PM
- b. Township Day at the Capitol – March 2, 2026 (register at <https://bit.ly/TownshipDATC2026>)
- c. Town Hall open to accept absentee ballots – March 7, 2026; 10 AM – 12 PM
- d. Public Accuracy Test – March 7, 2026; 10:15 AM
- e. Town Hall open to accept absentee ballots – March 9, 2026; 1-5 PM
- f. Township election (2-8 PM) & Annual Meeting (8:15 PM) – March 10, 2026
- g. MAT Spring Short Course – March 24, 2026 (St. Cloud)

21. Adjournment

DRAFT Minutes of the Meeting of the Avon Township Board of Supervisors

January 7, 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 (via Zoom). There was a quorum. Also present – Paul Buttweiler, Marion Gondringer (Acting Clerk), Casey Jansky, and Andrew Wensmann.

Approval of Agenda: Topics added to the agenda were: Fire Board meeting, Bardson seminar, Township Day, Orderly Annexation Agreement, Workman's Compensation audit, and website. Rassier moved to approve the agenda as amended. Blonigen second. All in favor. Motion carried.

Minutes: Blonigen moved to approve the minutes from the December 3, 2025 meeting as presented. Rassier 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. **Ritter Certificate of Compliance** – Mr. Don Winkels (32381 Co Rd 156; 03.01470.0305) appeared at the PC meeting to act as the representative for Mr. LeRoy Ritter to request a certificate of compliance to split 55 acres from Mr. Ritter's 108-acre parcel (31912 Co Rd 9; 03.01066.0005) to sell to Mr. Winkels. The PC supports the request. Blonigen moved to approve a certificate of compliance, without conditions, for an administrative subdivision for Mr. LeRoy Ritter to split 55 acres from his 108-acre parcel (31912 Co Rd 9; 03.01066.0005). Rassier second. All in favor. Motion carried.
2. **Road Plan** – The PC is working on updating the "roads plan."
3. **Planning Commission Members** – The terms of Saupe and Yurczyk are expiring. Both said that they would like to be considered for reappointment to another 3-year term. The current policy is that the Supervisors, at their discretion, conduct a performance review of candidates wishing to be reappointed at the March meeting. The Supervisors also decide whether to recruit additional PC candidates. Any new candidates are interviewed at the April meeting. Final appointment of PC members also occurs at the April meeting.
4. **Future Agenda Items** – The PC plans to review and update (including creating checklists of documents required for review) the forms used for various Town permits.
5. **Spot Zoning** – LeRoy Gondringer who attended the PC reported that there have been quite a few requests for rezoning at the County level. The PC agreed that the Township does not want spot zoning.

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

Treasurer's Report: The Treasurer provided the Cash Control statement from December 1, 2025 to December 31, 2025 (*appended below*) and read the Treasurer's report.

Martini transferred \$40K from General Revenue fund to the Capital Reserve fund. She handled it as a disbursement from General Revenue and a receipt applied to the Capital Reserve (see **Appendix 1 & 2**). She said this is done to preserve a paper trail of the transfer and is required by CTAS. One drawback is that at the end of the year it may seem as though we received an extra \$40,000 income and had an additional \$40,000 disbursements. We will need to remember this transfer. Blonigen suggested that next time it would be simpler to pay the invoice directly from the General Revenue fund.

Klocker inquired when the next large settlement is received from the County. Martini suggested April. The Clerk said that he prefers that claims and reimbursement forms should be signed before they are sent to the Treasurer, and didn't think an unsigned claim/reimbursement should receive approval for payment until signed. An unsigned reimbursement submitted by Dillon Hedlund will be paid after Martini has him sign it. Going forward, no claim will be paid unless it is signed prior to the Supervisor's approval.

Avon Township

Cash Control Statement

For the Period : 12/1/2025 To 12/31/2025

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$266,299.23	\$55,462.82	\$42,597.46	\$279,164.59
Road and Bridge	\$177,794.91	\$161,644.90	\$3,779.99	\$335,659.82
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	\$3,500.00	\$500.00	\$1,000.00	\$3,000.00
Fire Fund	\$46,484.68	\$64,312.02	\$0.00	\$110,796.70
General Capital Projects	(\$31,668.04)	\$49,143.83	\$0.00	\$17,475.79
ARPA Fund	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$462,410.78	\$331,063.57	\$47,377.45	\$746,096.90

Claims, Receipts & Payroll: The claims (4958-4977) totaled \$85,335.58 The disbursements (**Appendix 1**) and receipts (**Appendix 2**) registers are appended. The approved payroll was \$5,844.34. Klocker lost one of his checks. Martini attended the MAT conference and learned about the Paid Leave Law. The Supervisors agreed that financial responsibility for the program would be an equal distribution between the employee and the Township. Martini needs to download a CTAS update to include Paid Leave reductions. It will be reflected on the next check for employees. Martini will order additional checks.

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

Town Hall Report: The broken garbage disposal will not be replaced; it will be removed. The parking area is very dark at night. Though the lights on the Shop can be used, the Lions and other groups that might use the Hall need a way to have the parking area lighted. The Supervisors are hesitant to provide a key to the Shop to avoid tools walking off. Blonigen will do some research on a potential electric eye that could turn on the Shop lights. The door

of the Town mailbox was broken necessitating replacing the mailbox. The old one will be discarded.

Road Report:

1. **Plow Accident** – there was no cost from Huls for repair and replacement of the plow blade after the December accident. Thus, there is no need to file an insurance claim.
2. **Towing** – the plows needed to be pulled out of the ditch twice in December– once because the plow was run off the road and the other time because it was slippery. They were towed out by Andy's Towing.
3. **Salt/Sand** – the remaining salt sand is about 3 years old. There are about two truckloads remaining. More can be obtained from Huls. We will mix it ourselves. The Supervisors agreed to try a 50/50 mix. Klocker moved to purchase up to five yards of salt. Blonigen second. All in favor. Motion carried.
4. **Complaints** – The Clerk was told to forward any complaints (*i.e.*, plowing) to Klocker (*or other Supervisor*) but not one of the Township staff. There was an anonymous complaint about plowing on Two Rivers Road. The caller thought that there was a driver vendetta – the Supervisors denied any vendetta and noticed no problem with plowing on this road. A complaint regarding the piling snow in front of driveways on Cardinal Nest was considered. Klocker inspected and noted that it was an insignificant amount remaining as the snow is pushed across the road. A complaint was received regarding piling snow in driveways on Lower Spunk Lane. The drivers pull up the plow blade about four houses from the end, then go the end and plow out to the east so little snow is left by the driveways. Klocker inquired whether the Town had ever considered a turnaround on Lower Spunk Lane. Klocker said that in general we are not winging the snow out at night because it is difficult to see to avoid ripping things up. We then go out the next day to widen it as necessary. There was a complaint from a resident on Koppy Lane that the Town is using too much salt. Anderson's drive will be widened; it may require plowing off the marker stakes which was okay with her. A complaint suggested that Lange's Trenching was plowing areas in the Township. Klocker stated that this is not true; but it's possible that the resident saw Lange's involved with plowing or working on other roads or private driveways. The Supervisors agreed that Peach Drive is one of the best gravel roads in the Town.
5. **Plow Trucks** – St. Wendel is not interested in purchasing our plow. We are still looking for a new plow. Klocker found one in Faribault for \$35,000 that looked good but sold quickly. One problem is that if a good truck is offered for sale it will before Supervisor approval can be received at a meeting. Blonigen moved to allow Klocker to purchase a plow truck for up to \$30,000 (*net, not including a trade-in*) if he finds an acceptable one. Klocker second. All in favor. Motion carried. Klocker recommends a belly blade on both trucks. Our drivers have been switching trucks to use the belly blade on all Town roads. He also thinks that if we have a truck that is enjoyable to drive, we are more likely to recruit drivers willing to plow in the middle of the night.
6. **Roadwork** – Quaker and St. Anna Drive need work.

Blonigen moved to approve the Road Report. Rassier second. All in favor. Motion carried.

Business:

1. **Meetings Schedule** – Rassier moved to approve Resolution 01-07-26-01 outlining the dates of scheduled Town meetings during 2026. Blonigen second. All in favor. Motion carried.

Klocker moved to hold the annual Audit Board meeting on February 4, 2026 at 6 PM at the Town Hall. Blonigen second. All in favor. Motion carried. The Clerk will publish, post and prepare documents.

Rassier moved to set the Organization/Qualification meeting for March 18, 2026 at 7 PM. Klocker second. All in favor. Motion carried.

2. **Elections** – Rassier moved to approve Resolution 01-07-26-02, appointing election judges. Klocker second. All in favor. Motion carried. Blonigen moved to approve Resolution 01-07-26-03, appointing absentee ballot board. Rassier second. All in favor. Motion carried.
3. **Mayor's Conference Survey** – Klocker will examine the survey and may complete it if time and content warrant.
4. **Orderly Annexation Agreement** – The ordinance couldn't be recorded because we didn't have the PID's for the new properties in the annexation area. The City sent a list of PID's and suggested edits for the ordinance that they put together in conjunction with their attorney. Klocker moved to authorize the Clerk to tell the City to proceed with their work on the orderly annexation agreement. Rassier second. All in favor. Motion carried.
5. **Website** – We received our annual invoice from our web/email service provider. The site needs to be updated. The Clerk will contact him our provider to determine if/when it will be done. In the meantime, Blonigen will follow up with local providers for cost/service.

Other Business: *none*

Reports:

1. **MAT Annual Meeting** – Martini mentioned that there was a good training on employment issues. A *Handbook* should be prepared, though it should be carefully written and reviewed by an attorney. She said the Town doesn't have to advertise when hiring a position.

Announcements:

- a) **Signs** (incl. 911) – none
- b) **Construction Site Permits** – none
- c) **Special Assessment Searches** – Scepaniak (18954 County Road 154; Avon, MN 56310-9720)
- d) **Feedlot permits** –
- e) **County Hearings/Meeting** – none
- f) Fire Department (November 2025 calls) – City: Medical 9, Fire/Other 3; Town: Medical 5; Fire/Other 0; Collegeville: Medical 1, Fire/Other 1; **St. Wendel:** Medical 0, Fire/Other 0; **I-94**, 2.
- g) ME Govt & Commercial Expo – January 8th (Rogers, MN)
- h) Gruber Christmas card received
- i) MN LTAP Exchange newsletter received
- j) Holdingford Fire Dept calendar received

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; 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: February 4, 2026; 7:00 PM.

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

- a) Affidavits of Candidacy period – December 30, 2025 – January 13, 2026
- b) Town Hall open to accept affidavits of candidacy – January 13, 2026; 1-5 PM
- c) Fifth Monday – January 20; 6:30 PM
- d) Planning Commission Meeting – January 28, 2026; 7 PM
- e) Township Day at the Capitol – March 2, 2026
- f) Town Hall open to accept absentee ballots – March 7, 2026; 10 AM – 12 PM
- g) Public Accuracy Test – March 7, 2026; 10:15 AM
- h) Town Hall open to accept absentee ballots – March 9, 2026; 1-5 PM
- i) Township election (2-8 PM) & Annual Meeting (8:15 PM) – March 10, 2026

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

Respectfully submitted,
16, 2025
Stephen G. Saupe, Clerk

date: January

Supervisor Signatures:

date: _____

Craig Blonigen

Chad Klocker

Bryan Rassier

Appendix 1. Disbursement Register

Avon Township

Disbursements Register

1/11/2026

Fund Name: All Funds

Date Range: 12/01/2025 To 12/31/2025

<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>
12/03/2025	Payroll Period Ending 11/30/2025	11570	December 3 Payperiod	N	Council/Town Board	100-41110-103-	\$ 131.02
	Total For Check	11570					\$ 131.02
12/03/2025	Payroll Period Ending 11/30/2025	11571	December 3 Payperiod	N	Treasurer	100-41510-103-	\$ 69.26
	Total For Check	11571					\$ 69.26
12/03/2025	Payroll Period Ending 11/30/2025	11572	December 3 Payperiod	N	Clerk	100-41425-103-	\$ 287.59
	Total For Check	11572					\$ 287.59
12/03/2025	Payroll Period Ending 11/30/2025	11573	December 3 Payperiod	N	Ice and Snow Removal	201-43125-103-	\$ 861.16
	Total For Check	11573					\$ 861.16
12/03/2025	Payroll Period Ending 11/30/2025	11574	December 3 Payperiod	N	Treasurer	100-41510-103-	\$ 358.13
	Total For Check	11574					\$ 358.13
12/03/2025	Payroll Period Ending 11/30/2025	11575	December 3 Payperiod	N	Council/Town Board	100-41110-103-	\$ 65.51
	Total For Check	11575					\$ 65.51
12/03/2025	Payroll Period Ending 11/30/2025	11576	December 3 Payperiod	N	Clerk	100-41425-103-	\$ 393.07
	Total For Check	11576					\$ 393.07
12/03/2025	Payroll Period Ending 11/30/2025	11577	December 3 Payperiod	N	Council/Town Board	100-41110-103-	\$ 138.52
	Total For Check	11577					\$ 138.52
12/03/2025	Payroll Period Ending 11/30/2025	11578	December 3 Payperiod	N	Council/Town Board	100-41110-103-	\$ 69.26
	Total For Check	11578					\$ 69.26
12/04/2025	Casey Jansky	11579	shop supplies/truck supplies	N	General Government Buildings and Plant	201-41940-223-	\$ 571.34
	Total For Check	11579					\$ 571.34
12/04/2025	KELLY MARTINI	11580	Stamps	N	Treasurer	100-41510-208-	\$ 78.00
	Total For Check	11580					\$ 78.00
12/04/2025	STAR PUBLICATIONS, LLC	11581	Inv #17497	N	Council/Town Board	100-41110-351-	\$ 37.60
	Total For Check	11581					\$ 37.60
12/04/2025	AVON AUTO REPAIR	11582	06' brake pads,calipers, brake hoses, brake fluid	N	Road and Bridge Equipment	201-43126-300-	\$ 1,026.48

Report Version: 03/31/2015

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Appendix 2. Receipts Register

Avon Township		Receipts Register						1/11/2026
Fund Name: All Funds								
Date Range: 12/01/2025 To 12/31/2025								
Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
12/01/2025	Susan Ball	2012	Special Assessment - Paternell	(12/01/2025) -	N	Assessment Searches	100-34107-	\$ 25.00
								<hr/>
								\$ 25.00
12/01/2025	Stearns County Abstract	2013	Assesment Search	(12/01/2025) -	N	Assessment Searches	100-34107-	\$ 25.00
								<hr/>
								\$ 25.00
12/02/2025	Stearns County	2008	STLMT DEC2025 2ND HALF	(12/02/2025) -	N	Current Ad Valorem Taxes	100-31010-	\$ 48,147.19
						Mobile Home Tax	100-31030-	\$ 29.67
						Interest Earning	100-36210-	\$ 47.99
						Interest Earning	100-36210-	\$ 6.89
						Current Ad Valorem Taxes	201-31010-	\$ 161,467.07
						Mobile Home Tax	201-31030-	\$ 77.83
						Current Ad Valorem Taxes	226-31010-	\$ 64,284.76
						Mobile Home Tax	226-31030-	\$ 27.26
						Current Ad Valorem Taxes	401-31010-	\$ 2,142.63
						Mobile Home Tax	401-31030-	\$ 1.20
								<hr/>
								\$ 276,232.49
12/04/2025	General Revenue	TRF12042025	Transfer from General to Capital	(12/04/2025) -	N	Transfer From General Fund	401-39201-	\$ 40,000.00
								<hr/>
								\$ 40,000.00
12/10/2025	MN State	2009	Court Fines	(12/10/2025) -	N	Township share of fine violations in county	100-35105-	\$ 153.31
								<hr/>
								\$ 153.31
12/15/2025	Midcontinent	2010	Cable fees	(12/15/2025) -	N	Royalties	100-36220-	\$ 234.96
								<hr/>
								\$ 234.96
12/22/2025	Brady Winkels	1999	Access permit / Rd damage deposit	(12/22/2025) -	N	Driveway Permit	201-32101-	\$ 100.00
						ROAD DAMAGE DEPOSIT	225-34311-	\$ 500.00
								<hr/>
								\$ 600.00
12/22/2025	Hometown Title	2000	Assessment Search - Becker	(12/22/2025) -	N	Assessment Searches	100-34107-	\$ 25.00

Fund Name: All Funds

Date Range: 12/01/2025 To 12/31/2025

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
								\$ 25.00
12/22/2025	Hometown Title	2001	Assessment Search	(12/22/2025) -	N	Assessment Searches	100-34107-	\$ 25.00
								\$ 25.00
12/22/2025	Susie Ball	2002	Assessment Search - Hildreth	(12/22/2025) -	N	Assessment Searches	100-34107-	\$ 25.00
								\$ 25.00
12/22/2025	Hometown Title	2003	Assessment Search - Opatz	(12/22/2025) -	N	Assessment Searches	100-34107-	\$ 25.00
								\$ 25.00
12/22/2025	Don Winkels	2004	Certificate of Compliance - Ritter	(12/22/2025) -	N	Certificate of Compliance	100-32111-	\$ 25.00
								\$ 25.00
12/22/2025	City of Avon	2005	Crane/Lift Truck	(12/22/2025) -	N	Sale of Investment	401-39990-	\$ 7,000.00
								\$ 7,000.00
12/26/2025	MN State	2011	MMB ACH Payment	(12/26/2025) -	N	Local Government Aid	100-33401-	\$ 6,228.10
								\$ 6,228.10
12/31/2025	American Heritage	2006	MMR Interest	(12/31/2025) -	N	Interest Earning	100-36210-	\$ 414.50
								\$ 414.50
12/31/2025	Magnifi	2007	MMR Interest	(12/31/2025) -	N	Interest Earning	100-36210-	\$ 25.21
								\$ 25.21
Total for Selected Receipts								\$ 331,063.57

AVON TOWNSHIP EMERGENCY VOTING PLAN

In accordance with Minnesota Statute 204B.181, Avon Township, Stearns County, Minnesota has developed the following Election Emergency Plans:

1. **Emergency Contacts** – in the event of an emergency necessitating moving the polling place, the Clerk – Stephen G. Saupe (320.248.8036; clerk@avontownship.org) – will be the Township representative responsible for making any election emergency decisions. If the Clerk is unavailable, decisions will be made by the Treasurer (Kelly Martini; 320.493.9134; treasurer@avontownship.org), followed by the Chair of the Board of Supervisors (Chad Klocker; 320.249.4631; chad_klocker@avontownship.org).
2. **Who to Contact** – in the event the Township needs to activate election emergency planning, the Township representative (*i.e.*, Clerk) will contact the following individuals (in order) to alert them to the situation: (a) Treasurer; (b) Chair of the Board of Supervisors; (c) Roxanne Gerards (Stearns County, 320.656.3910), or if not available, Laura Laudenschach (Stearns County, 320.656.3902); and (e) Stearns County Sheriff (320.259.3700).
3. **Town Hall Emergency** – if a problem in the Town Hall prevents voting, the alternate location for voting in Avon Township is the Avon Township Maintenance shop, located at 16883 Queens Road, Avon (MN). If both the Town Hall and Maintenance Shop are unavailable, then the polls will be moved to the Church of the Immaculate Conception, 37186 Co Rd 9, Fr. Gregory Mastey, 320.746.2231). Directions to the Church from the Town Hall will be posted at the Town Hall.
4. **Power Failure** – in the event of a power failure during voting in the Town Hall, if time permits, voting will be moved to the Maintenance shop. Alternately, a generator will be used to run the voting machines and lights in the Town Hall. The Chair of the Board of Supervisors will set up the generator.
5. **Inclement Weather** – if there is a snow storm, tornado or other weather that interferes with voting, the responsible Township agent, in consultation with the Sheriff, weather service, County, or other agent, will decide if it is necessary to postpone voting to the following week (for a Township election) or where to relocate the polls (if a Primary or General Election).
6. **Information Distribution** – if there is an emergency, the public will be notified via KASM radio (AM 1150), the Avon Township website (www.avontownshipmn.gov), and notices placed in the designated Township posting places (The Store, Town Hall). Signs will be placed in the Town Hall bulletin board notifying residents of any change in voting plans.
7. **Security** – If it is necessary to transport ballots or other voting materials to a new location, this process will be directed by the Town Clerk and at least one other Township representative (not on the ballot) or election judge. These individuals will be responsible for the safety and security of the ballots and voting materials.

Adopted by the Avon Township Board this 4th day, in the month of February in the year 2026.

Approved:

Avon Township Board of Supervisors

Chad Klocker, Chair

Attest:

Avon Township Clerk, Acting

Marion Gondringer

Avon Township Emergency Contacts

In the event of an emergency, contact one or more of the following:

- 911
- Supervisor Chad Klocker (320-249-4631)
- Supervisor Chad Blonigen (763-370-8996)
- Supervisor Bryan Rassier (320- 845-4045)
- Clerk Stephen Saupe (320-248-8036)

-----Original Message-----

From: "Jodi A - City of Avon" <jodi.a@cityofavonmn.com>
 Sent: Wednesday, January 28, 2026 11:26am
 To: "clerk@avontownship.org" <clerk@avontownship.org>
 Subject: Legal Notice

Good Morning Steve,

Attached is the legal notice we are planning to publish along with an updated list of the PID's (the bottom six PIDs were shown on the map, but missed on the list the first time around)

03.01102.0000
03.01094.0000
03.01095.0000
03.01097.0000
03.01098.0000
03.01467.0000

Please let me know if this looks ok or if we should make changes.

I am heading out of town for awhile so would like to get this to the paper by Friday's deadline if possible.

Thank you!

Jodi Austing-Traut

City of Avon

PID's Intent to Designate:

Property ID

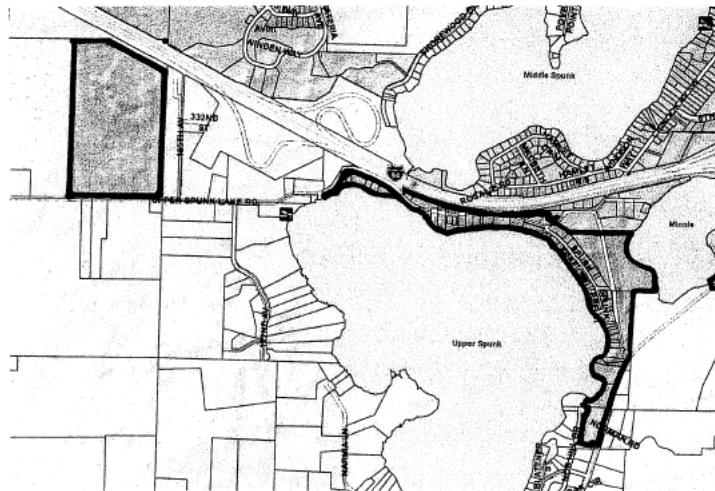
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**CITY OF AVON/AVON TOWNSHIP
NOTICE OF INTENT TO DESIGNATE LAND FOR ORDERLY ANNEXATION**

Please take notice that the Avon City Council and the Avon Town Board intend to designate property in Avon Township for orderly annexation to the City of Avon by including such property in an orderly annexation area within an orderly annexation agreement between Avon Township and the City of Avon. The properties intended to be designated for orderly annexation are shown on the following map.



Stephen Saupe
Avon Township Clerk

Jodi Austing-Traut
City of Avon Clerk