

**Minutes
Avon City Council
October 2, 2023**

THE FOLLOWING MEMBERS WERE PRESENT

Jeff Manthe – Mayor, Aaron Goebel, Katie Reiling, Doug Schaefer, Mark Schulzetenberge - City Councilors
Justin Kurtz – Water Wastewater Foreman, Chuck Pelkey – Public Works Foreman, Corey Nellis – Chief of Police
Jodi Austing-Traut, City Clerk-Administrator

The Pledge of Allegiance was recited and the meeting was opened at 6:30 pm.

PUBLIC HEARING

Public Hearing on Delinquent Refuse Assessments

Assessment roll was presented. No public comment was given.

Motion Reiling to close the public hearing at 6:32 pm

Second Goebel

Motion Passed Unanimously

Motion Schaefer to approve Resolution 2023-38 Adopting Assessment to Taxes for Delinquent Refuse Bills

Second Reiling

Motion Passed Unanimously

PUBLIC FORUM

None present.

CONSENT AGENDA

1. Council Minutes of September 11, 2023
2. Receive Fire Department Minutes of August 28, 2023
3. Receive Planning Commission Minutes September 11th and 19th, 2023
4. Paid Check Register, Manual Claims, Capital Expenditures, Payroll Deposits, Quarterlies (email only)
5. Legal Fees, Engineering Fees, Auditor/Acct. Fees
6. Resolution 2023-21 Authorizing Signers for Real Estate Transaction 42.26494.7008/116 Serenity Ct
7. Resolution 2023-39 Approving Preliminary Plat for Avon Estates Southern View Plat 3
8. Resolution 2023-41 Adopting Ordinance 235 Amending the Subdivision Ordinance
9. Authorize Payment of Invoice 22326 to W. Gohman Construction for Design Service for Avon Fire Hall

Motion Goebel to approve consent agenda with a correction to Ordinance 235 as discussed by Planning Commission to include “preliminary and final plat review and approval may be consolidated” second Schaefer and carried unanimously.

COUNCIL BUSINESS

Angie Dalby – Request for Condemnation of Apartments at 107 Avon Ave North. Angie Dalby described her impression of the apartments at 107 Avon Avenue North as being potentially unsafe and dilapidated. Dalby further expressed concerns about the lack of background checks being conducted and the overall apparent lack of management of the property. Chief Nellis explained the enforcement actions that the city has attempted and others that have been considered in the past including Crime Free Housing program, violation letters, and rental property licensing which have ultimately not resulted in a desired outcome. Council directed staff to research the cost of inspections and bring it back to council for consideration.

Dan Zimmermann – Baseball Parking Lease Agreement

Zimmermann gave some history on the ballfield and St. Benedict’s Church and verbal agreements that have been in place regarding the use of the properties. Zimmermann further explained the lease agreement as presented. Councilman Goebel expressed his concern that the lease requires that the city continue to maintain the property and pay \$25,000 to lease it and pay for improvements in exchange for rights for the public to park on it. Goebel is concerned that the church could end the

lease and benefit greatly from improvements made. Schaefer asked if the term of the lease could be reduced. Council further discussed improvements that might need to be made including changing the driveway configuration and some drainage corrections.

Purchase Agreement Avon Estates – C&L Excavating Update

Kevin Cox was present to address council regarding the next phase of Avon Estates and to discuss the terms of the purchase agreement. Mylars on the original split of the west parcel should be ready any day. Council discussed a change to the turf establishment statement in the PA from minimum of two years to 30 days after turf is at least 70% established, upon acceptance of the city. Schaefer asked when the grading and seeding of the park would take place. Cox stated that the goal is to try to ensure the most success with the end result, possibly fall of next year. Cox will work with City Engineer prepare specifications for road. Originally, he had proposed a 1½ edge mill but upon further inspection, the road is in worse shape than initially thought. Cox will need to remove the entire bituminous section being proposed for repair, add gravel, recompact it and put both lifts of bituminous back on. This will be more expensive for C&L but Cox expressed his desire to do it correctly. Council consensus to authorize Austing-Traut and Mayor Manthe to enter into purchase agreement.

Jeremy Mathiasen, City Engineer – Project Updates 2023 CIP Street Project / LRIP for 1st St SE etc.

Council consensus to authorize payment of invoice for Hanson Paving \$34,680 for patching work on Hamlet Dr, Barracuda, and Chinook Ave. Originally council approved up to \$40,000. The project came in less.

Council discussed the upcoming Local Road Improvement Program grant solicitation. Mathiasen presented a resolution in support of the program for council's consideration. Grants will be made in the spring of 2024. The city may not continue working on the project until the grant decision is made or it would become ineligible for the funding.

***Motion Goebel to adopt Resolution 2023-40 in support of Local Road Improvement Program Funding from MN DOT
Second Schaefer
Passed Unanimously***

ISSUES BY STAFF

Administration

Administrative Assistant Hiring Update/Recommendation

The city received 18 applications. Four excellent candidates were interviewed. All four top candidates had a related business and/or finance degree and a minimum of five years' experience. Recommendation to make an offer slightly above a step 4 at up to \$25.00/ hour.

***Motion Goebel to authorize Austing-Traut to offer the position to the top candidate (or alternate) for the
Administrative Assistant position at \$25/hour
Second Reiling
Motion Passed Unanimously***

Planning Commission

Council was asked to consider making an internal appointment to Planning Commission to ensure that there is a quorum available until an appointment at-large can be made.

***Motion Reiling to nominate Mayor Manthe to Planning Commission
Second Schaefer
Manthe accepted the nomination and was appointed to the Planning Commission***

Public Works

Written report was presented. Pelkey updated council on salt sand order and the cement project at Avon Estates.

Justin Kurtz presented his report and request to authorize approval of \$2,361.50 to Preferred Controls for 3 PLC crashes

Motion Goebel to authorize approval of \$2,361.50 to Preferred Controls for PLC crashes

Second Schaefer

Motion Passed Unanimously

Police Department

Chief Nellis stated that the K-9 Tahoe is in the shop again. There seems to be a problem with the head gasket once again. There is concern about getting parts due to the auto industry strikes. It is a warranty item.

All four of the new speed signs are in. Staff is working on determining their exact placement and calling in locates to prepare for installation.

The state has appropriated about \$72,000 for public safety. Chief Nellis indicated that shields may be something the police department may want to invest in. Shields are around \$9,000 apiece. These would be something that the officers could keep in the squads and utilize to stop rounds from making contact. Several quotes have been received.

Motion Reiling to authorize the purchase of two shields at up to \$9,000 each

Second Schulzetenberge

Passed unanimously

Goebel asked if the loss of school SROs will put additional pressure on local police departments. Chief Nellis was called out recently to respond to an unruly student at the Holdingford elementary school because he was the closest car in the area and the SRO was unable to respond adequately due to the new legislation. This will likely continue to affect our department, if not directly, indirectly.

ISSUES BY COUNCIL

Council further discussed drainage issues with Mathiasen, particularly as they relate to the upcoming 1st St. SE street reconstruction project.

Adjourn

Adjourned at 8:45 pm.

Respectfully Submitted,
Jodi Austing-Traut
City Clerk/Administrator