

**Minutes  
Avon City Council  
April 04, 2022**

**THE FOLLOWING MEMBERS WERE PRESENT**

Jeff Manthe – Mayor, Katie Reiling, Aaron Goebel, Doug Schaefer, Jeff Meyer City Councilors  
Justin Kurtz – Water/Wastewater Foreman, Jason Molitor – Public Works Foreman, Josh Blommer and Chuck Pelkey – Public Works Technicians  
Jodi Austing-Traut, City Clerk-Administrator

Mayor Manthe called the Avon City Council meeting to order and the Pledge of Allegiance was recited.

**LOCAL BOARD OF APPEALS AND EQUALIZATION**

Deb Haus and Kathy Korte of Stearns County Assessor's Office were present with the city's property sales data. Haus explained that throughout Stearns County there have been approximately 300 more sales in 2021 than in 2020. Haus stated that it is relatively common at this point to see up to a 30% increase in property values due to unprecedented market activity. This would be in addition to any previously undervalued property adjustments or improvements to the property. Haus mentioned the property tax refund that property owners may qualify for if they are income qualified and if taxes have increased by more than \$100 and at least 12%. The program is available through the Stearns County Assessor's Office. Haus reviewed several sales that occurred during the assessment period. The city has continued to lower its share of property taxes over the past several years. Mark Schulzetenberge of 1042 Hamlet Drive South (42.26360.0000) was present to contest his valuation. He explained the elements of the valuation that he felt were incorrect. Request to change the valuation from \$274,700 to \$264,100.

***Motion Katie Reiling to reduce the proposed assessed value on parcel 42.26360.0000 from \$274,700 to \$264,100 second Jeff Manthe and carried unanimously.***

Councilman Jeff Meyer stated that he had three trees hit his properties on the lake. Because he is on the city council the process is that he has to go to the county to appeal his valuations. Meyer's properties are located at 405 Chinook Ave SW (42.26284.0000) and 407 Chinook Ave SW (42.26285.0005)

***Motion Katie Reiling to offer no change to the value of \$669,600 at 405 Chinook Ave SW (PID 42.26284.0000) second Jeff Manthe with Meyer abstaining.***

***Motion Katie Reiling to offer no change to the value of \$263,700 at 407 Chinook Ave SW (PID 42.26285.0005) second Jeff Manthe with Meyer abstaining.***

***Motion Katie Reiling to close the public hearing at 6:55 pm second Jeff Meyer and carried unanimously.***

**Public Forum**

None present.

**CONSENT AGENDA**

1. Council Minutes of March 7<sup>th</sup> and 17<sup>th</sup>, 2022
2. Receive Fire Department Minutes of February 28, 2022
3. Paid Check Register, Manual Claims, Capital Expenditures, Payroll Deposits, Quarterly Reports (email only)
4. Legal Fees, Engineering Fees, Auditor/Acct. Fees
5. Approval of Extension of CUP at 306 Blattner Dr Contingent Upon Compliance with CUP
6. Resolution 2022-11 Vacating a Drainage and Utility Easement between Lots 4 & 5 Avon Est. Southern View
7. Resolution 2022-12 Approving Application for Fire Department Relief Association Gambling Permit

***Motion Aaron Goebel to approve consent agenda second Jeff Meyer and carried unanimously.***

**COUNCIL BUSINESS**

**Dan Zimmermann and Jeff Lange – Community Center/Parks**

Blattner Field Lighting – Zimmermann gave an update on the ballfield lighting project. The final phase of the project is for the electrical installation work which will be completed by Design Electric as soon as the frost comes out. Other than the electrical install, all invoices have been paid and reimbursements have been received.

Community Center Update – Lange presented a draft drawing for planned updates to the Lion’s Shelter near city hall along with plans for the addition of a community center to be added on to the shelter. Lange stated that there will need to be architectural designs completed. Lange requested the council consider setting aside this site for community center improvements. The senior group “Over the Hills of Avon” club is planning to do more fundraising once a site is selected. Lange will follow up with council as the plans are refined and quotes are received.

Basketball/Pickleball Park Updates – Pickleball players in town have requested more court space. Lange gave an overview of their needs. Converting tennis courts is an option, as well as some of the space available in the large ‘future’ park site in Avon Estates. There is potential for approximately 6 courts. Lange will work with Kevin Cox of C&L Excavating to develop more formal plans for the park area.

Drainage/Turnaround area issues at Casey’s Store. There are major drainage issues on Casey’s Store property affecting St. Benedict’s church property and the ballfield parking area. Lange will meet with Casey’s corporate to see what can be done and will report back. If it is deemed that this should be handled as part of the 6<sup>th</sup> St reconstruction project, council would consider it pending City Engineer’s approval.

Avon Estates full basketball court estimate came in at \$38,420 and an additional \$16,500 for sprinkling. Meyer asked whether C&L Excavating would be willing to offer cash in lieu of grading the kickball field. Austing-Traut will check with C&L.

***Motion Aaron Goebel for up to \$38,420 for the basketball court and up to \$16,500 for sprinkling, second Katie Reiling and carried with Meyer against.***

#### **Jacob Voss - Fisher’s Club**

Voss requested the city participate in paying Central Minnesota Dust Control, LLC for dust control at the beach and Fisher’s Club parking lot again. City share would be \$462.50. Voss requested permission to use a portion of the city’s property near the beach and contiguous to Fisher’s Club’s deck for outdoor seating. The city allowed this during COVID restrictions. Austing-Traut will verify with city attorney that this is still permitted to be handled in the same way that it was done the last two years, even though the governor’s emergency powers have expired. Austing-Traut will bring an updated lease agreement and resolution for consideration at the next meeting.

***Motion Doug Schaefer to authorize \$462.50 for dust suppression at the city beach/Fisher’s Club parking lot second Katie Reiling and carried unanimously.***

**2022 Streets Project Update and Contract** – Jeremy Mathiasen, Stantec reported that final design and plans are approximately 75% complete. Council discussed the current position of the boat ramp itself and there was consensus to leave it in its current position as it is properly aligned respective to the street elevation and positioning. There was further discussion about curb placement along 1<sup>st</sup> Street. Engineer is suggesting that the curb be placed on the north side in order to keep the street alignment and center line straight. The property owners at 109 Chinook Ave have expressed interest in having two utility connections and two driveways. Current ordinance only allows one driveway cut per residential property. If there are two utility connections, Mathiasen suggested council consider imposing two assessments. Jeremy Mathiasen will meet with the property owner to further discuss the project. Televising work is complete. On the Stratford Street portion of the project, there will be a “bubble” type feature at the end of Stratford St West which would still allow access to the city beach and homes. Mathiasen suggested the city consider pre-ordering materials such as hydrants in advance since lead times are relatively long. He will put a list of items together. Council will consider holding a special meeting to approve those purchases if necessary.

***Motion Jeff Meyer to approve the capital service sub-agreement/amendment to master contract with Stantec for 2022 Street Improvements second Doug Schaefer and carried unanimously.***

**ISSUES BY STAFF**

## **Administration:**

### **Resolution 2022-10 Authorizing Interfund Loan Transfer for 2022 Streets Project**

Austing-Traut presented a resolution as suggested by city's bond counsel and financial advisor in order to provide for the transfer of half-cent sales tax dollars to the general fund to reimburse for 2022 streets improvements so the city can cash flow the project. Half-cent sales tax dollars must be utilized specifically and only for street related projects. The city is authorized to collect the tax for the purpose of making street improvements over a 25 year period.

*Motion Katie Reiling to adopt Resolution 2022-10 authorizing Interfund Loan form the General Fund to the Streets Capital Projects Fund (half-cent sales and use tax) relating to 2022 Street Improvements, second Jeff Meyer and carried unanimously.*

**Pay Study** – quotes received from David Drown Associates only. Keystone Compensation refused to quote and Baker Tilly has not responded to several requests for proposal. Councilor Goebel expressed his support for a pay study. Council discussed what type of information they are hoping to gather through a formal study. Officer Gudim stated his opinion that the city's current pay plan is outdated and explained what other agencies in the area use.

*Motion Katie Reiling to approve a contract with David Drown Associates for a market analysis/pay study second Doug Schaefer and carried unanimously.*

## **Planning/Zoning:**

### **Moratorium on Alternative Energy Sources**

Melissa and Stephen Woods (710 Windsor Way) were present to discuss their project. They own two homes in Avon and would like to put solar panels on one of them. They would like to self-install the panels. They will use a structural engineer and install according to manufacturer specifications and in accordance with State Building Code. The city does not currently have an ordinance that would relate to solar panel installation or other forms of alternative energy. For this reason the council discussed a moratorium to maintain the status quo until such time that the Avon City Council can conduct an informal study to determine the impact that the construction of alternative energy systems in the City of Avon would have on surrounding residential properties, and whether adoption or amendment of the City of Avon's official controls is warranted. Planning Commission will hold a public hearing on this issue on April 19<sup>th</sup> at 5:30 pm at Avon City Hall.

*Motion Aaron Goebel to adopt Resolution 2022-13 Enacting a Moratorium on Alternative Energy Sources but changing it to a 30-day moratorium second Katie Reiling and carried unanimously.*

### **Planning Commission Application**

A Planning Commission application was received by council. The applicant lives in Avon Township, however, Mayor Manthe reminded council that planning commission is an advisory board only.

*Motion Katie Reiling to appoint Chris Schellinger to planning commission second Aaron Goebel and carried with Meyer against.*

Katie Reiling agreed to forfeit her planning commission seat.

## **Public Works:**

### **Wobegon Park Shelter Roofing**

Jason Molitor and Justin Kurtz presented their written reports. Molitor presented quotes for Wobegon Park Roofing. BD Exteriors can get the project done before Spunktacular Days.

*Motion Jeff Manthe to go with the Landmark Pro Asphalt shingles from BD Exteriors at \$34,410 second Katie Reiling and carried unanimously.*

## **Generator/Transfer Switch**

A disconnect and fuses are needed to bring the amperage of the transfer switch for the generator down to fit the 300-amp service.

***Motion Aaron Goebel to approve \$3525 to Liberty Electric for the adjustments needed for the transfer switch, second Jeff Meyer and carried unanimously.***

Kurtz presented quotes for sand filter repairs, Meters/Radio Reads, a flow meter for the wells, and GPS probe for an asset management system for public works.

#### **Wastewater Treatment Plant Sand Filters**

Kurtz stated that one of the two sand filters is not operational and needs repairs. Treatment Resources is the only company he was able to find that still carries the parts and equipment needed for this type of sand filter. Estimated cost to repair is \$22,366. There is potential concern for the integrity of the other sand filter as well since it too is aging and subject to the same conditions. Once the non-operational filter is fixed, staff will be able to better compare and further evaluate the operation of the second one.

***Motion Jeff Meyer to wastewater treatment plant sand filter repairs second Doug Schaefer and carried unanimously.***

#### **Meters/Radio Reads**

Core & Main can offer the meters for \$145 and the radios for \$175. A pallet of them consists of 192 units of each.

***Motion Jeff Manthe to order a pallet (192) meters & radios from Core & Main second Katie Reiling and carried unanimously.***

#### **Flow Meter for the Wells**

***Motion Aaron Goebel to approve the purchase of flow meters for wells number 4 and 5 from Preferred Controls for \$9,570 second Doug Schaefer and carried unanimously.***

#### **GPS Probe/Asset Management System**

The subscription to Diamond Maps is \$35/month. Josh Blommer received a number of quotes and options for the geode/GPS probe.

***Motion Aaron Goebel for the Geode GNS3M Multi-Frequency Receiver from Frontier Precision \$5431.90 second Katie Reiling carried unanimously.***

#### **Police Department**

Chief Nellis was not present, but submitted a written report and requested authorization for 30 hours of overtime pay for Officer Landon Gudim for his work on a recent shooting.

***Motion Doug Schaefer to approve 30 hours of overtime pay for Officer Landon Gudim, second Aaron Goebel and carried unanimously.***

#### **ISSUES BY COUNCIL**

***Motion Jeff Manthe to authorize staff to work with city attorney and city auditor to work on the issues presented in a letter from Jeff Meyer's attorney and auditing firm second Aaron Goebel and carried with Meyer abstaining.***

Meyer wanted it noted to the record that there is no pending litigation.

Jason Molitor submitted his letter of resignation. Council thanked him for his service and wished him the best in his future endeavors. Austing-Traut will post the position.

Meyer presented information about past city well sampling for manganese.

#### **Adjourn**

***Motion Katie Reiling to adjourn at 10:30 pm second Doug Schaefer.***

Respectfully Submitted,  
Jodi Austing-Traut  
City Clerk/Administrator