

**Minutes**  
**Avon Economic Development Authority**  
**and**  
**Avon City Council**  
**December 4, 2023**

**THE FOLLOWING MEMBERS WERE PRESENT**

Jeff Manthe – Mayor, Aaron Goebel, Katie Reiling, Doug Schaefer, Mark Schulzetenberge - City Councilors  
Jim Sand and Tim Burg - Avon EDA  
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 6:00 pm.

**TRUTH IN TAXATION**

New residents, Daniel Van Sloun and Jennifer Spreeman of 410 Sundown Drive, were present to express concern about the tax rate in the city. Austing-Traut explained that the city’s tax rate has fallen consistently over the past ten years from 86.4 to around 63.4. City Council gave a brief historical synopsis of the city’s projects, debt, and taxation.

*Motion Reiling to close the public hearing at 6:20 pm*

*Second Schaefer*

*Passed Unanimously*

Consider Resolution 2023-49 Adopting Final Levy of \$1,410,000 for 2024

*Motion Goebel to adopt Resolution 2023-49 Adopting Final Levy for 2024*

*Second Schulzetenberge*

*Passed Unanimously*

Consider Resolution 2023-50 Adopting Final Budget for 2024. Budget is on file at city offices for inspection.

*Motion Reiling to adopt Resolution 2023-50 Adopting Final Budget for 2024*

*Second Schaefer*

*Passed Unanimously*

**ORDINANCE FRANCHISE AGREEMENT**

Jared Johnson of Albany Mutual Telephone Association (AMTA) was present to discuss the franchise agreement and their service expansion to City of Avon areas north of the interstate. Johnson further explained the communications that will occur with the property owners prior to service installation. There is no cost to the homeowner to put the fiber end up to the side of the house. There will be a free installation into the physical home on the front end as well. There are often on-going promotions for installation as well.

Council discussed the specifics of a draft Resolution Authorizing Opt-Out Agreement that was presented.

All property owners in the city will need to contact AMTA if they do not want the service brought into their yard.

*Motion Schaefer to close the public hearing at 6:40 pm*

*Second Goebel*

*Passed Unanimously*

Consider Resolution 2023-47 Adopting Ordinance 237 a Cable Franchise Agreement Ordinance

*Motion Goebel to adopt Resolution 2023-47 Adopting Ordinance 237 a Cable Franchise Agreement Ordinance*

*Second Reiling*

*Passed Unanimously*

**REDISTRIBUTION OF TIF**

Austing-Traut explained that three TIF eligible lots have sold in 2023 which allows the city to reallocate an additional \$39,000 in deferred assessments to eventually be paid into the debt service fund. To date \$554,000 has been reallocated.

***Motion Reiling to close the public hearing at 6:45***

***Second Schulzetenberge***

***Passed Unanimously***

Consider Resolution 2023-48 Approving the Reassignment of Payment of Special Assessments for Avon Estates TIF Parcels and Creating the Obligation for TIF District 1-4

***Motion Goebel to adopt Resolution 2023-48 Approving the Reassignment of Payment of Special Assessments for Avon Estates TIF Parcels and Creating the Obligation for TIF District 1-4***

***Second Schaefer***

***Passed Unanimously***

## **ECONOMIC DEVELOPMENT AUTHORITY**

Consider Commercial Redevelopment (CRD) Loan to Pure Bliss Salon & Spa. Samantha Jonas was present to express concern about the water pressure at the salon. Jonas had found that there was a water treatment system in place for decades that is not functioning and had not been serviced as the property owner had no knowledge of it. The request is for assistance with the cost of a new energy efficient softener. The EDA discussed the standards for the RLF Portfolio which require a dollar for dollar match by the property owner. There has not been an overwhelming interest in businesses wishing to access these funds and there is a healthy balance in the fund. For these reasons, and the fact that Pure Bliss has demonstrated that it is a well-established business in the community, the EDA expressed their desire to make an exception to the policy.

***Motion Sand to approve the application for a \$7,200 CRD Loan to Pure Bliss Salon & Spa for energy efficiency improvements***

***Second Reiling***

***Motion Passed Unanimously***

Consider Commercial Redevelopment (CRD) Loan to Spunky's. The project is for exterior improvements which will improve the aesthetics of main street.

***Motion Reiling to approve the application for a \$10,000 CRD Loan to Spunky's LLC for exterior improvements***

***Second Burg***

***Motion Passed Unanimously***

## **PUBLIC FORUM**

Mike Apel from the Community Center presented a feasibility study that has been prepared for a potential future community center along with a letter that will go out to potential donors. Apel stated that their goal is to raise \$2 million for the community center and associated costs.

## **CONSENT AGENDA**

1. Council Minutes of November 6, 2023
2. Receive Fire Department Minutes October 30, 2023
3. Paid Check Register, Manual Claims, Capital Expenditures, Payroll Deposits
4. Legal Fees, Engineering Fees, Auditor/Acct. Fees
5. Resolution 2023-51 Decertifying Certain Parcels from TIF District 1-4 (Avon Estates)
6. Statement of Work/Clifton Larson Allen – for Audit Services 2023
7. FYI: S&P Global Ratings Results [Affirmed AA- Stable Rating]
8. (added) Resolution 2023-52 Polling Place Resolution for Election 2024

***Motion Goebel to approve consent agenda as presented***

***Second Reiling***

***Motion carried unanimously***

## **COUNCIL BUSINESS**

Jeremy Mathiasen, City Engineer gave project updates related to the 2023 CIP Street Project. The construction activities have been completed for the season and will pick up again in the spring. LRIP grant application will be submitted in the next few weeks. The deadline is December 8<sup>th</sup>. Southern View 3 utility construction is underway,

## **ISSUES BY STAFF**

### **Fire Department**

Chuck Swenson gave an update on the Fire Hall project including a breakdown of the original schematic budget along with bids and quotes received. The original estimated budget was \$2,454,439 with bids/quotes coming in at \$2,382,510. Council will meet on December 18<sup>th</sup> at 6:00 pm to review bids and quotes and consider awarding contracts for the construction of the fire hall expansion/remodel.

Austing-Traut requested council approval for the hiring of three new FD Members: Alexis Nelson, Matthew Boundy, Andrew Wensmann. They began training 11/13. Pay will be \$15/hour.

*Motion Goebel to hire Alexis Nelson, Matthew Boundy, Andrew Wensmann  
Second Schaefer  
Passed Unanimously*

Austing-Traut explained a bit about how the new legislation regarding Earned Safe and Sick Time will affect the city. There will be little to no impact for full-time employees who already receive paid sick time, however part-time and paid on call (firefighters) will be impacted. Austing-Traut will bring a draft policy to the council for their review beginning in 2024.

### **Public Works**

Kurtz and Pelkey presented their report. Resource Training and Solutions completed the asbestos sampling for the fire hall. Request for \$210 additional for Resource Training and Solutions for 10 additional samples.

*Motion Manthe to approve the additional \$210 for the extra samples taken  
Second Reiling  
Passed Unanimously*

All three motors in the radiant heaters in the maintenance shop have seized up and are not functional. It is expected to cost over \$1,500 for new motors. Grutsch Plumbing and Heating is pricing out new motors. Council consensus to authorize the installation of the new motors.

Kurtz requested approval for \$2,005 for Install of Septic Guard Dialers

*Motion Schaefer to authorize approval of \$2,005 to Preferred Controls for installation of septic guard dialers  
Second Schulzetenberge  
Passed Unanimously*

### **Police Department**

Chief Nellis presented his report and requested \$2,350 for body armor. The SWAT team is purchasing their body armor from TYR. Chief Nellis received two quotes for the tactical ballistic plates and TYR was the low quote.

*Motion Reiling for approval to purchase new body armor for \$2,350  
Second Goebel  
Passed Unanimously*

2019 K9 Unit is at Schwieter's Chevrolet again and facing another \$4,000 repair. There have already been \$10,000 in repairs done to this vehicle since the city purchased it in 2019. Chief Nellis has brought his grievance to the general manager of Schwieter's Chevrolet. Nellis also mentioned that the speed signs have been installed, with the exception of the one that will be placed near the beach.

## **ISSUES BY COUNCIL**

**Adjourn**

*Adjourned at 8:35 pm.*

Respectfully Submitted,  
Jodi Austing-Traut  
City Clerk/Administrator