

Pursuant to due call and notice thereof, an Avon City Council Meeting was duly held at City Hall on the 5th day of January 2015 at 7:00 p.m.

**THE FOLLOWING MEMBERS WERE PRESENT:**

Hugh Knox – Mayor; Jim Stang, Jeff Manthe, Chuck Pelkey and Jeff Meyer – Councilors  
Jim Thares, City Clerk/Administrator

**CALL MEETING TO ORDER:**

Pledge of Allegiance

**SWEARING IN NEWLY ELECTED OFFICIALS – Mayor Knox, Councilors Pelkey and Meyer:**

Clerk Thares administered the oath of office to the Mayor Knox and Councilors Pelkey and Meyer.

**PUBLIC ACCESS FORUM:** No one came forward.

**CONSENT AGENDA:**

- #1 Council Minutes – December 1, 2014
- #2 Claims Register
- #3 Capital Expenditures, Legal Fees, Engineering Fees and Detailed Reports
- #4 Approve 2015 General Fund Budget Amendment #1
- #5 Approve September 2015 Council Meeting date change (September 14, 2015)

**Motion by Councilor Stang to approve the Consent Agenda. Second by Councilor Manthe. Motion passed unanimously.**

**OTHER MINUTES:**

Planning Commission Minutes – December 16th, 2014

**COUNCIL BUSINESS:**

**Council Annual Appointments** – Mayor Knox made appointments to standing committees and boards. It was noted there is still an open position for the EDA and the Avon Estates Committee that will need to be filled in the coming months.

**PUBLIC HEARING – Proposed Vacate of Serenity Lane**

Mayor Knox opened the public hearing at 7:10 p.m. **Motion by Councilor Manthe to close the public hearing at 7:12 p.m. Second by Councilor Meyer. Motion passed unanimously. Motion by Councilor Stang to vacate Serenity Lane contingent on the recording of Serenity Village Plat. Second by Councilor Manthe. Motion passed unanimously.**

**Consider Final Plat- Serenity Village [Assisted Living Facility]**

City Clerk/Administrator Thares clarified the recapture documentation steps for the four small patio home parcels that the City and the developer are working on. The purchase agreement will need to be amended outlining the treatment of the four lots. As soon as the attorneys complete the revisions, it will be presented to City Council. Brent Kapsner, Senior Partners Living Options, said the intent is to have the ability to expand in the future and also build a couple patio homes that can be rented to client relatives. **Motion by Councilor Stang to approve the Final Plat for Serenity Village. Second by Councilor Manthe. Motion passed unanimously.**

**Lake Association Discussion – Dennis McGuiness**

Dennis McGuiness presented a summary of the milfoil treatment steps and its spread from Middle Spunk Lake to Lower Spunk Lake. The goal is to treat the milfoil annually in the conventional methods as indicated by the characteristics of the specific area of infestation. He would like to ask the City to budget for the treatments each year. He has already asked Avon Township to do the same since large parts of the shoreline of the impacted

lakes are the jurisdiction of the Township. Councilors discussed the issue and impacts of uncontrolled invasive species infestations. The Lake Association should be the lead group and needs to raise the majority of the treatment cost funds. City Hall will be made available to them for monthly meetings. Councilor Stang said he is willing to continue to be a Council liaison on the Lake Association Committee. Councilors noted the DNR grant that the City applied for in September and expressed a willingness to do so again. The deadline is February 17, 2015. It was suggested that the Township consider applying for a DNR grant as well as the City. **Motion by Councilor Stang to authorize the City to apply for a DNR grant for invasive species mitigation. Second by Councilor Meyer. Motion passed unanimously.**

**Solar Garden Discussion – Mark Reuter, Sundance Energy Corp., Rob Appelhof, Cedar Creek Energy**  
Mr. Reuter presented information on the Solar Garden program approved by the Minnesota Legislature and Public Utilities Commission. He said a modest sized array could be located on an unused yard area at the wastewater treatment plant. The power generated does not go directly into the plant but rather into the grid. The City would partner with other subscribers for the usage of the generated output and get a reduced electrical rate for a 25 year contract period. The savings would be about 50 percent of what the typical cost would be. This type of project is expected to be popular, so adding partners to fill out the subscription will not be difficult. All maintenance and operating costs are the responsibility of the developer; not the subscribers. The solar equipment's useful life is 30 to 35 years. The next step would be to engage in a no-cost feasibility study to prove out the economics of the \$2.5 to \$3.5 million proposal. Council is open to review of additional information regarding the solar garden process and a potential project in Avon.

#### **Spring Semester 2015 Internship**

City Clerk/Administrator Thares reviewed the qualifications of the prospective intern and a list of work tasks. **Motion by Councilor Meyer to authorize a four month internship for Justin Markon, St. John's University, with a stipend of \$550 per month. Second by Councilor Pelkey. Motion passed unanimously.**

#### **Avon Estates – New Marketing Agreement with Matt Imdieke, Central Minnesota Realty**

City Clerk/Administrator Thares said the commission fee is \$1,000 per lot and an additional \$500 when a buyer uses an agent to propose the transaction. Councilors discussed the number of lots that are market ready and potential ways to add more lots to the listing. **Motion by Councilor Stang to authorize a 6-month marketing agreement with Matt Imdieke, Central Minnesota Realty. Second by Councilor Pelkey. Motion passed unanimously.** Ray Schmidt, Public Works Director, discussed his goal to further review at a future meeting the Avon Estates work tasks. Jon Forsell, Water-Wastewater Director, explained his limited ability to assist with some of these tasks.

#### **ISSUES BY STAFF:**

**Public Works Department** – Ray noted the report in the Council packet.

**Police Department** – Corey Nellis, Police Chief, noted his goal to upgrade shotguns in the future. He then mentioned the recent drug forfeiture award of approximately \$2,209. These funds can be used to buy equipment for the Department. He also submitted a grant proposal to the State to fund the purchase of magnetic card readers for the squads. The process depends on Stearns County to implement the software program for the card readers. He referred Council to his report in the packet.

**Water/Wastewater Department** – Jon Forsell, Utilities Supervisor, asked for authorization to pay Lange Trenching \$4,721.65 for water main break repairs along County Road 9. **Motion by Councilor Stang to approve payment to Lange Trenching for water main repairs in the amount of \$4,721.65. Second by Councilor Meyer. Motion passed unanimously.** Jon also described the work that was completed on a main repair on Sundown Road. He would like the ordinance language amended so it is clear when repairs occur near the shut off valve in this area of the City, it is the City's cost to pay for the repairs. **Motion by Councilor Manthe to adopt language supporting public repair of the water lines in certain instances as City responsibility. Second by Councilor Pelkey. Motion passed unanimously.** The cost when this happened in late 2014 was about \$2,100.

**Motion by Councilor Stang to authorize payment to Lange Trenching in the amount of \$2,100 for repair of this type of water main break back in late fall 2014. Second by Councilor Manthe. Motion passed unanimously.** Jon also asked for approval to pay Liberty Electric \$1,748.94 to repair major wiring at the wastewater treatment plant. **Motion by Councilor Meyer to authorize payment to Liberty Electric in the amount of \$1,748.94 for wiring updates at the wastewater treatment plant. Second by Councilor Manthe. Motion passed unanimously.**

**OTHER:**

Councilors discussed a conceptual dock amenity at the public beach on Middle Spunk Lake. Ray noted that the concept needs further discussion by the Parks Board. City Clerk/Administrator Thares explained the League of Minnesota Cities Insurance Trust new equipment coverage insurance product. He noted the premium would go up if the City chose to add this coverage for equipment, motors, etc. It was a consensus among Councilors to pass on the coverage at this time. Ray mentioned that the annual employee recognition event will be held on January 21, 2015 at 6:00 p.m. at P.Js. The Mayor and Councilors are invited to attend.

**ISSUES BY COUNCIL:** Councilors discussed a desire to have a finance workshop earlier in the year to get updated regarding the City's bond debt service, potential refunding opportunities and mid-term capital improvements plan. It was a consensus to hold a City finance workshop on Wednesday January 14<sup>th</sup>, 2015 at 7:00 p.m. at City Hall. City Clerk/Administrator Thares will post the workshop meeting notice as required. Councilors discussed ice skating rink complaints. Ray noted temperature variations have made flooding rinks and maintaining ice very difficult this winter season.

**ADJOURNMENT: Motion by Councilor Manthe to adjourn the meeting at 9:20 p.m. Second by Councilor Stang. Motion passed unanimously.**

Respectfully Submitted  
Jim Thares, City Clerk/Administrator