

**Minutes
Avon City Council
May 12, 2016**

CALL MEETING TO ORDER

Mayor Knox called the meeting to order at 6:00 PM. The Pledge of Allegiance was recited.

THE FOLLOWING MEMBERS WERE PRESENT:

Hugh Knox – Mayor; Julie Jarnot, Jeff Manthe, Jeff Meyer, Jesse Springer – Councilors; Police Chief Corey Nellis; Public Works Supervisor Casey Jansky; and Clerk/Administrator Jodi Austing-Traut

Consider Salary Survey and Staffing Needs

Salary step plan was presented to council as prepared by staff and discussed. Council will review certain positions in January.

Motion Jesse Springer to adopt the pay step plan as presented by staff, second Jeff Manthe and carried unanimously.

Motion Jesse Spring to extend Kathy Schulzetenberg's full time status through the end of August and to discuss this issue again at the August council meeting, second Jeff Manthe and carried unanimously.

Consider Setting Regular/Ongoing Workshop Dates

Council was unable to get consensus about a regular date to set for workshops. Meetings will be scheduled on an as-needed basis.

Discuss Meeting Expectations

Clerk/Administrator Austing-Traut requested that information requests come to her in time to get information to council well in advance of meetings. Mayor Knox will attempt to keep council focused and on task at future meetings. Council stressed the importance of having open in-depth discussions at council meetings to deal with complex issues.

Discuss Handling of Offers on City Owned Property for Sale

Mayor Knox, Clerk/Administrator Austing-Traut, and Zoning Administrator Pease will work to come up with some parameters and present a proposal to the council. Council questioned where and how Backes' are marketing the Serenity properties. Clerk/Administrator will look into this.

Motion Jesse Springer to counter offer on purchase agreement on Lot 12 & 13 Block 1 of Serenity at \$44,000 plus two SAC/WAC connections second Jeff Manthe and carried unanimously.

Discuss Maintenance Building & Capital Improvement Planning

Lange Trenching has presented an offer on the existing maintenance shop property. Public Works Supervisor offered a draft plan for a new maintenance shop to potentially be located at the city hall campus along. Cost of a new maintenance shop would be approximately \$185,000-\$200,000. Councilor Springer suggested that council consider a stand by generator to be included in the bid to offer emergency management opportunities at a new maintenance shop.

Clerk/Administrator Austing-Traut will look into the proper legal process for selling this property. Public Works Supervisor Jansky will firm up potential construction numbers.

Motion Jeff Manthe to authorize City Clerk/Administrator to advertise for sale the property located at 221 2nd Street NW in Avon and receive offers through June 12th second Julie Jarnot and carried unanimously.

Other Business

Jesse Springer updated council on the sewer line running through his property. He will bring an easement to the council for their consideration when it is drafted by Dan Zimmerman.

Jeff Meyer updated council on issues related to businesses in Avon. He suggested that council get bids from engineering firms to deal with storm water management issues in Avon. Council discussed city wide storm water management concerns at length. Jeff Meyer suggested that council and staff meet with business community to discuss their needs and concerns. Clerk/Administrator will work with Jeff Lange to set up a meeting.

Council further discussed the proposed clean out of County Ditch #25 and recapped the discussions that occurred at a meeting earlier this week. There will be a public hearing in the Stearns County board room on May 17th.

Clerk/Administrator presented two resolutions for council consideration. These resolutions authorize Mayor Knox and Clerk/Administrator Austing-Traut to sign on documents related to real estate transactions for property sales at Lot 11 Block 1 of Serenity at Avon and Lot 1 Block 4 of Avon Estates respectively.

Motion Jeff Manthe to adopt Resolution 2016-16 and 2016-18 Authorizing Signers for Real Estate Transactions second Jesse Springer and carried unanimously.

Julie Jarnot asked for an update on the Dan Dahlin house. Chief Nellis updated council indicating that Jeff Lange is working with Dan Dahlin to get the property cleaned up.

Public Works Supervisor Casey Jansky and Chief Nellis updated council on plans for security at City Hall.

Motion Jesse Springer to authorize security measures to be installed in the main office of city hall at a cost of approximately \$1,500 second Jeff Manthe motion carried unanimously.

Public Works Supervisor Jansky updated council about road conditions at Avon Estates entrance.

ADJOURNMENT: Motion by Councilor Jeff Manthe, to adjourn the meeting at pm; Second by Councilor Julie Jarnot . Motion passed unanimously.

Respectfully Submitted Jodi Austing-Traut City Clerk/Administrator