

# Minutes of the Meeting of the Avon Township Board of Supervisors

April 1, 2026

Avon Township Hall, 16881 Queens Road, Avon (MN)

**Call to Order:** Chad Klocker called the meeting of the Avon Township Supervisors to order at 7:00 P.M. in the Main Chamber of the Avon Township Hall. This meeting, like other Town meetings, was also available virtually via Zoom at <https://us02web.zoom.us/j/8325486945>, Passcode: AvonTown.

**Pledge:** The Pledge of Allegiance was recited.

**Roll Call:** Present – Craig Blonigen, Marion Gondringer (*Acting Clerk*), Chad Klocker, Kelly Martini, and Bryan Rassier. Clerk Saupe is on leave of absence. There was a quorum. Also present: Paul Buttweiler, Casey Jansky, Andrew Wensmann.

**Approval of Agenda:** Added to the agenda was a discussion of the Dobis access permit deposit. Rassier moved to approve the amended agenda. Klocker second. All in favor. Motion carried.

**Minutes:** Blonigen moved to approve the minutes of the February 4, 2026 Supervisors meeting as presented. Rassier second. All in favor. Motion carried. Rassier moved to approve the minutes of the March 4, 2026 meeting as presented. Blonigen second. All in favor. Motion carried. Blonigen moved to approve the minutes of the March 18 Qualification meeting as presented. Klocker second. All in favor. Motion carried.

**Public Hearings:** none scheduled.

**Public Comments:** none received.

**Planning Commission (PC) Report** – Chair Andrew Wensmann presented the PC report:

- Edwards variance** – The PC held a public hearing to consider a variance for Douglas J. Edwards, 17953 Upper Spunk Lake Road, Avon (MN), PID 03.01525.0000, to construct a garage closer to the center-of-the-road than is currently permitted. The PC went through the Findings of Facts and supports the request. Klocker inquired about the orientation of the garage. Mr. Edwards said the back will be toward the lake. Klocker also said that the structure could be too close for snow removal. Snow pushed onto the property when the Township plows could be a concern. Mr. Edwards said that he acknowledged the problem but that it hasn't been a problem so far and that it would be acceptable to him. Blonigen moved to approve a variance for Douglas Edwards, 17953 Upper Spunk Lake Road, PID 03.01525.0000, to construct a garage 13 feet closer to the center-of-the-road than is currently permitted by Ordinance #6, Section 9.9.9A(3). Rassier second. All in favor. Motion carried.
- Frie variance** – The PC recommends setting a public hearing to consider a request by Ms. Cindy Frie (34139 Lower Spunk Lane; PID 03.01227.0007) for a variance to construct an addition to her garage that would be 33 feet from the center-of-the-road than currently permitted by Ordinance #6, Section 9.9.9A(3). Blonigen moved to set a public hearing on April 29, 2026 at 7:15 PM. Rassier second. All in favor. Motion carried.
- Gilk Rezone Request** – The PC discussed a request by Lisa and Sam Gilk (36831 Co Rd 9; PID 03.01152.0000) to rezone 1 of 5 acres to R1 and the remainder to A40 in order to be able to increase the animal units on their farm. The PC does not support the request because they considered it to be a case of spot zoning that could result in many other requests. Ms. Gilk said the property was adjacent to the growth area and rural town site in St. Anna and that she was not trying to create additional buildable lots. She said the County required the R1 zoning. LeRoy Gondringer explained that if any acres were removed from their R5 it would result in a

substandard lot (i.e., residence on 4 acres in an R5 area). Klocker moved to recommend to the County to allow Lisa and Sam Gilk to rezone one acre of their parcel to R1, and the remaining acres to A40 as requested. Blonigen second. Two in favor (Klocker, Blonigen). One abstain (Rassier). Motion carried.

- 4. **Pierskalla Request** – Mr. Tanner Pierskalla appeared at the PC meeting to inquire about options regarding splitting part of his family farm to build a residence. He was advised to contact Stearns County to ensure that the remaining property would include a building credit.
- 5. **PC Membership** – Blonigen received an application to serve on the PC from Kelly Caspers. The Supervisors interviewed Ms. Caspers. When asked why she wanted to serve on the PC she said that she liked being part of the community and was comfortable in the area. When asked how she would handle conflict, she said like she does at her business, *The Store*. When asked what skills she brings to the position, she said she likes to research things so she knows what is going on. She said she has nothing to gain by serving on the PC. Klocker moved to appoint Kelly Caspers to a three-year term, 2026-2029, on the Planning Commission. Rassier second. All in favor. Motion carried. She was asked to contact Martini for employment information.

Klocker moved to not reappoint Lori Yurczyk to the Planning Commission. Rassier second. Two in favor (Klocker, Rassier). One opposed (Blonigen). Motion carried.

Rassier moved to approve the PC report. Blonigen second. All in favor. Motion carried.

**Treasurer’s Report:** The Treasurer provided the Cash Control statement from March 1, 2026 to March 31, 2026 (*appended below*) and read the Treasurer’s report. There is a discrepancy between the ending balance in General Revenue (\$266,299.23) and total end balance (\$462,440.78) in the November Cash Control Statement compared to the beginning balance of General Revenue (\$266,329.23) and the beginning total (\$462,410.78) on the December statement. It was discussed and felt to not be a problem considering the audit report showed no discrepancies. Any further discussion will be tabled until the Clerk returns from leave of absence. Rassier moved to accept the Treasurer’s report. Blonigen second. All in favor. Motion carried.

**For the Period :** 3/1/2026 To 3/31/2026

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$283,793.03	\$1,554.75	\$3,673.46	\$281,674.32
Road and Bridge	\$345,132.21	\$0.00	\$6,394.62	\$338,737.59
Demolition Escrow - Maciejewski	\$0.00	\$0.00	\$0.00	\$0.00
Novel Solar Decommissioning Escro	\$0.00	\$0.00	\$0.00	\$0.00
Novel Vegetation Plan Escro	\$0.00	\$0.00	\$0.00	\$0.00
Road Damage Deposit	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Fire Fund	\$38,410.23	\$0.00	\$0.00	\$38,410.23
General Capital Projects	\$17,520.64	\$0.00	\$0.00	\$17,520.64
ARPA Fund	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$687,856.11</b>	<b>\$1,554.75</b>	<b>\$10,068.08</b>	<b>\$679,342.78</b>

**Claims, Receipts & Payroll:** The claims (5013-5027) totaled \$3,405.19. The disbursements (**Appendix 1**) and receipts (**Appendix 2**) registers are appended. The approved payroll was \$3,373.00. The election judge payroll was \$1,019.01. Martini reported she received an invoice today from Mac’s for electrical work on the orange plow truck. She cut a check so it could be paid today to avoid incurring a late fee. It did not appear on the claims listing she provided. A Fleet invoice was for tires for the red truck. Klocker said that he lost check #11371 issued on March 25, 2025. It will be reissued. Rassier moved to void the original check and reissue a new one. There was

no second. Martini will research to figure out how to handle it in the books and report back at the next meeting. There are still outstanding checks from 2023. The accesses for Lumley and Dobis were examined and determined to be acceptable. Klocker moved to approve the return of the damage deposits for both. Blonigen second. All in favor. Motion carried. These will be paid in May. Blonigen moved to approve the claims, receipts and payroll. Rassier second. All in favor. Motion carried.

**Town Hall Report:** Klocker moved to approve Resolution 04-01-26-1, accepting the gift of a thermostat for the Town Hall. Rassier second. All in favor. Motion carried. Jansky will look into having the fire extinguishers serviced. The furnace filters were replaced. Defective windows will be replaced into June when the weather warms. Klocker moved to accept the Town Hall report. Blonigen second. All in favor. Motion carried.

**Road Report:**

1. **Snow** – we are ready if there is a snow this weekend. We should have enough salt sand.
2. **Crack-filling** – Shorewood should be done. Jansky will make a list of roads in need of crack-filling and seal coating.
3. **Roadwork** – Parkwood Circle and Queens are due for replacement based on our new road algorithm created by Blonigen. This would allow for about 2 miles to be resurfaced annually. It was suggested Stantec should be used for Parkwood Circle. On Queens Road, we should separate the culvert replacements from the milling and overlaying. St. Anna Drive is even worse than Parkwood. It was last redone in about 2012. The work was done in late October but didn't hold up. This road is also a priority especially because there is more traffic and higher speeds. Klocker suggested it was good to finish roads that have been previously done (*i.e.*, Queens, Tower, Parkwood). The fiber company never fixed the ditch on Queens. Klocker moved to have Lange's blade the gravel roads including Schirmers. Rassier second. All in favor. Motion carried.
4. **Road Inspection** – no action; maybe May.
5. **Manufactured Home Park** – too many items are in the road right-of-way which makes it difficult for plowing. No response from the owner has been received regarding moving the items. There were suggestions to mill the road or to vacate the road.
6. **325<sup>th</sup>** – garbage cans in the cul-de-sac are a problem for road maintenance, especially plowing. They should be kept off the road, not stored on the road, and be kept in private driveway. The Clerk will send a letter to the affected residents.
7. **Gophers** – they are causing some issues (*i.e.*, along Norway Road). The Town will look into who could be hired to trap along some of the bad areas.

Blonigen moved to accept the Road Report. Rassier second. All in favor. Motion carried.

**Business:**

1. **Lion's** – For an event, the Lion's want to use the triangular corner at 1st Street SE and 1 Street NE, or Kepper Ave and Norway Road. Klocker responded to them that if the event was in the road right-of-way the Town was fine with it, but if on private property, they should contact the owner. They have a liability policy in place for \$1million and they will be on private property not Town property.

2. **Boy Scouts** – Klocker moved to approve the Boy Scouts using the Town Hall. Blonigen second. All in favor. Motion carried.
3. **Liquor license – Immaculate Conception Church** – The original one the Town approved was lost. This is a redo since they need an original. Klocker moved to approve. Rassier second. All in favor. Motion carried.

**Other Business:** none

**Reports:** Blonigen reported on the *Fifth Monday* meeting.

**Announcements:**

- a) **Signs** (incl. 911) – none
- b) **Construction Site Permits** were issued to Chisholm Trust (15172 331<sup>st</sup> Street; wraparound deck) and Linn (18268 Upper Spunk Lake Road; dwelling with attached garages, porches).
- c) **Special Assessment Searches** – none
- d) **Feedlot permits** – none
- e) **County Hearings/Meeting** – none
- f) A request to use the Hall for a grad party was denied.
- g) A request to use the Hall for a Boy Scout Court of Honor, 5:00 to 8:30 PM, on April 26 was approved (see Business).
- h) The Township needs a new ditch mower. An articulated one would work well. The old one would be sold via auction.
- i) Water sampling is available through Stearns County.
- j) Gravel mining operations by Studniski and Heinen will need new permitting if they continue.
- k) If we do roadwork, we are requested to contact the County to check for any monuments in the road
- l) The Stearns County Officers Association meeting is April 23<sup>rd</sup>

**Old Business** – Culvert mapping project & County app; 135<sup>th</sup> Avenue project with St. Wendel; Case to display old documents; Window treatments for Town Hall; Exterior sign for the Hall; Salt shed overhang/awning; Employee *Handbook* including earned sick time etc.; Pipeline Agreement; brush cutter rental for 2025; Records to historical society

**Signatures** (as necessary)

- a. Audit Board Minutes
- b. Audit Board Report

**Announcement of next meeting:** May 6, 2026 at 7:00 PM

**Other Upcoming Meetings/Events**

- c. LBAE Meeting – April 13, 2026; 6:00 PM
- d. Stearns County Officer’s Association Meeting, Freeport – April 23
- e. PC Meeting – April 29, 2026

**Adjournment** – Blonigen moved to adjourn the meeting at 9:25 PM. Rassier second. All in favor. Motion carried.

**Respectfully submitted,**  
 Stephen G. Saupe, Clerk  
 Marion Gondringer, Acting Clerk

**date:** April 26, 2026

Supervisor Signatures:

date: \_\_\_\_\_

\_\_\_\_\_  
Craig Blonigen

\_\_\_\_\_  
Chad Klocker

\_\_\_\_\_  
Bryan Rassier

### Appendix 1. Disbursement Register

Avon Township		Disbursements Register					4/1/2026	
Fund Name:	All Funds							
Date Range:	03/01/2026 To 03/31/2026							
Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total	
03/04/2026	Payroll Period Ending 02/28/2026	11638	March 4 Payperiod	N	Treasurer	100-41510-103-	\$ 68.93	
	<b>Total For Check</b>	<b>11638</b>					<b>\$ 68.93</b>	
03/04/2026	Payroll Period Ending 02/28/2026	11640	March 4 Payperiod	N	Ice and Snow Removal	201-43125-103-	\$ 546.86	
	<b>Total For Check</b>	<b>11640</b>					<b>\$ 546.86</b>	
03/04/2026	Payroll Period Ending 02/28/2026	11641	March 4 Payperiod	N	Ice and Snow Removal	201-43125-103-	\$ 1,158.34	
	<b>Total For Check</b>	<b>11641</b>					<b>\$ 1,158.34</b>	
03/04/2026	Payroll Period Ending 02/28/2026	11642	March 4 Payperiod	N	Council/Town Board	100-41110-103-	\$ 28.93	
	<b>Total For Check</b>	<b>11642</b>					<b>\$ 28.93</b>	
03/04/2026	Payroll Period Ending 02/28/2026	11643	March 4 Payperiod	N	Treasurer	100-41510-103-	\$ 291.14	
	<b>Total For Check</b>	<b>11643</b>					<b>\$ 291.14</b>	
03/04/2026	Payroll Period Ending 02/28/2026	11644	March 4 Payperiod	N	Council/Town Board	100-41110-103-	\$ 137.86	
	<b>Total For Check</b>	<b>11644</b>					<b>\$ 137.86</b>	
03/04/2026	Payroll Period Ending 02/28/2026	11645	March 4 Payperiod	N	Council/Town Board	100-41110-103-	\$ 68.93	
	<b>Total For Check</b>	<b>11645</b>					<b>\$ 68.93</b>	
03/04/2026	Payroll Period Ending 02/28/2026	11646	March 4 Payperiod	N	Clerk	100-41425-103-	\$ 371.96	
	<b>Total For Check</b>	<b>11646</b>					<b>\$ 371.96</b>	
03/04/2026	MARION GONDRINGER	11647	mileage	N	Elections	100-41410-331-	\$ 15.23	
	<b>Total For Check</b>	<b>11647</b>					<b>\$ 15.23</b>	
03/04/2026	Casey Jansky	11648	part supplies	N	General Government Buildings and Plant	201-41940-223-	\$ 212.20	
	<b>Total For Check</b>	<b>11648</b>					<b>\$ 212.20</b>	
03/04/2026	Chad Klocker	11649	gas for plow truck, registration for plow truck	N	Road and Bridge Equipment	201-43126-212-	\$ 79.01	
		11649				201-43126-217-	\$ 37.00	
	<b>Total For Check</b>	<b>11649</b>					<b>\$ 116.01</b>	
03/04/2026	KELLY MARTINI	11650	sheet protectors	N	Treasurer	100-41510-203-	\$ 28.69	
	<b>Total For Check</b>	<b>11650</b>					<b>\$ 28.69</b>	

Fund Name: All Funds

Date Range: 03/01/2026 To 03/31/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
03/04/2026	STAR PUBLICATIONS, LLC	11651	Inv #2026-38086	N	Council/Town Board	100-41110-351-	\$ 39.12
	<b>Total For Check</b>	<b>11651</b>					<b>\$ 39.12</b>
03/04/2026	American Solutions for Business	11652	checks	N	Treasurer	100-41510-203-	\$ 340.66
	<b>Total For Check</b>	<b>11652</b>					<b>\$ 340.66</b>
03/04/2026	Belgrade Coop	11653	Inv # 71498 788.2 gallons @ 1.74	N	General Government Buildings and Plant	100-41940-310-	\$ 1,371.47
	<b>Total For Check</b>	<b>11653</b>					<b>\$ 1,371.47</b>
03/04/2026	Opatz Metals	11654	Garbage/ inv#028522	N	Waste (Refuse) Disposal	100-43240-384-	\$ 49.50
	<b>Total For Check</b>	<b>11654</b>					<b>\$ 49.50</b>
03/04/2026	Sign Co	11655	Inv # 9683 - Plow Truck Logo	N	Road and Bridge Equipment	201-43126-228-	\$ 180.00
	<b>Total For Check</b>	<b>11655</b>					<b>\$ 180.00</b>
03/04/2026	CENTRAL HYDRAULICS, INC	11656	Inv#00665843	N	General Government Buildings and Plant	201-41940-221-	\$ 1,137.10
	<b>Total For Check</b>	<b>11656</b>					<b>\$ 1,137.10</b>
03/04/2026	Imperial Machine Inc	11657	Inv# 365784 - Plow wing bracket	N	Road and Bridge Equipment	201-43126-221-	\$ 190.00
	<b>Total For Check</b>	<b>11657</b>					<b>\$ 190.00</b>
03/04/2026	LITTLE FALLS MACHINE, INC.	11658	PARTS FOR TRUCKS Inv # 376004	N	Ice and Snow Removal	201-43125-221-	\$ 2,001.97
	<b>Total For Check</b>	<b>11658</b>					<b>\$ 2,001.97</b>
03/04/2026	M R SIGN	11659	INV #230453	N	Highways, Streets & Roadways	201-43101-226-	\$ 47.78
	<b>Total For Check</b>	<b>11659</b>					<b>\$ 47.78</b>
03/04/2026	THE STORE	11660	FUEL FOR TRUCKS -January	N	Road and Bridge Equipment	201-43126-212-	\$ 371.15
	<b>Total For Check</b>	<b>11660</b>					<b>\$ 371.15</b>
03/04/2026	PERA	WD030420261	DCP & Coordinated Plans	N	Clerk	100-41425-103-	\$ 60.98
		WD030420261			Treasurer	100-41510-103-	\$ 33.50
	<b>Total For Check</b>	<b>WD030420261</b>					<b>\$ 94.48</b>
03/04/2026	INTERNAL REVENUE SERVICE	WD030420262	February taxes	N	Council/Town Board	100-41110-121-	\$ 19.60
		WD030420262				100-41110-122-	\$ 83.70
		WD030420262				100-41110-171-	\$ 40.00
		WD030420262			Clerk	100-41425-121-	\$ 26.12
		WD030420262				100-41425-122-	\$ 111.60
		WD030420262			Treasurer	100-41510-121-	\$ 16.40
		WD030420262				100-41510-122-	\$ 70.06

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Fund Name: All Funds

Date Range: 03/01/2026 To 03/31/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		WD030420262			Ice and Snow Removal	201-43125-121-	\$ 74.32
		WD030420262				201-43125-122-	\$ 318.06
		WD030420262				201-43125-171-	\$ 40.83
	<b>Total For Check</b>	<b>WD030420262</b>					<b>\$ 800.69</b>
03/04/2026	XCEL ENERGY	WD030420263	electric bill	N	General Government Buildings and Plant	100-41940-380-	\$ 339.57
	<b>Total For Check</b>	<b>WD030420263</b>					<b>\$ 339.57</b>
03/04/2026	Albany Mutual Telephone	WD030420264	Internet	N	Clerk	100-41425-325-	\$ 59.51
	<b>Total For Check</b>	<b>WD030420264</b>					<b>\$ 59.51</b>
<b>Total For Selected Checks</b>							<b>\$ 10,068.08</b>

## Appendix 2. Receipts Register

Avon Township		Receipts Register						4/1/2026
Fund Name: All Funds								
Date Range: 03/01/2026 To 03/31/2026								
Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
03/03/2026	Belgrade Co-op Assn	2028	Patronage Amount Earned	(03/03/2026) -	N	Refund Propane	100-34150-	\$ 35.65
								<u>\$ 35.65</u>
03/05/2026	Margo Black	2029	variance fee	(03/05/2026) -	N	Variance Hearing	100-32299-	\$ 400.00
								<u>\$ 400.00</u>
03/05/2026	Doug & Tamara Edwards	2030	variance fee	(03/05/2026) -	N	Variance Hearing	100-32299-	\$ 400.00
								<u>\$ 400.00</u>
03/11/2026	MN State	2031	Fine Violations	(03/11/2026) -	N	Township share of fine violations in county	100-35105-	\$ 53.32
								<u>\$ 53.32</u>
03/16/2026	Midcontinent	2032	cable fee	(03/16/2026) -	N	Royalties	100-36220-	\$ 221.65
								<u>\$ 221.65</u>
03/31/2026	American Heritage	2033	MMR Interest	(03/31/2026) -	N	Interest Earning	100-36210-	\$ 403.19
								<u>\$ 403.19</u>
03/31/2026	Magnifi	2034	MMR Interest	(03/31/2026) -	N	Interest Earning	100-36210-	\$ 40.94
								<u>\$ 40.94</u>
<b>Total for Selected Receipts</b>								<u><u>\$ 1,554.75</u></u>