

Avon Township Supervisors Meeting – March 4, 2026

Tentative Agenda Packet

1. Call to order – 7:00 PM; Avon Township Hall, Queens Road, Avon (MN). Also, available via Zoom (*see footnote below*)
2. Pledge of Allegiance
3. Roll Call
4. Approval of agenda
5. Approval of minutes – February 4, 2025
6. Public Hearings – *none scheduled*
7. Public Comments
8. Planning Commission Report
 - a. Frie variance – request for a variance to construct a garage 23.4 feet (I think) closer to the COR than is currently permitted Ordinance #6, 9.9.9A(3); Motion to set public hearing at March 25 PC meeting at 7:05 PM.
 - b. Edwards variance – Request for a variance to construct a garage 13 feet closer to the COR than is currently permitted by Ordinance #6, 9.9.9A(3); Motion to set a public hearing at March 25 PC meeting at 7:15 PM or after the Frie hearing, whichever is latest.
9. Treasurer’s Report – *Kelly Martini*
 - a. Approval of the Treasurer’s Report & Cash Control Statement
 - b. Clarify in minutes discrepancy between end balance of Road & Bridge and General in December and beginning balance in January.
 - c. Discussion/approval of plan for Clerk & Deputy Clerk to split monthly stipend during Clerk’s leave of absence
 - d.
10. Claims & Payroll – *Kelly Martini*
 - a. Approval of claims, receipts & payroll
 - b.
11. Town Hall Report
 - a.
 - b.
12. Road Report & Roadwork Update
 - a. Road inspection – is another necessary? If so, set inspection
 - b.
13. Scheduled Business
 - a. Fire Board – report, update, implications for Township, effect on levy, review levy amounts
 - b. Audit Board Minutes – review/edit levy amounts as necessary/approve
 - c. Audit Board report – review/edit/approve
 - d. Annual Meeting planning – review agenda, etc.
 - e. Adoption of emergency election plan – Fr. Gregory ok’d use of the St. Anna Church basement
 - f. Authorize participation in MAT Spring Short Course
 - g. Request by Lion’s Club (*see text below*)
 - h. Election update – Martini (supply pickup, judges, prePAT done, PAT, etc.)
 - i. Field calls for the township – Clerk, Supervisors, options
 - j. PC – performance reviews of current member; see document (https://www.avontownshipmn.gov/images/docs/planning_commission/Guidelines_and_procedures_2025.pdf).
 - k. Orderly Annexation Agreement – to be signed

Note: The complete agenda is available at www.avontownshipmn.gov. All Town Meetings are available via Zoom at <https://us02web.zoom.us/j/8325486945>. Passcode: AvonTown. The Clerk may record the proceedings of this meeting to ensure accuracy of the minutes. The recording will be deleted upon completion of minutes and will not become public (Resolution 01-03-18).

14. Other Business (*added at meeting*)
 - a.
 - b.
15. Reports
 - a.
16. Announcements
 - a. **Signs** (incl. 911) – none
 - b. **Construction Site Permits** – none
 - c. **Special Assessment Searches** – none
 - d. **Feedlot permits** – Morgel Farm (36882 COUNTY ROAD 155 AVON MN 56310)
 - e. **County Hearings/Meeting** – none
 - f. **Fire Department** (January 2026 calls) – **City:** Medical 6, Fire/Other 3; **Town:** Medical 10; Fire/Other 0; **Collegeville:** Medical 1, Fire/Other 0; **St. Wendel:** Medical 0, Fire/Other 0; **I-94,** 0.
 - g. Question received whether a cabin scheduled to be replaced at 33485 Poverty Point Drive has gotten a CSP (no public record yet)
 - h. Complaint regarding burning smelly materials on Upper Spunk Lake Road. Suggested call Sheriff's department.
 - i.
17. Old Business – Culvert mapping project & County app; 135th Avenue project with St. Wendel; Case to display old documents; Window treatments for Town Hall; Exterior sign for the Hall; Hiring HR / payroll company; Salt shed overhang/awning; Employee *Handbook* including earned sick time etc.; Pipeline Agreement; brush cutter rental for 2025; Records to historical society
18. Signatures (*as necessary*)
 - a.
19. Announcement of next meeting: April 1 (*no foolin'*), 2026 at 7:00 PM
20. Other Upcoming Meetings/Events
 - a. Township Day at the Capitol – March 2, 2026
 - b. Town Hall open to accept absentee ballots – March 7, 2026; 10 AM – 12 PM
 - c. Public Accuracy Test – March 7, 2026; 10:15 AM
 - d. Town Hall open to accept absentee ballots – March 9, 2026; 1-5 PM
 - e. Township election (2-8 PM) & Annual Meeting (8:15 PM) – March 10, 2026
 - f. Township Organization/Qualification meeting – March 18, 7:00 PM
 - g. MAT Spring Short Course – March 24, 2026 (St. Cloud)
 - h. LBAE Meeting – April 13; 6:00 PM
21. Adjournment

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

February 4, 2025

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, and Kelly Martini. Absent: Bryan Rassier. Clerk Saupe is on leave of absence. There was a quorum. Also present – Paul Buttweiler, Casey Jansky, and Andrew Wensmann.

Approval of Agenda: Klocker moved to approve the agenda as presented. Blonigen second. Both in favor. Motion carried.

Minutes: Blonigen moved to approve the minutes from the January 7, 2025 meeting as presented. Klocker second. All in favor. Motion carried.

Public Hearings: none scheduled

Public Comments: There were no public comments.

Planning Commission (PC) Report – *presented by Andrew Wensmann*

- Frie variance inquiry** – Ms. Cindy Frie (34139 Lower Spunk Lane; PID 03.01227.0007) appeared at the meeting to discuss a variance to construct an addition to her garage that would be closer to the road right-of-way than currently permitted. Because it was not clear to the PC the exact variance she would require, Ms. Frie was requested to get an updated survey because it was not clear how close the structure would be to the center-of-the-road. She emailed a revised survey. The PC will examine the request at their February meeting and forward a recommend to the Supervisors for setting a public hearing at the March meeting. The Supervisors expressed concerns about how close any new addition will be and especially access of the proposed addition directly from the road, rather than from the side as in a previous plan.
- Hunting law change** – The County is looking for input on the new legislation. The PC discussed the upcoming change but had no recommendation. The Supervisors agreed and will take no action. No Township recommendations regarding the proposed changes will be made to the County.
- Permits in 2025** – the County maintains a listing of permits. The PC reviewed permits this year to ensure the County database was up to date.
- Road Plan** – Blonigen has been working on updating our road inventory. He created a nifty algorithm to determine which roads are in need of resurfacing. There is a slight discrepancy between the road mileage numbers maintained by the County and Township, perhaps due to rounding differences. The Town will consider remeasuring at some point in the future.

- 5. **Emergency Election Plan** – the PC reviewed and edited the elections emergency plan. An alternate elections site is currently St. Anna Church. We will do a little more research.
- 6. **Emergency Contact List** – the PC discussed who should be listed (all Supervisors, Clerk). It will be posted at the Hall.

Blonigen moved to approve the PC report. Klocker second. Both in favor. Motion carried.

Treasurer’s Report: The Treasurer provided the Cash Control statement from January 1, 2026 to January 31, 2026 (*appended below*) and read the Treasurer’s report. Blonigen moved to accept the Treasurer’s report. Klocker second. Both in favor. Motion carried.

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

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$303,428.85	\$1,649.01	\$27,689.82	\$277,388.04
Road and Bridge	\$311,395.56	\$3,425.68	\$14,758.20	\$300,063.04
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	\$110,796.70	\$1,345.53	\$73,732.00	\$38,410.23
General Capital Projects	\$17,475.79	\$44.85	\$0.00	\$17,520.64
ARPA Fund	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$746,096.90	\$6,465.07	\$116,180.02	\$636,381.95

Claims, Receipts & Payroll: The claims (4979-4993) totaled \$7,149.04. Claim 4978 was for the new plow for \$25,000. The disbursements (**Appendix 1**) and receipts (**Appendix 2**) registers are appended. The approved payroll was \$4,100.04.

A request to return a driveway deposit for Lumley will be held until the project can be adequately inspected. It currently appears wider than approved. Checks 11617 and 11637 were voided. Martini reported that we didn’t receive any gravel tax this year.

Blonigen moved to accept the Cash Control Statement and Treasurer’s Report, and the Claims, Receipts and Payroll. Blonigen second. Both in favor. Motion carried.

Town Hall Report: Windows will be examined in the spring. The electric bill seemed high. Perhaps someone inadvertently turned up the thermostat on the in-floor heating unit. The on-demand water heater in the shop doesn’t work. Soap dispensers in the bathroom don’t work – they will be replaced with hand pumps.

Road Report: We have been plowing quite a bit. All is well. A swing-away box/post was damaged; it will be replaced. There is a concern that the title for the new truck has the wrong year. Klocker will follow up with DMV. Some residents have raised their mailboxes on 4x4’s to make it easier for the post office to access it. It could cause a problem for the plow. There are obstacles on the side of the road at the mobile home park. The Town has a tax-free number for Harbor Freight. Klocker will order salt when it is needed.

Blonigen moved to approve the Road Report and Town Hall report. Blonigen second. Both in favor. Motion carried.

Business:

1. **MAT Spring Short Course** – Authorization to attend the meeting on March 24, 2026 (St. Cloud Holiday Inn) will be handled next month.
2. **LBAE meeting** – The meeting has been scheduled for April 13, 6:00 PM by the Assessor's office. This works for the Supervisors.
3. **Hand sanitizing stations** – Martini removed them from the Hall and entryway.
4. **OAA Legals/PID's updated** – Changes are acceptable to the Supervisors. Klocker moved to accept the updates to the Orderly Annexation Agreement. Blonigen second. Both in favor. Motion carried.

Other Business: *none*

Reports:

1. **Fifth Monday** –Blonigen attended the meeting. They are having financial issues and looking at a potential 3% cut in the budget. Albany Township may assess residents on Sand Lake road for a project.

Announcements:

- a) **Signs** (incl. 911) – none
- b) **Construction Site Permits** – none
- c) **Special Assessment Searches** – none
- d) **Feedlot permits** – none
- e) **County Hearings/Meeting** – none
- f) **Fire Department** (December 2025 calls) – **City:** Medical 5, Fire/Other 0; **Town:** Medical 4; Fire/Other 1; **Collegeville:** Medical 4, Fire/Other 0; **St. Wendel:** Medical 0, Fire/Other 0; **I-94,** 3.
- g) An inquiry was received from Magnifi Financial regarding for Certificate of Occupancy for new construction. These are not done by the Township.
- h) A Uline catalog was received.
- i) An LTAP workshop brochure was received. Topics include chainsaw safety, leadership skills, management, and roadway maintenance.
- j) An emergency preparedness survey completed for County.
- k) A brochure was received from Willenbring for tree trimming/removal for hire (ajw8690@gmail.com; 320-290-0450).
- l) Lisa Gilk inquired about a potential rezoning request.
- m) A gambling permit was signed for a St. Anna Sportsmen's Club raffle.

Old Business: Culvert mapping; 135th Avenue project with St. Wendel; Windows; Case to display old documents; Window treatments; Exterior sign for the Hall; hiring HR / payroll company; salt shed overhang/awning; CDL License changes; Employee *Handbook*, concrete sealing; *Employee Handbook* including earned sick time etc.; Pipeline Agreement.

Signatures / Documents / Treasurer: Documents were signed as necessary.

Announcement of Next Regular Supervisor Meeting: March 4, 2026; 7:00 PM.

Other Upcoming Meetings/Events: *(available on Zoom at the URL above):*

- a) Town Hall open to accept absentee ballots – March 7, 2026; 10 AM – 12 PM
- b) Public Accuracy Test – March 7, 2026; 10:15 AM
- c) Town Hall open to accept absentee ballots – March 9, 2026; 1-5 PM
- d) Township election (2-8 PM) & Annual Meeting (8:15 PM) – March 10, 2026

Adjournment. Blonigen moved to adjourn the meeting at about 8:30 PM. Klocker second. All in favor. Motion carried. Meeting adjourned.

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

date: February 20, 2026

Supervisor Signatures:

date: _____

Craig Blonigen

Chad Klocker

Bryan Rassier

Appendix 1. Disbursement Register

Avon Township

Disbursements Register

2/3/2026

Fund Name: All Funds

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

<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>
01/07/2026	Payroll Period Ending 12/31/2025	11589	January 7 Payperiod	N	Clerk	100-41425-103-	\$ 351.98
	Total For Check	11589					\$ 351.98
01/07/2026	Payroll Period Ending 12/31/2025	11590	January 7 Payperiod	N	Ice and Snow Removal	201-43125-103-	\$ 2,241.16
	Total For Check	11590					\$ 2,241.16
01/07/2026	Payroll Period Ending 12/31/2025	11591	January 7 Payperiod	N	Ice and Snow Removal	201-43125-103-	\$ 2,195.25
	Total For Check	11591					\$ 2,195.25
01/07/2026	Payroll Period Ending 12/31/2025	11592	January 7 Payperiod	N	Treasurer	100-41510-103-	\$ 292.62
	Total For Check	11592					\$ 292.62
01/07/2026	Payroll Period Ending 12/31/2025	11593	January 7 Payperiod	N	Council/Town Board	100-41110-103-	\$ 65.51
	Total For Check	11593					\$ 65.51
01/07/2026	Payroll Period Ending 12/31/2025	11594	January 7 Payperiod	N	Clerk	100-41425-103-	\$ 393.07
	Total For Check	11594					\$ 393.07
01/07/2026	Payroll Period Ending 12/31/2025	11595	January 7 Payperiod	N	Council/Town Board	100-41110-103-	\$ 138.52
	Total For Check	11595					\$ 138.52
01/07/2026	Payroll Period Ending 12/31/2025	11596	January 7 Payperiod	N	Council/Town Board	100-41110-103-	\$ 69.26
	Total For Check	11596					\$ 69.26
01/07/2026	Chad Klocker	11597	skid loader window	N	Road and Bridge Equipment	201-43126-403-	\$ 241.44
	Total For Check	11597					\$ 241.44
01/07/2026	Casey Jansky	11598	oasis post mount	N	General Government Buildings and Plant	201-41940-223-	\$ 107.42
	Total For Check	11598					\$ 107.42
01/07/2026	Dillon Hedlund	11599	coupler, hose, seal tape, radiator cap	N	Road and Bridge Equipment	201-43126-221-	\$ 89.97
	Total For Check	11599					\$ 89.97
01/07/2026	STAR PUBLICATIONS, LLC	11600	Inv #2025-20203	N	Council/Town Board	100-41110-351-	\$ 75.20
	Total For Check	11600					\$ 75.20

Fund Name: All Funds

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

<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>
01/07/2026	DVS Renewal	11601	2014 MIDS TRL, 2017 FORD SRW, 1996 FORD CHA	N	Road and Bridge Equipment	201-43126-212-	\$ 20.25
		11601				201-43126-212-	\$ 20.25
		11601				201-43126-212-	\$ 20.25
		Total For Check					\$ 60.75
01/07/2026	MATIT	11602	Inv # 15377	N	Insurance (LMCIT, MATIT, workers comp, etc)	100-41970-360-	\$ 355.00
		Total For Check					\$ 355.00
01/07/2026	STANTEC CONSULTING SERVICES INC	11603	Inv# 2456673 #2503935	N	Paved Streets	201-43121-300-	\$ 878.20
		11603				201-43121-300-	\$ 2,504.75
		Total For Check					\$ 3,382.95
01/07/2026	DRH Transport LLC	11604	DOT MACK 08	N	Road and Bridge Equipment	201-43126-300-	\$ 100.00
		Total For Check					\$ 100.00
01/07/2026	MAC's HARDWARE	11605	Inv #953048, #953072, #953099, #953153	N	Other General Government	100-41901-227-	\$ 11.99
		11605			Road and Bridge Equipment	201-43126-221-	\$ 346.56
		11605				201-43126-221-	\$ 65.93
		11605				201-43126-228-	\$ 51.95
		Total For Check					\$ 476.43
01/07/2026	Andy's Towing	11606	1996 Ford Ditch pullout, 2008 Mack Ditch pullout	N	Ice and Snow Removal	201-43125-310-1996	\$ 863.06
		11606				201-43125-310-2008	\$ 654.71
		Total For Check					\$ 1,517.77
01/07/2026	LANGE TRENCHING, INC	11607	8.5 blading roads, 58.36 class 5 on Peach Drive	N	Paved Streets	201-43121-300-	\$ 1,530.00
		11607				201-43121-300-	\$ 827.00
		Total For Check					\$ 2,357.00
01/07/2026	CENTRAL HYDRAULICS, INC	11608	Inv#661170	N	General Government Buildings and Plant	201-41940-221-	\$ 550.72
		Total For Check					\$ 550.72
01/07/2026	ALBANY AUTO VALUE	11609	battery, anti gel diesel extre	N	Road and Bridge Equipment	201-43126-221-	\$ 383.98
		11609				201-43126-221-	\$ 49.91
		Total For Check					\$ 433.89

Fund Name: All Funds
 Date Range: 01/01/2026 To 01/31/2026

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
01/07/2026	THE STORE	11610	FUEL FOR TRUCKS -November	N	Road and Bridge Equipment	201-43126-212-	\$ 775.85
		Total For Check	11610				\$ 775.85
01/07/2026	CITY OF AVON	11611	2025 2nd half fire contract	N	Fire	226-42201-310-	\$ 73,732.00
		Total For Check	11611				\$ 73,732.00
01/07/2026	Payroll Period Ending 12/31/2025	11612	January 7 Payperiod	N	Other General Government	201-41901-103-	\$ 96.97
		Total For Check	11612				\$ 96.97
01/07/2026	XCEL ENERGY	WD010720261	electric bill	N	General Government Buildings and Plant	100-41940-380-	\$ 462.60
		Total For Check	WD010720261				\$ 462.60
01/07/2026	Albany Mutual Telephone	WD010720262	Internet	N	Clerk	100-41425-325-	\$ 59.51
		Total For Check	WD010720262				\$ 59.51
01/07/2026	PERA	WD010720263	DCP & Coordinated Plans	N	Council/Town Board	100-41110-103-	\$ 7.50
		WD010720263			Clerk	100-41425-103-	\$ 102.40
		WD010720263			Treasurer	100-41510-103-	\$ 33.50
		Total For Check	WD010720263				\$ 143.40
01/07/2026	INTERNAL REVENUE SERVICE	WD010720264	December taxes	N	Council/Town Board	100-41110-121-	\$ 13.08
		WD010720264			Clerk	100-41110-122-	\$ 55.80
		WD010720264			Clerk	100-41425-121-	\$ 22.78
		WD010720264			Clerk	100-41425-122-	\$ 97.34
		WD010720264			Treasurer	100-41510-121-	\$ 14.08
		WD010720264			Treasurer	100-41510-122-	\$ 60.14
		WD010720264			Ice and Snow Removal	201-43125-121-	\$ 26.98
		WD010720264			Ice and Snow Removal	201-43125-122-	\$ 115.64
		Total For Check	WD010720264				\$ 405.84
01/07/2026	MINNESOTA REVENUE	WD010720265	2025 4th quarter	N	General Government Buildings and Plant	100-41940-103-	\$ 7.94
		Total For Check	WD010720265				\$ 7.94
01/20/2026	CITY OF DEEPHAVEN	11613	2006 STERLING	N	Road and Bridge Equipment	100-43126-550-	\$ 25,000.00
		Total For Check	11613				\$ 25,000.00
Total For Selected Checks							\$ 116,180.02

Appendix 2. Receipts Register

Avon Township		Receipts Register						2/3/2026	
Fund Name: All Funds									
Date Range: 01/01/2026 To 01/31/2026									
Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total	
01/02/2026	Avon Auto Repair	2014	tax refund	(01/02/2026) -	N	Avon Auto Repair Refund	201-34152-	\$ 45.94	
								<u>\$ 45.94</u>	
01/09/2026	Steve Saupe	2015	Affidavit of Candidacy - Clerk	(01/09/2026) -	N	Recording of Legal Instruments	100-34102-	\$ 2.00	
								<u>\$ 2.00</u>	
01/09/2026	Chad Klocker	2016	Affidavit of Candidacy - Supervisor	(01/09/2026) -	N	Recording of Legal Instruments	100-34102-	\$ 2.00	
								<u>\$ 2.00</u>	
01/20/2026	Midcontinent	2017	cable fee	(01/20/2026) -	N	Royalties	100-36220-	\$ 235.10	
								<u>\$ 235.10</u>	
01/23/2026	Stearns County	2018	2025 Tax Settlement	(01/23/2026) -	N	Current Ad Valorem Taxes	100-31010-	\$ 984.85	
							Mobile Home Tax	100-31030-	\$ 22.60
							Current Ad Valorem Taxes	201-31010-	\$ 3,303.94
							Mobile Home Tax	201-31030-	\$ 75.80
							Current Ad Valorem Taxes	226-31010-	\$ 1,315.35
							Mobile Home Tax	226-31030-	\$ 30.18
							Current Ad Valorem Taxes	401-31010-	\$ 43.85
							Mobile Home Tax	401-31030-	\$ 1.00
								<u>\$ 5,777.57</u>	
01/31/2026	American Heritage	2019	MMR Interest	(01/31/2026) -	N	Interest Earning	100-36210-	\$ 377.24	
								<u>\$ 377.24</u>	
01/31/2026	Magnifi	2020	MMR Interest	(01/31/2026) -	N	Interest Earning	100-36210-	\$ 25.22	
								<u>\$ 25.22</u>	
Total for Selected Receipts								<u><u>\$ 6,465.07</u></u>	

Fire Board Report

To: Avon Township Residents
From: Avon Fire Department
Re: Annual Fire Billing

Residents of Avon Township,

Annual Fee for 2026 **\$185,505**

Distribution of 2026 Fees:

General Account	\$84,179
Capital Account	\$33,832
New Fire Hall Reimbursement	\$67,494

Proposed Fee for 2027 **\$229,527**

Distribution of 2027 Fees:

General Account	\$127,597
Capital Account	\$36,439
New Fire Hall Reimbursement	\$65,491

Respectfully Submitted,

Chuck Swensen
Avon Fire Department Chief

Minutes of the Avon Township Board of Audit Meeting February 4, 2026

Call to Order – Supervisor Chad Klocker called the meeting to order at 6:17 PM in the Main Chamber of the Avon Township Hall, 16881 Queens Road, Avon (MN). The meeting was also available via Zoom (see website for login instructions).

Pledge of Allegiance – the Pledge was recited.

Roll Call – Present: Craig Blonigen, Chad Klocker, Kelly Martini, and Marion Gondringer (Deputy Clerk). A quorum was present. Also present: Paul Buttweiler (*Deputy Treasurer*). Steve Saupe on leave of absence.

Agenda – Blonigen moved to approve the agenda as presented. Klocker second. All in favor. Motion carried.

Scheduled Business

- Examination of Claims & Receipts** – The Supervisors audited the claims and receipts from 2025. A member of public, LeRoy Gondringer, randomly selected five claims and five receipts. Each was examined and compared to the records maintained independently by the Treasurer and Clerk/Deputy Clerk. The claims and receipts were found to be in order; all were allowed. A summary of the claims **Table 1** and receipts (**Table 2**) that were examined are given below.

Table 1: Summary of the 2025 claims audited at the 2026 Audit Board Meeting				
Claim/check #	Date (2025)	Amount	Claim	Allowed?
4782	1/8	\$69.74	Craig Blonigen – office supplies	Yes
4805	2/5	203.64	Central McGowan	Yes
4816	3/5	371.30	Star-Publications	Yes
4840	5/7	\$58.13	Steve Saupe – office supplies	Yes
4865	6/4	\$73,732.00	City of Avon	Yes

Table 2: Summary of the 2025 receipts audited at the 2026 Audit Board Meeting				
Receipt #	Date (2025)	Amount	Receipt	OK
1917	1/23	\$4,637	Final tax settlement	Yes
1924	2/13	\$246.75	Midcontinent - royalties	Yes
1943	5/30	\$250.00	Shady’s Sunset Bay	Yes
1955	6/26	\$150.00	Jared Maleska – 911 sign	Yes
1982	9/30	\$502.91	American Heritage – interest	Yes

- Examine / Audit Town Accounts** – The year-end financial records maintained independently by the Treasurer (**Appendix 1 & 2**) and by the Clerk/Deputy Clerk (**Appendix 3**) were examined and compared. The Treasurer noted that there were two ways to present the year-end statements due to the transfer of \$40K from one account to another. The Supervisors selected the one that provided the necessary information yet was easiest to understand for the public. Klocker noted some discrepancies in the two sets of records. These were corrected.
- Examine / Audit Bank Accounts** – The bank account balances independently maintained by the Treasurer and Clerk/Deputy Clerk were examined and compared. They were identical.

- 4. **Budget for 2026** – The Supervisors examined the budgeted and actual disbursements and receipts from 2025. A few changes were made for 2027.
- 5. **Levy for 2026** – After analyzing the financial status of the Township and the Levy History (**Table 3**), the Supervisors determined the levy amounts for 2027 that they will recommend to the residents for approval at the Annual Meeting (**Table 4**).

Table 3: Avon Township Levy History										
Fund	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
General Revenue	\$155,000	\$162,000	\$156,000	\$82,850	\$82,850	\$86,110	\$101,310	\$109,350	\$112,350	\$89,950
Road & Bridge	\$199,100	\$196,100	\$196,100	\$315,600	\$315,600	\$350,000	\$343,690	\$379,750	\$376,750	\$420,950
Fire	\$68,000	\$63,000	\$70,000	\$70,000	\$70,000	\$92,000	\$83,000	\$150,000	\$150,000	\$184,000
Capital Reserve	\$2,000	\$3,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$5,000	\$5,000	\$5,000
Total	\$424,100	\$424,100	\$424,100	\$470,450	\$470,450	\$530,110	\$530,000	\$644,100	\$644,100	\$699,900

Table 4: Proposed Levy for 2027	
Fund	Amount
General Revenue	\$89,950
Road & Bridge	\$420,950
Fire	\$184,000
Capital Reserve	\$5,000
Total	\$699,900

- 6. **Audit Results** – Blonigen moved to approve the 2026 audit of the 2025 financial records and the levy for 2027. Klocker second. Both in favor. Motion carried.
- 7. **Audit Board Report** – the Supervisors summarized the results of the 2025 audit in the Audit Board Report (*see separate document*). Blonigen moved to approve the Audit Board report for 2025. Klocker second. Both in favor. Motion carried.
- 8. **Adjournment** – Motion by Blonigen to adjourn the meeting at 6:58 PM. Second by Klocker. All in favor. Motion carried. Meeting adjourned.

Respectfully submitted,
 Stephen G. Saupe, Clerk
 Marion Gondringer, Deputy Clerk

date: _____

Supervisor Approval:

date: _____

 Craig Blonigen

 Chad Klocker

 Bryan Rassier

Appendix 1. Treasurer 2025 Year-end Cash Control Statement

As on 12/31/2025

Fund	Beginning Balance	Receipts	Sale of		Disbursement
			Investments	Transfers In	
General Fund	261,094.89	163,874.30	0.00	0.00	81,540.34
Road and Bridge	392,179.34	426,884.95	0.00	0.00	507,668.73
Demolition Escrow - Maciejewski	0.00	0.00	0.00	0.00	0.00
Novel Solar Decommissioning Escro	0.00	0.00	0.00	0.00	0.00
Novel Vegetation Plan Escro	0.00	0.00	0.00	0.00	0.00
Road Damage Deposit	1,000.00	3,000.00	0.00	0.00	1,000.00
Fire Fund	86,639.57	147,624.63	0.00	0.00	123,467.50
General Capital Projects	51,103.01	4,918.78	12,670.00	40,000.00	91,216.00
ARPA Fund	0.00	0.00	0.00	0.00	0.00
Total :	792,016.81	746,302.66	12,670.00	40,000.00	804,892.57

Appendix 2. Treasurer 2025 Escrow Summaries

Avon Township

Schedule 8 - Investment Activity with Accrued Interest

2/3/2026

For the Period: 1/1/2025 to 12/31/2025

Demolition Escrow - Maciejewski CD

Date	Previous Balance	Deposits	Withdrawals	Interest	Ending Balance
02/13/2025	\$ -	\$ 62,500.00	\$ -	\$ -	\$ 62,500.00
03/13/2025	62,500.00	-	-	192.98	62,692.98
04/13/2025	62,692.98	-	-	214.32	62,907.30
05/13/2025	62,907.30	-	-	208.11	63,115.41
06/13/2025	63,115.41	-	-	215.76	63,331.17
07/13/2025	63,331.17	-	-	209.51	63,540.68
08/13/2025	63,540.68	-	-	217.21	63,757.89
09/13/2025	63,757.89	-	-	217.96	63,975.85
10/12/2025	63,975.85	-	-	211.65	64,187.50
11/12/2025	64,187.50	-	-	219.42	64,406.92
12/12/2025	64,406.92	-	-	213.07	64,619.99

Investment Breakdown by Fund

207	\$ -	\$ 62,500.00	\$ -	\$ 2,119.99	\$ 64,619.99
Investment Total	\$ 0.00	\$ 62,500.00	\$ -	\$ 2,119.99	\$ 64,619.99

Fund	Starting Balance	Deposits	Withdrawals	Interest	Ending Balance
205	\$ 2,073.09	\$ -	\$ -	\$ 25.91	\$ 2,099.00
206	-	200,000.00	-	6,948.26	206,948.26
207	-	62,500.00	-	2,119.99	64,619.99
	\$ 2,000.00	\$262,500.00	\$-	\$ 9,094.16	273,594.16

Appendix 3. Clerk/Deputy Clerk 2025 Year-end Cash Control & Financial Statement

Marion?

**Township of Avon
County of Stearns | State of Minnesota**

Audit Board Report for 2026

The Board of Supervisors for the Town of Avon met on February 4, 2026 in their capacity as the annual Board of Audit as required by State Law. All claims submitted to the Town during 2025 were brought before the Board of Supervisors. The Supervisors divided up roles to ensure different people were involved with the different parts of this internal audit review. Claims were randomly selected and examined in detail. A listing of the specific claims and disbursements examined in the audit accompanies the 2026 Audit Board Minutes. A listing of all claims against the Township accompanies the monthly Clerk minutes. No discrepancies were found. No claims were denied for payment. Receipts submitted to the Town were similarly reviewed. A listing of specific receipts examined in the audit accompanies the 2026 Audit Board Minutes. A listing of all receipts received by the Township accompanies the monthly Clerk minutes. No discrepancies were found and the receipts were verified.

The financial records (year-end cash control statement & bank account summary) maintained separately and independently by the Treasurer and Clerk (Deputy Clerk) were identical. As a result of this audit, no discrepancies were found.

The year-end cash control statement for the Township as of December 31, 2025 is given below:

As on 12/31/2025

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements
General Fund	261,094.89	163,874.30	0.00	0.00	81,540.34
Road and Bridge	392,179.34	426,884.95	0.00	0.00	507,668.73
Demolition Escrow - Maciejewski	0.00	0.00	0.00	0.00	0.00
Novel Solar Decommissioning Escro	0.00	0.00	0.00	0.00	0.00
Novel Vegetation Plan Escro	0.00	0.00	0.00	0.00	0.00
Road Damage Deposit	1,000.00	3,000.00	0.00	0.00	1,000.00
Fire Fund	86,639.57	147,624.63	0.00	0.00	123,467.50
General Capital Projects	51,103.01	4,918.78	12,670.00	40,000.00	91,216.00
ARPA Fund	0.00	0.00	0.00	0.00	0.00
Total :	792,016.81	746,302.66	12,670.00	40,000.00	804,892.57

The funds in Township Accounts as of December 31, 2025 are summarized below:

Insert here – Kelly/Marion – do you have this info or should I leave this out?

The Supervisors analyzed the receipts and disbursements for 2025, the budget for 2025, and then determined a budget for 2027. Based on their analysis, the Supervisors recommend the following levy amounts for 2027: Total levy – \$699,900; General Revenue – \$89,950; Road & Bridge – \$420,950; Fire fund – \$184,000; and Capital Reserve – \$5,000. The majority of the proposed levy (60.1% of the total levy) is for road and bridge work. The second largest levy request is for fire protection (26.3%). The suggested levy was increased by \$50,000 due to upcoming expensive road projects (i.e., Queens Road resurfacing).

Conclusion: The Township is in good financial shape.

Supervisor Approval

Craig Blonigen

Chad Klocker

Bryan Rassier

Attest

Marion Gondringer, Acting Clerk

Date

AVON TOWNSHIP EMERGENCY VOTING PLAN

In accordance with Minnesota Statute 204B.181, Avon Township, Stearns County, Minnesota has developed the following Election Emergency Plans:

1. **Emergency Contacts** – in the event of an emergency necessitating moving the polling place, the Clerk – Stephen G. Saupe (320.248.8036; clerk@avontownship.org) – will be the Township representative responsible for making any election emergency decisions. If the Clerk is unavailable, decisions will be made by the Treasurer (Kelly Martini; 320.493.9134; treasurer@avontownship.org), followed by the Chair of the Board of Supervisors (Chad Klocker; 320.249.4631; chad_klocker@avontownship.org).
2. **Who to Contact** – in the event the Township needs to activate election emergency planning, the Township representative (*i.e.*, Clerk) will contact the following individuals (in order) to alert them to the situation: (a) Treasurer; (b) Chair of the Board of Supervisors; (c) Roxanne Gerards (Stearns County, 320.656.3910), or if not available, Laura Laudenbach (Stearns County, 320.656.3902); and (e) Stearns County Sheriff (320.259.3700).
3. **Town Hall Emergency** – if a problem in the Town Hall prevents voting, the alternate location for voting in Avon Township is the Avon Township Maintenance shop, located at 16883 Queens Road, Avon (MN). If both the Town Hall and Maintenance Shop are unavailable, then the polls will be moved to the Church of the Immaculate Conception, 37186 Co Rd 9; Fr. Gregory Mastey, 320.746.2231). Directions to the Church from the Town Hall will be posted at the Town Hall.
4. **Power Failure** – in the event of a power failure during voting in the Town Hall, if time permits, voting will be moved to the Maintenance shop. Alternately, a generator will be used to run the voting machines and lights in the Town Hall. The Chair of the Board of Supervisors will set up the generator.
5. **Inclement Weather** – if there is a snow storm, tornado or other weather that interferes with voting, the responsible Township agent, in consultation with the Sheriff, weather service, County, or other agent, will decide if it is necessary to postpone voting to the following week (for a Township election) or where to relocate the polls (if a Primary or General Election).
6. **Information Distribution** – if there is an emergency, the public will be notified via KASM radio (AM 1150), the Avon Township website (www.avontownshipmn.gov), and notices placed in the designated Township posting places (The Store, Town Hall). Signs will be placed in the Town Hall bulletin board notifying residents of any change in voting plans.
7. **Security** – If it is necessary to transport ballots or other voting materials to a new location, this process will be directed by the Town Clerk and at least one other Township representative (not on the ballot) or election judge. These individuals will be responsible for the safety and security of the ballots and voting materials.

Adopted by the Avon Township Board this 4th day, in the month of March in the year 2026.

Approved:

Avon Township Board of Supervisors

Chad Klocker, Chair

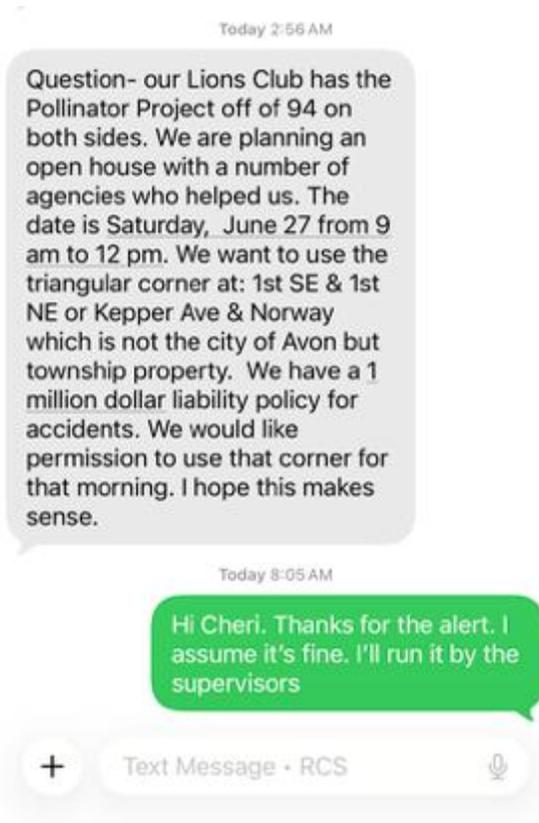
Attest:

Avon Township Clerk, Acting

Marion Gondringer

date

Request from the Lion's Club



2026 AVON TOWNSHIP ANNUAL MEETING – TENTATIVE AGENDA
March 11, 2026; 8:15 PM
Avon Town Hall, 16881 Queens Road, Avon

Welcome to the 2025 Avon Township Annual Meeting. This meeting, like all Town meetings, is available live or virtually via Zoom (log in at <https://us02web.zoom.us/j/8325486945>; Pass code: AvonTown).

Everyone present is encouraged to take part in the meeting, but *only residents of Avon Township are eligible to make motions or vote at this meeting*. For the record, please state your name prior to making a comment, proposing a motion, etc.

The Township website (<http://avontownshipmn.gov>) provides minutes, forms, and other Town information.

Township officials are:

Township Board of Supervisors

Craig Blonigen
 Chad Klocker
 Bryan Rassier

Additional Officers

Kelly Martini, *Treasurer*
 Stephen Saupe, *Clerk*

Planning Commission

Craig Blonigen
 Rich Sanoski
 Stephen Saupe

Assistants

Paul Buttweiler, *Deputy Treasurer*
 Marion Gondringer, *Deputy Clerk*

Andrew Wensmann
 Lori Yurczyk, *Chair*

Town Meetings (*all occur at the Avon Township Hall, 16881 Queens Road, Avon MN*):

- Board of Supervisors – 1st Wednesday of each month, 7:00 PM
- Planning Commission – Last Wednesday of each month, 7:00 PM

Tentative Agenda

1. Call to Order – *Deputy Clerk*
2. Pledge of Allegiance – *Deputy Clerk*
3. Welcome, Meeting Rules, & Introduction of Town staff present – *Deputy Clerk*
4. Nomination and election of meeting moderator – *Deputy Clerk*
5. Present, amend & approve the agenda – *Moderator*
6. Announcement of election results – *Moderator*
7. Avon Fire Department Report – *Chief Swenson*
8. Road Report – *Chad Klocker, Supervisor*
9. Planning Commission Report – *Andrew Wensmann, Planning Commission*
10. Joint Powers Board Report – *Andrew Wensmann, Joint Powers Board representative*
11. Review/Approval of the Minutes of the March 2025 Avon Township Annual Meeting – *Clerk*
12. Reading of the 2025 Board of Audit report – *Clerk*
13. Township Levy for 2027

2026 – Levy Supervisors recommend: General Revenue – \$89,950; Road & Bridge – \$420,950; Fire Fund – \$184,000;

Capital Reserve – \$5,000; **Total – \$699,900).**

2027 – Levy approved by residents: General Revenue – \$112,350; Road & Bridge – \$376,750; Fire Fund – \$150,000;

Capital Reserve – \$5,000; **Total – \$644,100).**

- | | |
|---|---|
| a. Motion to approve General Revenue Levy | d. Motion to approve Capital Reserve Levy |
| b. Motion to approve Road & Bridge Levy | e. Motion to approve Total Levy |
| c. Motion to approve Fire Fund Levy | |
14. Decision on legal posting places (currently *Avon Township Hall & The Store*)
 15. Decision on legal newspaper (currently *Star-Post*)
 16. Decision on 2027 poll hours (currently *2 – 8:00 PM*)
 17. Decision to set location and time for the 2027 Annual Meeting (*currently Avon Town Hall; 8:15 PM; 2nd Tuesday of March*)
 18. Decision on budget amount for Town memorials, awards, community celebrations (*including Annual Meeting refreshments*), and recognition (*currently \$250*).
 - 19.
 20. Comments/Discussion/Other Business – *from the Assembly (i.e., future Annual Meeting topics, opinions, concerns)*

21. Announcements
22. Adjournment

Avon Township Road Report – 2025

General: The Town was involved in the usual road work during 2025 which included maintaining gravel roads, plowing snow, and mowing ditches. The Supervisors inspected the roads twice. The Town is continuing to improve our road inventory and is developing an algorithm to help determine roads in need of resurfacing. In addition, the following road-related actions were undertaken:

1. **Maintenance Employees** – we hired a new maintenance worker and plow drivers
2. **Snow** – the Town plowed, and salted/sanded as necessary to keep Township roads clear. There were few complaints, especially once our new drivers got a little experience. The Town sold our old blue plow and purchased a new one. The old pickup was sold and a new one was purchased.
3. **Gravel Roads** – all were bladed at least once. Gravel was added to several roads (370th, 365th, 360th, Meadowview).
4. **Signs** – a variety of signs were replaced and new 911 signs were installed.
5. **Culverts** – were installed on several roads (*i.e.*, Sara Lane, 360th, Pelican Lake Road). In addition, the Town has initiated a project to identify and locate all culverts.
6. **Resurfacing** – a section of Upper Spunk Lake Road was resurfaced. The western half of Queens Road was resurfaced. The Town has applied for a LRIP grant to help defray costs of resurfacing the remaining portion of Queens Road. Sections of 360th, 185th, and Riley Court were patched.
7. **Crackfilling** – more than half a dozen roads were crackfilled.

Summary: Overall, Avon Township roads are in decent shape. We encourage residents to alert Supervisors to roads that need of attention.

Respectfully submitted, Chad Klocker (*Supervisor, Road Manager*)

Avon Township Planning Commission Report: 2025

1. **Meetings/General** – The Planning Commission (PC) met 12 times during the year, on the last Wednesday of the month. Current members are Craig Blonigen, Kelly Martini, Stephen Saupe, Andrew Wensmann (*Chair*), and Lori Yurczyk. The PC serves primarily as an advisory board to the Supervisors, providing recommendations on a variety of topics (see below). In addition, the PC discussed and provided recommendations regarding: the fee schedule, vacating Parkwood Court, the township website, rental of the Town Hall, road standards and updating the road report, best day of the month for a meeting, oversight of utility work in the road right-of-way, a request to split property in the UE area, and PC policies.
2. **Certificates of Compliance** – The PC considered five requests for a Certificate of Compliance (Wenderski, Thell, Meyer, Backes, and Ritter) and a recommendation for each was forwarded to the Supervisors.
3. **Conditional Use Permit** – none were considered this year.
4. **Driveway/Access Permits** – The PC considered five requests for a driveway permit (J Gondringer, Rasmussen, Anstine, Dobis, and At Homes Rentals LLC) and recommendations were forwarded to the Supervisors. The PC also suggested revisions of the Township Access forms.
5. **Encroachment Agreements** – The PC considered one request (Borgerding) for an encroachment agreement to site a septic system in the township road right-of-way and made a recommendation to the Supervisors.
6. **Joint Planning Commission** – the PC provided recommendations on the upcoming renewal of the Orderly Annexation Agreement with the City of Avon.
7. **Plats** – two preliminary plats were examined and a recommendation forwarded to the Supervisors (K Angulski, D Angulski).
8. **Road Vacations** – the PC discussed issues regarding possible road vacation at Parkwood Court.
9. **Shady's** – The PC had several discussions regarding noise issues and recommendation that the County hold public hearings.
10. **Transfer of Development Rights** – NO TDR discussions occurred during past year.
11. **Variations** – The PC discussed and held public hearings in regard to five variance requests (At Homes LLC, Frie, Anstine, The Store, Winkels) and recommendations were forwarded to the Supervisors.
12. **Zoning** – no zoning requests were considered this year.

Respectfully submitted, Andrew Wensmann (*Planning Commission, Chair*)

**Township of Avon
County of Stearns | State of Minnesota
Audit Board Report for 2026**

Add budget

2025 AVON TOWNSHIP ANNUAL MEETING MINUTES

March 11, 2025

Call to Order: Clerk Stephen Saupe called to order the 2025 Annual Meeting of Avon Township at about 8:20 PM in the Main Chamber of the Avon Township Hall, 16881 Queens Road, Avon (MN). This meeting, like all Township meetings, was also available on Zoom at the following URL: <https://us02web.zoom.us/j/8325486945> (Pass code: AvonTown).

Pledge of Allegiance: The pledge was recited.

Welcome & Introductions: Clerk Saupe welcomed approximately 20 residents to the Annual Meeting and introduced the Town staff who were present. These included: Paul Buttweiler (*Deputy Treasurer*), Craig Blonigen (*Planning Commission, PC*); LeRoy Gondringer (*Supervisor*), Marion Gondringer (*Deputy Clerk*), Kelly Martini (*Treasurer*), Bryan Rassier (*Supervisor*), Stephen Saupe (*Clerk*), Rich Sanoski (*PC*), Andrew Wensmann (*PC*), and Lori Yurczyk (*PC*). The meeting rules (*i.e., only residents are permitted to vote*) were also announced. LeRoy Gondringer did not run for re-election; he was recognized for his many years of outstanding service to the Township.

Nomination and Election of Moderator: LeRoy Gondringer nominated Bob Yurczyk to serve as Moderator for this meeting. The motion was seconded by Rich Sanoski. Kelly Martini nominated Eric Linn to serve as moderator. Frank Himsl second. No other nominations were made. Residents raised their hand to vote. Eric Linn received 11 votes. Bob Yurczyk received 9 votes. Mr. Linn was elected to serve as moderator and he took a seat at the dais and ran the remainder of the meeting.

Approval of Agenda: Kelly Martini moved to approve the agenda as presented. Second by Bryan Rassier. All in favor. Motion carried.

Election Results: Craig Blonigen was elected to a three-year term (2025-2028) as Supervisor. Kelly Martini was re-elected to a two-year term as Treasurer (2025-2027).

Avon Fire Department Report: Chief Chuck Swenson appeared at the meeting to provide a report (*appended*) from the Avon Fire Department. He reported that there was a total of 288 calls in 2024, which was an increase of 6 calls from 2023. There were 113 calls in the Township. Of these, most were medical (85%) and the remainder (15%) were fire-related. In addition, the crew was involved in assorted monthly trainings, meetings, fund raising, and other activities. There were three fund-raisers (Golf Outing, Spunk Days Raffle, Yearly Calendar). Unit #6 (Rescue) will soon be replaced. The cost was covered by fund raising and donations. Unit #11 (Second Rescue, person hauler) will be replaced in the future. There are currently 28 members, with two in training. They are working on retention in the hiring process. The Fire Hall expansion is nearly complete with just a few punch list items remaining. The project was about \$65,000 under budget. Some outside work (*i.e., landscaping, sidewalks*) remains. They are planning for an Open House. Chief Swenson encouraged residents to keep brush and trees cut back from their driveways.

Road Report: Supervisor Bryan Rassier presented the 2024 Road Report (*appended to the agenda*). In addition to routine maintenance (weed control, grading gravel roads, mowing ditches, snowplowing/sanding), during the past year the Township resurfaced 145th Avenue and replaced a culvert on Shorewood Drive. Upcoming projects in 2025 include resurfacing the western half of Queens Road and crack-sealing Parkwood Circle. An LRIP grant application submitted by the Township to MNDOT to resurface Queens Road was denied. Our full-time maintenance worker resigned. Applications were recruited for the position, but none of the applicants could be hired because they didn't have a CDL license. The Supervisors are in discussions about how to fill this opening.

Planning Commission (PC) Report: Lori Yurczyk presented the 2024 PC report (*appended to the agenda*). She reported that the PC met 12 times and provided input to the Supervisors regarding resident requests for plat approval, certificates of compliance, access (driveway) permits, conditional use permits, variances, a transfer of development rights, and encroachment agreements. The PC also discussed CUP requests to the County by Shady's Sunset Bay, including for an after-the-fact permit for a bandshell and outdoor concerts. LeRoy Gondringer provided an update on the Shady's situation. He said that after the Supervisors voted 2 to 1 at their last meeting to allow up to 10 events at Shady's. The Township Noise Ordinance requires Shady's to obtain a permit from the Township for every outdoor event, however, there is a question about the enforceability of the ordinance. The County will make the final decision on the CUP.

Joint Powers Board Report: Lori Yurczyk, PC Chair and representative to the Joint Powers Board, reported that the JPB makes recommendations about zoning and land use in the Orderly Annexation Area. There was one meeting in 2024 to consider a request to rezone a property on Norway Road to commercial (denied). The Committee is currently working on

renewal of the agreement, which is set to expire at the end of the year.

Minutes of the March 2024 Meeting: The Clerk briefly summarized the minutes of the March 2024 Annual meeting. Lori Yurczyk moved to not require the minutes to be read aloud since a copy was provided in the agenda packet and that residents could read the minutes on their own. Craig Blonigen second. Motion carried.

Board of Audit Report: A copy of the 2025 Board of Audit Report for 2024 including the year-end Cash Control Statement was provided in the agenda packet. The Clerk read the report which shows the Town's financial status. There was a question about which fund is used to purchase equipment like a new snow plow. It depends on the equipment, but normally, as in this case, Road & Bridge. Lori Yurczyk questioned whether the amount for R&B is adequate. Kelly Martini said that it is a concern because prices are going up. LeRoy Gondringer said that roadwork last year was paid from our ARPA fund, which was received during Covid. The fund is now exhausted. The Town also used ARPA funds to help defray costs for broadband installation in the Township. Kelly Martini moved to approve the 2024 Board of Audit report. Paul Buttweiler second. All in favor. Motion carried.

Township Levy for 2025: After developing a budget for 2026, the Supervisors recommended the following levy amounts for 2026: Total levy –\$699,900; General Revenue – \$89,950; Road & Bridge – \$420,950; Fire –\$184,000; and Capital Reserve – \$5,000.

Lori Yurczyk moved to approve a 2026 **General Revenue** levy of \$89,950. Rich Sanoski second. All in favor. Motion carried. Paul Buttweiler moved to approve a 2026 **Road & Bridge** levy of \$420,950. Bob Yurczyk second. All in favor. Motion carried.

Rich Sanoski moved to approve a 2026 **Fire Fund** levy of \$184,000. Craig Blonigen second. All in favor, Motion carried. Paul Buttweiler moved to approve a 2026 **Capital Reserve** levy of \$5,000. Bob Yurczyk second. All in favor. Motion carried. Bob Yurczyk moved to approve a 2026 **Total Levy** of \$699,900. Rich Sanoski second. All in favor. Motion carried.

Posting Places: Kelly Martini moved to approve keeping the Avon Township Hall and *The Store* as the legal posting places. Ken Mergen second. All in favor. Motion carried.

Legal Newspaper: Lori Yurczyk moved to approve keeping the *Star-Post* as the legal newspaper for the Township. Rich Sanoski second. All in favor. Motion carried.

2026 Poll Hours: Kelly Martini moved to hold the 2026 Annual Township Election from 2:00 – 8:00 PM. Craig Blonigen second. All in favor. Motion carried.

2026 Annual Meeting Time/Location: The 2026 Annual Meeting will occur on the second Tuesday of March (March 10, 2026). Rich Sanoski moved to hold the Annual Meeting in the Avon Township Hall, 16881 Queens Road, Avon (MN) at 8:15 PM. Andrew Wensmann second. All in favor. Motion carried. The Board of Canvass meeting will immediately follow the Annual Meeting.

Decision on Budget Amount for Memorials & Celebrations: Kelly Martini moved to approve a budget of \$250 to be used for Town memorials, awards, recognition, and community celebrations. Ken Mergen second. All in favor. Motion carried.

Request to Vacate Parkwood Court: When the Township resurfaced half of Parkwood Circle in 2022, Parkwood Court was reworked and essentially removed. The land still belongs to the Township. At the time, the Supervisors said they would be willing to consider vacating the area and returning the land to the adjacent neighbors (*see Resolution 10-05-22-1*). Jeremy & Holly Maursted (15063 Parkwood Court; PID 03.01530.0069) and Sean & Kelly Primus (15047 Parkwood Court; PID 03.01530.0091) were present to request the vacation. Mr. Maursted gave a presentation requesting vacation and reminded the gathering that in 2022 the Supervisors passed a Resolution in support of vacating the road, but no action has been taken. The Supervisors wanted the neighbors to decide on property lines, who would pay the costs (*i.e.*, survey, recording, attorney fees), if Xcel has a concern regarding providing an easement for a power pole, and if there would be a new address for their properties. Neighbor Jim McDougale said it wasn't obvious why the area was created in the first place since it was pretty much only a parking area. The neighbors have agreed on how to split the property. Ken Mergen suggested that a downside of the vacation is that the taxes of the residents might go up. LeRoy Gondringer moved to initiate the vacation of Parkwood Court on the request of the adjacent landowners. Rich Sanoski second. Motion carried. The neighbors will attend the April Supervisor to begin the next steps.

Additional Comments: Mr. Frank Himsl inquired why the Supervisors weren't sitting at the dais. He was told that this meeting was designed to be run by the residents, so the elected officials so the Supervisors intentionally didn't sit up front.

LeRoy Gondringer said that in the past, the Supervisors did sit at the dais. Frank Himsl moved to request the Supervisors and PC to sit at the dais during the Annual Meeting. LeRoy Gondringer second. All in favor. Motion carried. Rich Sanoski said that the Town should thank LeRoy Gondringer for his long service to the Township and helping to keep taxes down. Mr. Gondringer was given a round of applause. He said he was proudest of being involved in the construction of the Town Hall complex and that it has served the township well.

Adjournment: Kelly Martini moved to adjourn the 2025 Annual Meeting of the residents of Avon Township at about 9:30 PM. Ken Mergen second. All in favor. Motion carried.