

Minutes of the Meeting of the Avon Township Board of Supervisors

May 6, 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, Bryan Rassier (*late ca. 30 minutes*), and Stephen Saupe (*Clerk, via zoom*). There was a quorum. Also present: Paul Buttweiler, Casey Jansky, Andrew Wensmann.

Approval of Agenda: Added to the agenda was a report regarding the Town Hall inspection by MAT and a Tour of Saints road event. Blonigen moved to approve the amended agenda. Klocker second. Both in favor. Motion carried.

Minutes: Blonigen moved to approve the minutes of the April 1, 2026 Supervisors meeting as presented. Klocker second. Both in favor. Motion carried.

Public Hearings: none scheduled.

Public Comments: none received.

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

- Frie variance** – The PC held a 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). The PC recommends approval. Blonigen moved to approve a variance for Cindy Frie as outlined above. Klocker second. Both in favor. Motion carried.
- Meyer Certificate of Compliance** – Mr. Dan Meyer (13958 325th St.) appeared at the meeting to request a certificate of compliance to split parcel 03.01137.0003 (14270 325th St.) into two tracts – Tract A with 10.01 acres that includes the dwelling, and Tract B with 50.96 acres. The PC recommends approval. Blonigen moved to approve a certificate of compliance for Dan Meyer as specified. Klocker second. Both in favor. Motion carried.
- Road Specifications** – the Town engineer, Jeremy Mathiasen, reviewed the Township road specification guidelines and recommended a few modifications. The PC agreed with the suggestions and recommend approval. Klocker moved to approve the revised road specification guidelines. Blonigen second. Both in favor. Motion carried.
- PC Oath of Office** – the PC recommends that new PC members should be required to take an oath of office. This was done at one point in time, but not in recent years. The Supervisors agreed that it should be done in accordance with MN Statute 367.25. It was not clear whether or not Saupe had been appointed to the PC for a renewed term. Blonigen moved to appoint Steve Saupe to a three-year term on the PC, 2026-2029. Klocker second. Both in favor. Motion carried.

- Form Review: Certificate of Compliance** – The PC reviewed the certificate of compliance form and made some changes. These will be reviewed at the May meeting and presented to the Supervisors for final approval. The PC also recommended increasing the fee to \$50.

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 April 1, 2026 to April 30, 2026 (*appended below*) and read the Treasurer’s report. A check was rewritten for Klocker. Payment for the safe deposit box was made. Blonigen moved to accept the Treasurer’s report. Klocker second. Both in favor. Motion carried.

For the Period : 4/1/2026 To 4/30/2026

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$281,674.32	\$545.96	\$5,076.16	\$277,144.12
Road and Bridge	\$338,737.59	\$0.00	\$2,721.04	\$336,016.55
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
Total	\$679,342.78	\$545.96	\$7,797.20	\$672,091.54

Claims, Receipts & Payroll: Claim 5028 was for safe deposit box. The other claims (5029-5045) totaled \$4,558.27. The disbursements (**Appendix 1**) and receipts (**Appendix 2**) registers are appended. Rassier arrived at this time. The approved payroll was \$2,622.98. An invoice from Rinke-Noonan that appeared to be a scam, was an actual invoice. Check 11692 was voided. Check 11700 (claim 5030) was also voided; the check should have been made out to Menard’s rather than Jansky. Blonigen moved to approve the claims, receipts and payroll. Rassier second. All in favor. Motion carried.

Town Hall Report: Blonigen is working on the thermostat. Klocker reported that the shop holding tank had been pumped and that the trucks and trailers were cleaned. The dump trailer was DOT’d. The salt shed has been sealed. Windows will wait until summer months for replacement.

Road Report:

- Roadwork** – a quote from MP Asphalt was received for crack-filling and chip-sealing some Town roads. The quote included several roads with different recommended treatments. A representative from the company, Chad Kayser, was present to answer questions and provide information. He stated that the various treatments would improve road life span.

The Supervisors decided to resurface the remainder of Queens Road. Bids will be procured. Klocker moved to request bids to resurface the remainder of Queens Road to be due on June 2nd that will be opened at the June 3rd Supervisor meeting and to solicit a quote from Aztec for crack-filling. Rassier second. All in favor. Motion carried. Klocker will confirm timing with Jeremy Mathiasen.

The Supervisors considered a 25 x 180-foot patch on Quaker Road near Rassier’s driveway. Klocker will follow up.

2. **325th** – garbage cans in the cul-de-sac are a problem for road maintenance, especially plowing. Klocker moved to approve the draft of a letter and a listing of residents to who the letters will be sent. Blonigen second. All in favor. Motion carried. The Clerk will follow up.
3. **Mower** – we will look into purchasing a new one later this summer.

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

Business:

1. **Liquor Licenses** – Blonigen moved to approve the appropriate on and off-sale liquor license(s) for *The Store*, *Pelican Lake Ballroom*, and *Shady's Sunset Bay*. Rassier second. All in favor. Motion carried.
2. **Frie Access Permit** – Ms. Cindy Frie (34139 Lower Spunk Lane; PID 03.01227.0007) requested an Access permit for work that will be done to her driveway during installation of a new septic and construction of a garage addition. Klocker moved to approve an access permit. Blonigen second. All in favor. Motion carried.
3. **LBAE** – Klocker moved to approve the minutes from the 2026 Local Board of Appeals & Equalization meeting. Blonigen second. All in favor. Motion carried.
4. **Tour of Saints** – Klocker moved to approve a Road Event permit for the 2026 Tour of Saints. Rassier second. All in favor. Motion carried.
5. **MAT membership cards** – were distributed to the Board and Treasurer.
6. **MAT Officer List** – was edited and prepared for return to MAT.

Other Business: none

Reports: Blonigen reported that a representative from the MN Association of Townships inspected the facilities for insurance valuation purposes.

Announcements:

- a) **Signs** (incl. 911) – none
- b) **Construction Site Permits** were issued to Schlicht (33485 Poverty Point, 28x20 dwelling); Edwards (17953 Upper Spunk Lake Road; deck, porch, addition); and Waletzko (37240 175th, deck)
- c) **Special Assessment Searches** – none
- d) **Feedlot permits** – none
- e) **County Hearings/Meeting** – Board of Adjustment – May 28, 6:00 PM (Gilk rezoning)
- f) **Fire Department** (March 2026 calls) – City: Medical 6, Fire/Other 0; Town: Medical 10; Fire/Other 2; Colleagueville: Medical 6, Fire/Other 0; St. Wendel: Medical 0, Fire/Other 0; I-94, 1.
- g) Survey on Disasters (UKY) – anyone want to complete?
- h) Scam emails – be on the alert for a scam email that appears to originate from Randy Schreifels, Stearns County Auditor/Treasurer.
- i) OAA requires additional details to be approved by the state. Jodi is working on it.
- j) A brochure from Carr's Tree Service was received (218-367-3355).
- k) The Albany Mutual Telephone Association annual meeting will be held July 30, 2026.

- l) A notice was received that Ernst’s Locksmith has been acquired by Mid Central Door. Al will retire soon.
- m) The approved liquor license from Immaculate Conception Church was returned in the mail.
- n) The *Broadcaster* newsletter was received from Belgrade Co-op.

Old Business – Culvert mapping project & County app; 135th Avenue project with St. Wendel; Case to display old documents; Windows and 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)

Announcement of next meeting: June 3, 2026 at 7:00 PM

Other Upcoming Meetings/Events

- 1) PC Meeting – April 29, 2026

Adjournment – Klocker moved to adjourn the meeting at 8:40 PM. Rassier second. All in favor. Motion carried.

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

date: May 17, 2026

Supervisor Signatures:

date: _____

 Craig Blonigen

 Chad Klocker

 Bryan Rassier

Appendix 1. Disbursement Register

Avon Township		Disbursements Register					5/5/2026
Fund Name: All Funds							
Date Range: 04/01/2026 To 04/30/2026							
Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
04/01/2026	Payroll Period Ending 03/10/2026	11661	March Elections Payroll	N	Elections	100-41410-106-	\$ 137.86
	Total For Check	11661					\$ 137.86
04/01/2026	Payroll Period Ending 03/10/2026	11662	March Elections Payroll	N	Elections	100-41410-106-	\$ 137.86
	Total For Check	11662					\$ 137.86
04/01/2026	Payroll Period Ending 03/10/2026	11663	March Elections Payroll	N	Elections	100-41410-106-	\$ 128.67
	Total For Check	11663					\$ 128.67
04/01/2026	Payroll Period Ending 03/10/2026	11664	March Elections Payroll	N	Elections	100-41410-106-	\$ 164.27
	Total For Check	11664					\$ 164.27
04/01/2026	Payroll Period Ending 03/10/2026	11665	March Elections Payroll	N	Treasurer	100-41510-106-	\$ 312.49
	Total For Check	11665					\$ 312.49
04/01/2026	Payroll Period Ending 03/10/2026	11666	March Elections Payroll	N	Elections	100-41410-106-	\$ 137.86
	Total For Check	11666					\$ 137.86
04/01/2026	MARION GONDRINGER	11667	mileage	N	Elections	100-41410-331-	\$ 17.40
	Total For Check	11667					\$ 17.40
04/01/2026	LEROY GONDRINGER	11668	2026 Annual Meeting Moderator	N	Council/Town Board	100-41110-331-	\$ 55.00
	Total For Check	11668					\$ 55.00
04/01/2026	Casey Jansky	11669	part supplies/ pothole patch	N	Paved Streets	201-43121-403-	\$ 173.87
		11669			Road and Bridge Equipment	201-43126-221-	\$ 95.20
	Total For Check	11669					\$ 269.07
04/01/2026	KELLY MARTINI	11670	annual meeting treats/mileage	N	Treasurer	100-41510-331-	\$ 37.70
		11670				100-41510-390-	\$ 28.87
	Total For Check	11670					\$ 66.57
04/01/2026	STEARNS COUNTY AUDITOR/TREASURER	11671	Ballots, AVD programming for March 2026 Township Election	N	Recording and Reporting	100-41420-310-	\$ 286.02
	Total For Check	11671					\$ 286.02
04/01/2026	STAR PUBLICATIONS, LLC	11672	Inv #2026ci-3961	N	Council/Town Board	100-41110-351-	\$ 234.72
	Total For Check	11672					\$ 234.72

Fund Name: All Funds

Date Range: 04/01/2026 To 04/30/2026

<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>
04/01/2026	Town Officers Association of Stearn	11673	Dues	N	Council/Town Board	100-41110-433-	\$ 524.90
	Total For Check	11673					\$ 524.90
04/01/2026	Brothers Fleet Services	11674	Tire	N	Road and Bridge Equipment	201-43126-221-2017	\$ 454.85
	Total For Check	11674					\$ 454.85
04/01/2026	THE STORE	11675	FUEL FOR TRUCKS -February	N	Road and Bridge Equipment	201-43126-212-	\$ 233.89
	Total For Check	11675					\$ 233.89
04/01/2026	Payroll Period Ending 03/31/2026	11676	April Payperiod	N	Council/Town Board	100-41110-103-	\$ 412.82
	Total For Check	11676					\$ 412.82
04/01/2026	Payroll Period Ending 03/31/2026	11677	April Payperiod	N	Treasurer	100-41510-103-	\$ 137.86
	Total For Check	11677					\$ 137.86
04/01/2026	Payroll Period Ending 03/31/2026	11678	April Payperiod	N	Other General Government	201-41901-103-	\$ 104.55
	Total For Check	11678					\$ 104.55
04/01/2026	Payroll Period Ending 03/31/2026	11679	April Payperiod	N	Clerk	100-41425-103-	\$ 507.33
	Total For Check	11679					\$ 507.33
04/01/2026	Payroll Period Ending 03/31/2026	11680	April Payperiod	N	Ice and Snow Removal	201-43125-103-	\$ 273.43
	Total For Check	11680					\$ 273.43
04/01/2026	Payroll Period Ending 03/31/2026	11681	April Payperiod	N	Ice and Snow Removal	201-43125-103-	\$ 919.65
	Total For Check	11681					\$ 919.65
04/01/2026	Payroll Period Ending 03/31/2026	11682	April Payperiod	N	Council/Town Board	100-41110-103-	\$ 189.77
	Total For Check	11682					\$ 189.77
04/01/2026	Payroll Period Ending 03/31/2026	11683	April Payperiod	N	Treasurer	100-41510-103-	\$ 486.69
	Total For Check	11683					\$ 486.69
04/01/2026	Payroll Period Ending 03/31/2026	11684	April Payperiod	N	Council/Town Board	100-41110-103-	\$ 65.18
	Total For Check	11684					\$ 65.18
04/01/2026	Payroll Period Ending 03/31/2026	11685	April Payperiod	N	Council/Town Board	100-41110-103-	\$ 137.86
	Total For Check	11685					\$ 137.86
04/01/2026	Payroll Period Ending 03/31/2026	11686	April Payperiod	N	Council/Town Board	100-41110-103-	\$ 137.86
	Total For Check	11686					\$ 137.86

Fund Name: All Funds

Date Range: 04/01/2026 To 04/30/2026

<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>
04/01/2026	MAC's HARDWARE	11687	Inv #953863/F #953869/F	N	Road and Bridge Equipment	201-43126-228-	\$ 181.42
		Total For Check	11687				\$ 181.42
04/01/2026	MINNESOTA REVENUE	WD040120261	2026 1st quarter	N	General Government Buildings and Plant	100-41940-103-	\$ 219.55
		Total For Check	WD040120261				\$ 219.55
04/01/2026	PERA	WD040120262	DCP & Coordinated Plans	N	Council/Town Board	100-41110-103-	\$ 55.00
		WD040120262			Clerk	100-41425-103-	\$ 83.16
		WD040120262			Treasurer	100-41510-103-	\$ 56.00
		Total For Check	WD040120262				\$ 194.16
04/01/2026	INTERNAL REVENUE SERVICE	WD040120263	March taxes	N	Council/Town Board	100-41110-121-	\$ 8.72
		WD040120263				100-41110-122-	\$ 37.20
		WD040120263				100-41110-171-	\$ 40.00
		WD040120263			Clerk	100-41425-121-	\$ 12.62
		WD040120263				100-41425-122-	\$ 54.00
		WD040120263			Treasurer	100-41510-121-	\$ 11.90
		WD040120263				100-41510-122-	\$ 50.84
		WD040120263			Ice and Snow Removal	201-43125-121-	\$ 53.84
		WD040120263				201-43125-122-	\$ 230.34
		Total For Check	WD040120263				\$ 499.46
04/01/2026	Albany Mutual Telephone	WD040120264	Internet	N	Clerk	100-41425-325-	\$ 59.51
		Total For Check	WD040120264				\$ 59.51
04/01/2026	XCEL ENERGY	WD040120265	electric bill	N	General Government Buildings and Plant	100-41940-380-	\$ 108.67
		Total For Check	WD040120265				\$ 108.67
04/15/2026	AMERICAN HERITAGE	WD04152026	Safe Deposit Box	N	Other Financing Uses	100-49301-300-	\$ 7.50
		Total For Check	WD04152026				\$ 7.50
Total For Selected Checks							\$ 7,804.70

Appendix 2. Receipts Register

Avon Township		Receipts Register						5/5/2026
Fund Name: All Funds								
Date Range: 04/01/2026 To 04/30/2026								
Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
04/10/2026	MN State	2035	Fine Violations	(04/10/2026) -	N	Township share of fine violations in county	100-35105-	\$ 93.32
								<u>\$ 93.32</u>
04/16/2026	Midcontinent	2036	cabel fee	(04/16/2026) -	N	Royalties	100-36220-	\$ 205.83
								<u>\$ 205.83</u>
04/30/2026	American Heritage	2037	MMR Interest	(04/30/2026) -	N	Interest Earning	100-36210-	\$ 207.17
								<u>\$ 207.17</u>
04/30/2026	Magnifi	2038	MMR Interest	(04/30/2026) -	N	Interest Earning	100-36210-	\$ 39.64
								<u>\$ 39.64</u>
Total for Selected Receipts								<u><u>\$ 545.96</u></u>