

**Minutes
Avon City Council
May 5, 2025**

THE FOLLOWING MEMBERS WERE PRESENT

Jeff Manthe – Mayor, Mark Schulzetenberge, Sarah Grutsch, Aaron Goebel, Katie Reiling - City Council
Justin Kurtz – Water Wastewater Foreman, Chuck Pelkey – Public Works Foreman, Corey Nellis – Police Chief
Jodi Austing-Traut, City Clerk-Administrator

The Pledge of Allegiance was recited and the meeting was opened at 6:30 pm.

Public Forum

Wayne Birkholz was present to request permission to utilize the trailhead parking area for outdoor rentals similar to last year. Birkholz is also working on a trailer prototype for e-bike charging with solar panels on the trailer rooftop and will be rebranding as SunCycles when the trailer is operational which may or may not happen this year.

CONSENT AGENDA

1. Council Minutes of April 7th, 2025
2. Council and EDA Minutes of April 14th, 2025
3. Receive Planning Commission Minutes of April 2nd, 2025
4. Receive Fire Department Minutes of March 31, 2025
5. Paid Check Register, Capital Expenditures, Payroll Deposits
6. Resolution 2025-17 Establishing Easement at 110 Chinook Ave SW (42.26575.0000 Lange Properties)
7. Resolution 2025-22 Amendment to Avon Fire Relief Association Bylaws
8. CLA Invoice
9. TAFT Law Invoice
10. Fisher's Club Lease Agreement

Motion Goebel to approve consent agenda

Second Reiling

Passed Unanimously

COUNCIL BUSINESS

Lyn and Jim Metz – Quote for Pickleball Court Repair

Jim Metz explained that there is some cracking in the court surfacing that could be a safety hazard. Some patching may be required about every 3-4 years with a full resurfacing expected at around the 10 year mark. Lyn Metz explained that the courts are used by a lot of people, even those outside the Pickleball Club. Metz's presented a quote for \$1,443 for the resurfacing of the major cracks to be done by the same company that did the original court surfacing. The request was for up to \$2,000 to include repairs of some of the smaller cracks as necessary.

Motion Reiling for up to \$2,000 for crack repair at the pickleball courts

Second Schulzetenberge

Passed Unanimously

Dan Zimmermann was present with some updates from the Parks Board meeting held last week. There is a scout project to be done by Greta Shofner who would like to place a bench in the Wobegon Park. The Parks Board is overall okay with a bench, but would like to look at other options for the placement of it in a location that might be more appropriate. Women of Today are planning to donate some money toward an Octoball Court. Parks Board will be looking at locations for the Octoball Court in one of the parks, Water's Edge is an option. Soccer field being considered for the large play field area of Avon Estates. Lions may be able to partner on that project. City is working with C&L Excavating to obtain quotes for sprinkler system. Looking to consider placing a new shed and scoreboard at the youth baseball park at Lions Park. Avon Women of Today would like to see more permanent electrical options for additional holiday style lighting at Wobegon Park as well as some improvements to the nativity scene itself. Lions may be able to participate with that project as well. Bleachers at Blattner Field are almost in. Press box is nearly complete. Drainage pipe is in, working on completing seeding and starting sidewalk work. Spectator deck plans were reviewed by building inspector and they are requiring engineered plans and suggesting a ramp, however, the city engineers at Stantec, are indicating that since we are

providing four handicapped accessible spots as well as designated caretaker options available, the ramp would not be required. Council consensus to move forward with accessible seating as planned.

Jeremy Mathiasen, Stantec – Engineering Update

2025 Streets Capital Improvement Project:

Construction mobilization will begin on May 6th.

Reiling asked why the assessments are ending up higher than originally anticipated. Mathiasen explained that the scope of the project has grown some, and the cost of this project is significantly greater than the past several projects that we have done. The Local Road Improvement Program grant share is down just a bit due to the fact that they will only cover certain costs and the actual bids came in slightly lower than anticipated.

Resolution 2025-23 Local Road Improvement Program Grant Agreement Grant Terms and Conditions

Motion Schulzetenberge to adopt Resolution 2025-23 Local Road Improvement Program Grant Agreement Grant Terms and Conditions
Second Grutsch
Passed Unanimously

Methodology used was that engineers took out the grant amount and used only the city share and divided that out among the properties benefiting based on their linear lot footage. There are some residential properties that were capped at 150' of an assessment. Mathiasen further did a comparison of the past projects to this project. Furthermore, the stormwater lift station is not being assessed at all and certainly will benefit many of these properties. Council discussed the overall project scope. Council will continue this conversation at the public assessment hearing on May 13th.

Austing-Traut presented Resolution 2025-21 Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code a resolution authorizing the city council to issue a short-term bond if necessary to cash flow the project until half-cent sales tax dollars come in. The council will only issue the bond if cash flow becomes an issue.

Motion Goebel to adopt Resolution 2025-21 Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code
Second Grutsch
Passed Unanimously

ISSUES BY STAFF

Administration

Austing-Traut presented a draft purchasing policy to clearly set forth the approval process for certain claims.

Motion Goebel to approve purchasing policy as presented
Second Schulzetenberge
Passed Unanimously

City Council discussed attorney opinion on stormwater runoff issues at Lumber One. Lumber One's stormwater continues to drain onto neighboring properties. MN case law was reviewed and discussed.

Public Works

Pelkey and Kurtz presented their written report and city council considered several quotes. Pelkey updated council on the painting and flooring project at city hall and the placement of a merry go round at Stratford Park. Pelkey presented a quote from Lange Trenching for street sweeping for \$6400 which would include up to 40 hours. The vac is on order but is a month or more out and will be used to keep up with sweeping once the initial sweeping is complete.

Motion Manthe to authorize Lange Trenching to complete street sweeping for up to 40 hours at \$6400
Second Reiling
Passed Unanimously

Pelkey presented several quotes for asphalt patching of around 10 different street sections in town. Hanson Paving \$32,750; MP Asphalt \$42,475; and Astech at \$38,576.46.

Motion Goebel to approve the Hanson Paving Quote including the reimbursable portion in front of the Avon Dental Clinic as presented
Second Reiling
Passed Unanimously

Kurtz presented a quote for Airmaxx for \$2,380.89 for work on the furnace at the wastewater treatment plant.

Motion Grutsch to approve quote for Airmaxx for \$2,380.89 for furnace work at the wastewater treatment plant
Second Schulzetenberge
Passed Unanimously

Kurtz stated that there are around 27 remaining meter changeouts to be done. Staff has been unable to make contact with these remaining property owners. An April 30th deadline was placed on the last notification and these 27 still remain. Staff is requesting a fee be charged to encourage those property owners to make contact with the city for meter changeout completion. Staff will make phone calls and any remaining after that will be notified that there will be a \$50 fee charged to their account, reimbursable once the changeout is complete.

Police Department

Chief Nellis presented his written report as well as recent law enforcement related audit reports and requested approval of an amendment to PD Body camera policy.

Motion Schulzetenberge to approve Amendment to SMP-R Portable Recording Systems Policy as presented
Second Manthe
Passed Unanimously

ISSUES BY COUNCIL

Schulzetenberge asked if compost hours would be changing. Pelkey stated that at this time there are not plans to expand the hours.

Adjourned at 8:50 pm.

Respectfully Submitted,
Jodi Austing-Traut - City Clerk/Administrator