

**Minutes**  
**Avon City Council and Economic Development Authority**  
**September 8, 2025**

**THE FOLLOWING MEMBERS WERE PRESENT**

Jeff Manthe – Mayor, Mark Schulzetenberge, Sarah Grutsch, Aaron Goebel, Katie Reiling - City Council and EDA  
Jim Sand – EDA

Absent – Tim Burg - EDA

Jodi Austing-Traut, City Clerk-Administrator

The Pledge of Allegiance was recited and the meeting was opened at 6:00 pm.

Avon Economic Development Authority:

**Insurance Avenues CRD Loan Request**

The request is for \$10,000 in CRD funds for new windows and doors at Insurance Avenues. The improvements are necessary for energy efficiency as well as elimination of potential slum and blight and to maintain the economic tax base of the main street area of Avon. The property owner, John Schmidt was present to explain his request to replace windows and doors. Schmidt is planning to replace the roof sometime in the next year or so as well.

***Motion Sand to approve a \$10,000 CRD loan for Insurance Avenues***

***Second Reiling***

***Passed Unanimously***

**Avon Estates Sales Tax Exemption**

The EDA discussed the transfer of undeveloped property in Avon Estates *from* the City of Avon *to* the Avon EDA in order to maintain tax exemption on the parcels still publicly owned. The county allows a maximum of 15 years tax exemption on these parcels which in our case will expire in December of this year. The property would need to be transferred to the EDA in order to restart that clock.

***Motion Goebel to Authorize Conveyance of City-Owned Property to the Avon EDA and Imposing Conditions on Sale Proceeds***

***Second Grutsch***

***Passed Unanimously***

EDA adjourned and the regular meeting of the Avon City Council convened for their regular meeting at 6:30 pm.

**Public Forum**

Pat Streit of 200 Albacore Ave was present to request that the city cover a share of the cost of replacing his stand pipe. The stand pipe was below ground level and appeared that it may have been damaged in the past by city maintenance.

***Motion Schulzetenberge to authorize payment of \$1,450 to reimburse Pat Streit for a portion of a Lange Trenching invoice for replacement of the stand pipe***

***Second Grutsch***

***Passed Unanimously***

**CONSENT AGENDA**

- 1) Council Minutes of June 2<sup>nd</sup>, 2025
- 2) Receive Fire Department Minutes of May 19<sup>th</sup>, 2025
- 3) Paid Check Register, Capital Expenditures, Payroll Deposits
- 4) Legal Fees, Engineering Fees, Auditor/Acct. Fees
- 5) Stantec Invoices: 2446732 for \$322; 2446731 for \$5,494.31; 2446733 for \$68,925.02
- 6) Pay Application No. 3 RL Larson Excavating 2025 Streets Capital Improvements for \$499,206.57
- 7) Resolution 2025-37 Accepting Donation
- 8) Approve Buckhorn Bar Liquor License Transfer of On-Sale/Off-Sale and add Sunday License
- 9) Resolution 2025-39 Accepting Donation

- 10) Resolution 2025-40 Accepting Donation
- 11) Resolution 2025-41 Approving Gambling License for Avon Sportsman's Club Raffle at Fisher's Club
- 12) Resolution 2025-36 Authorizing Conveyance of City-Owned Property to the Avon EDA and Imposing Conditions on Sale Proceeds (*Exhibit A*)
- 13) Approve CRD Loan Request for Insurance Avenues and Authorize Clerk to Execute Documents (*Exhibit A*)

***Motion Goebel to approve consent agenda as presented***

***Second Reiling***

***Passed Unanimously***

## **COUNCIL BUSINESS**

### **Dan Zimmermann –Blattner Field & Parks Board Updates**

Zimmermann gave an update on the progress of the Blattner Field improvements in particular the spectator deck. Council will consider a development agreement where the team pays for the improvements and grants the project back to the city, similar to what was done with the grandstand. An extension of the sidewalk around the back side of the grandstand is being considered so folks can walk behind, rather than in front, of others. This will also create a handicap accessible pathway.

***Motion Goebel to authorize placement of a 4' wide sidewalk behind the grandstand***

***Second Reiling***

***Passed Unanimously***

Zimmermann stated that the octo-ball court will be placed in Water's Edge park, courtesy of the Avon Women of Today and the Avon Lions Club. Avon Women of Today have also approached the Parks Committee and city staff regarding additional electrical services at Wobegon Trailhead for the purpose of additional holiday style lighting in the park. The Avon Lions Club has agreed to commit up to \$3,000 toward the project. Plans will need to be further developed and brought back to city council for consideration. Zimmermann presented an idea for extending the existing dugout at the youth field near Lions Park to create a storage area for baseball and field related tools and equipment. Refined plans and quotes will be brought to council for consideration.

### **Jeremy Mathiasen, Stantec - Engineering Update**

Mathiasen gave an update on various elements of the street and stormwater project currently in progress. Once sidewalks are in, grading can be done and turf restoration can begin. Paving is tentatively planned for the last week of September. Lift station project waiting for controls to come in, but within a week or so should see some movement in that area as well.

Mathiasen presented a survey of 405 1<sup>st</sup> St SE. Property owner is requesting clarification and restatement of an easement running through the property. Mathiasen recommended a wider easement initially, but property owner was not agreeable to that. A 20' wide easement is not ideal; however, the city would have some opportunity to keep structures away from the utility lines upon development.

***Motion Goebel to approve the easement as presented and to authorize City Clerk to execute documents and record the easement***

***Second Manthe***

***Passed Unanimously***

## **ISSUES BY STAFF**

### **Administration**

#### **Orderly Annexation Agreement**

Austing-Traut presented Resolution 2025-38 Joint Resolution as to Orderly Annexation. Council discussed the OAA at length. There is some concern about Section H.2 regarding operating feedlots with livestock proximity to residential dwellings in annexation areas. This should be reduced to 300' or exclude any feedlot structures bordering Avon Estates. Austing-Traut will address this issue with the township and bring the OAA back to city council for consideration.

### Community Center Update

Mayor Manthe gave an update about the status of the community center project. There is a possibility that the church may consider gifting the old school building to the senior group for use as a community center. Discussion centered around concerns about costs for repairs, maintenance, utilities, upkeep, and management of the property and whether the city would be willing and able to take on that additional responsibility at some point.

***Motion Reiling to authorize Inspectron to inspect the property and report back with any deficiencies and needed updates***  
***Second Schulzetenberge***  
***Passed Unanimously***

### Public Works

Kurtz and Pelkey presented their written report. Kurtz stated that there are less than a dozen meter change outs remaining. Several calls and door knocker attempts have been made. Request to put a fee on the utility bill (reimbursable upon completion of changeout).

***Motion Schulzetenberge to authorize a one-time fee of \$75 and letter to be sent to remaining changeouts.***  
***Reimbursable upon completion of changeout***  
***Second Manthe***  
***Passed Unanimously***

Kurtz requested approval for William E. Young DO Sensor \$2,602.15 and presented quotes for SCADA radio upgrades.

***Motion Goebel to authorize payment of invoice to William E. Young for DO Sensor \$2,602.15 that unexpectedly came in above the threshold for staff approval***  
***Second Reiling***  
***Passed Unanimously***

Kurtz presented quotes for SCADA radio upgrades to sync the lift station radios including the new stormwater lift. Low quote was from Preferred Controls at \$13,096 for a 900 mhz radio system and SCADA integration.

***Motion Schulzetenberge to accept Preferred Controls quote for \$13,096 for SCADA radio upgrades***  
***Second Manthe***  
***Passed Unanimously***

Pelkey is looking into some crack filling and chip sealing in various areas of town. He will bring quotes and a list of areas to a future meeting. Pelkey further updated the council on the touch activated pedestrian crossing signs. Solar operated signs are between \$2,500 - \$3,000 whereas a hard-wired option would run between \$4,500 and \$5,000. Hard wired signs could be run off of the existing street light power. Stearns County's maintenance director has asked if the city could consider taking over CSAH 54 from Achmann's to CSAH 9. Council consensus that this is not of interest to the city as there is very little benefit to the city.

### Police Department

Chief Nellis presented his written report and requested that Mayor Manthe draft a letter of support for a Community Partnership Grant. Austing-Traut will draft a letter for the Mayor to consider.

### Fire Department

Chief Swenson updated council about some warranty issues and repairs, and painting that still need to be handled. The Fire Department will host an October 5<sup>th</sup> Open House Kick Off to Fire Prevention Week from 4-6 pm at the Fire Hall. Mayor Manthe will say a few words and the paper will be contacted as well.

### **ISSUES BY COUNCIL**

***Adjourned at 9:10 pm.***

Respectfully Submitted,

Jodi Austing-Traut - City Clerk/Administrator