

**Minutes  
Avon City Council  
November 4, 2024**

**THE FOLLOWING MEMBERS WERE PRESENT**

Jeff Manthe – Mayor, Katie Reiling, Mark Schulzetenberge, Doug Schaefer, Aaron Goebel - 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**

None Present

**CONSENT AGENDA**

1. Council Minutes of October 7<sup>th</sup>, 2024 (with corrections to West Central Sanitation)
2. Receive Fire Department Minutes of September 30, 2024
3. Paid Check Register, Capital Expenditures, Payroll Deposits
4. Legal Fees, Engineering Fees, Auditor/Acct. Fees
5. Resolution 2024-39 Accepting Donations
6. Resolution 2024-40 Accepting Donations
7. Pay Application #7M (Materials) \$20,993 – W. Gohman
8. Pay Application #9L (Labor) \$110,370.05 – W. Gohman
9. FYI – Wayne Birkholz/Lake Wobegon Outfitters

*Motion Aaron Goebel to approve consent agenda with corrections to the minutes of October 7<sup>th</sup>, 2024 including a change to West Central Sanitation’s business name and note that Mark Schulzetenberge was absent*

*Second Reiling*

*Motion Carried Unanimously*

**COUNCIL BUSINESS**

Jeremy Mathiasen, Stantec gave an engineering update and discussed briefly the lead service line inventory requirements from the state. Avon Estates Southern View III utility work is moving along – still need to complete sidewalk construction and site restoration. Southern View IV will continue with sanitary and water main installation as well as storm sewer in the coming weeks. Stantec will provide oversight and construction management. These costs will be passed on to the developer. Mathiasen will come back to council in December with a project scope for a potential installation of a stormwater lift station near Blattner Drive.

**ISSUES BY STAFF**

**Administration**

Consider Resolution 2024-41 Approving and Authorizing the Execution of Assignment and Assumption of Rights and Obligations Agreement transferring Serenity Village Tax Increment Financing to new owner.

*Motion Goebel to approve Resolution 2024-41 Approving and Authorizing the Execution of Assignment and Assumption of Rights and Obligations Agreement*

*Second Reiling*

*Motion Carried Unanimously*

Consider Agreement for Maintenance of Property – Avon Estates Cutting/Bailing

There was discussion about the concern for thistle growth and spread. The city is responsible for all noxious weeds on public property and is required to report and handle any violations. The thistles will need to be removed before they head out. Contract will be presented to Josh Theisen with revisions. If Theisen is not interested, staff will present to the other interested parties.

***Motion Schaefer to adopt a Maintenance Agreement for Avon Estates with the provision that thistle may not be allowed to head out or grow more than 12” at any time or the contract will immediately terminate***

***Second Goebel***

***Motion Carried Unanimously***

Austing-Traut updated council on the preliminary tax levy that was submitted to Stearns County. Just prior to the city council voting on the preliminary levy, Stearns County had given staff a Local Net Tax Capacity figure of \$2,535,641 which would have resulted in a tax rate of 63.8 which is what the council used to set the preliminary levy. On October 7<sup>th</sup> Stearns County sent a report to the city showing that the LNTC had changed to \$2,306,084 resulting in a preliminary tax rate of 70.1. Staff has made some preliminary budgetary adjustments but unfortunately the property tax notices will be printed and mailed to property owners mid-November showing the previous numbers. Council will further address this issue at the annual Truth in Taxation Meeting at 6:00 pm on December 2<sup>nd</sup>. Council’s goal and intention is to bring the tax rate back down a level nearer to 64.0 as originally intended.

### **Public Works**

Pelkey presented his written report and stated that it has been advertised on several Albany Facebook pages that Avon’s compost site is open for all to use, however, the compost site is only for Avon City and Avon Township residents. Austing-Traut will reach out to the administrator of the Facebook page as well as the Albany City Administrator to ask that they clarify this with their residents. The city will begin random residency checks at the compost site and will impose a fee for those caught utilizing the compost site illegally. Staff will draft an amendment to the fee schedule to include this.

Kurtz presented his written report and a quote for repair of pump #2 in lift station #2 for \$3,389.25 to Electric Pump. This included a 25% warranty coverage.

***Motion Goebel to authorize payment of invoice for pump replacement as presented***

***Second Manthe***

***Motion carried unanimously***

Kurtz requested approval to order twelve more cases of water meters prior to yearend to get them at today’s pricing.

***Motion Reiling to order twelve cases of water meters prior to year end***

***Second Schaefer***

***Motion carried unanimously***

### **Police Department**

Written Report was presented. Chief Nellis requested approval of Contract for Vendor Services for Eric Schultz. Schultz will act as a city employee while working on contract for Stearns County. Stearns County will reimburse the city for salary and related expenses.

***Motion Schaefer to approve the Contract for Vendor Services for Eric Schultz***

***Second Goebel***

***Motion Passed Unanimously***

### **Fire Department**

Recommendation to hire two firefighters: Kirkland Nelson and Eric Muller. A start date of November 11th is planned.

***Motion Goebel to hire Nelson and Muller effective November 11th***

***Second Reiling***

***Motion Passed Unanimously***

### **ISSUES BY COUNCIL**

Special meeting will be held on Tuesday, November 12<sup>th</sup> at 7:30 am to canvass the election results.

Mayor Manthe encouraged all to vote and to vote yes to continue the half cent sales tax for street projects.

***Adjourned at 7:45 pm.***

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