



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
JUNE 25, 2012

Supervisors Present: Doebler Hass, Hewitt, Manthei and Sherper.

Staff Present: Clerk/Treasurer Spencer and Deputy Clerk/Treasurer Olson

Others Present: Jon Bogart, Town Engineer

Chairman Sherper called the Meeting to order at 7:00 p.m.

The assembly recited the Pledge of Allegiance.

1.2 Approve Regular Meeting Agenda: Hewitt/Manthei unanimous to approve Regular Meeting Agenda as submitted.

1.3 Approve Consent Agenda: Hewitt/Doebler unanimous to approve the Consent Agenda as submitted: Item A) May 21, 2012 Regular Board Minutes; B) Election Judges to serve at the 2012 Primary and General Elections contingent upon completion of the required election judge and administrative judge training sessions; C) Closing Town Hall on Thursday July 5, 2012.

1.4 Sheriff's Report: Sgt Johnson reported there were 161 calls for service in May for Livonia Township: 30 traffic stops, 9 property damage, 5 thefts, and 8 animal complaints. Clerk/Treasurer asked if the Department could patrol the area of the Livonia Cemetery more often due to increase in vandalism; Sgt Johnson acknowledged the request.

1.5 Fire Report: Chief Maloney provided May calls for service as follows: 3 medical assists, 3 gas leaks, 4 cancelled en route, 4 fire alarms, 3 arcing/down power lines, 1 lightening strike, 2 grass fires and 1 vehicle fire. The Department's assistance with the fire at the Verso Paper Mill in Sartell was commended in a letter received from the City of Sartell. The Town Board commended them for all their efforts throughout the communities. The annual golf tournament was a success. The Town Maintenance Department will participate in siren testing on June 27th, at 1:00 p.m. The County is developing a hazardous mitigation plan; public meetings will be held at the County Government Center.

1.6 Road Report: Maintenance Coordinator was unable to attend the meeting. The quote for refurbishing the 2000 Sterling was not acted on; will present at a future meeting. Scharbers in Rogers will be contacted for use of a tractor to mow ditches until Town takes delivery of the tractor on order.

2.1 Presentation – Charlie Blesener ISD 728 Director of Community Education: Charlie Blesener along with Randy Anderson ISD 728 Executive Director of Business Services were present to relay information about District improvements to the current Zimmerman High School site and future athletic/green space. Previously the focus was on the 80 acre north site. There are no plans at this time to build a school facility on that property based largely on the economic downturn and changing demographics within the District. Construction has started on installation of a 9 lane running track at the high school which represents an investment of \$900,000. The track will go around the entire football field with completion date to coincide with the start of football season this fall. Anderson responded to Hass's comment regarding a previous meeting with Dr Bezek where Bezek indicated the football field natural grass would be replaced with artificial turf; the District has no plan to replace the natural turf at this time. The District is also planning a new well on the west side of CR 45 to irrigate the middle/high school fields; the well on the elementary side will be expanded to take in the non irrigated field the girls soccer uses. The District recently purchased a 5.8 acre tract just north of and adjacent to the current high school fields. The goal is to work with the athletic department and stakeholders to develop baseball fields in the next 2-3 years. Due to cost of the track field, the recent land purchase and addition and upgrade to wells, the District has limited funds to work with for the development of the 5.8 acre parcel. Blesener would like to see the local youth groups; City and Township hold conversations with the District regarding possible financial support. Without outside help development of the 5.8 acre parcel will be extended by 3-4 years. The Board indicated they are interested in being included in the planning; the District will contact stakeholders regarding meetings.

2.2 Discussion regarding Windsor Pines warranty period: The Windsor Pines warranty expires in November of 2012. Bogart noted some erosion issues exist in the ditch along the west side of 110th Street north of 233rd Avenue. Hewitt/Hass unanimous to authorize Bogart to obtain 2-3 quotes choose the low quote and proceed to have the erosion issues repaired.



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2.3 Engineering: 277th/138th project progress- the project has not been started; Bogart has been in contact Knife River, the project has been pushed back due to the County Road 4 project backup. The project contract deadline is July 16th. Bogart will talk with contractor and subcontractors to encourage a start date for shortly after the July 4th holiday. **253rd Avenue project:** Bogart provided an engineering estimate. Based on the soil boring there is an area of organic soils to be taken out and replaced with good product which increases the cost beyond expectation. Hass/Doebler unanimous to table decision to the July meeting. **Lake Fremont Restoration:** Bogart reported the water is still high in Lake Fremont; SWCD is working with Bogart.

2.4 Approve Resolution No 12-14 imposing temporary weight restrictions on 277th Avenue located in Livonia Township: Moved by Hass, seconded by Hewitt to approve Resolution No. 12-14 imposing temporary weight restrictions on 277th Avenue commencing at the intersection of CR1 and 277th Avenue and continuing east approximately 1 mile to 136th Street. The Board authorizes the 5 ton per axle weight limitation signs be erected and maintained at the above location in conformance with M.S. 169.87 Subd. 1 until such time that a freeze/thaw season has occurred after the wear course of bituminous has been placed. Private utility vehicles such as electric company service vehicles, propane delivery vehicles, garbage vehicles, recycling haulers, septic vehicles, well maintenance vehicles and any other vehicle necessary for the essential maintenance of the home are waived from the 5 ton axle weight limit. Roll call: Doebler, Hass, Hewitt, Manthei, Sherper yes; none opposed. Motion carried.

2.5 Resolution No. 12-15 City of Zimmerman annexation of right of way 120th Street: Moved by Hewitt, seconded by Doebler to approve Resolution No. 12-15; a joint resolution for designation of certain land and the immediate annexation of the entire designated area. For the orderly annexation area consisting of .48 acres, 120th Street right of way beginning at 261st Avenue (CSAH No. 4) and continuing north and ending at Fremont Lane. Roll call: Doebler, Hass, Hewitt, Manthei, Sherper yes; none opposed. Motion carried.

2.6 Resolution No. 12-16 City of Zimmerman annexation of right of way 136th Street: Moved by Hass, seconded by Hewitt to approve Resolution No. 12-16; a joint resolution for designation of certain land and the immediate annexation of the entire designated area. For the orderly annexation area consisting of 1.32 acres, 136th Street right of way beginning at 261st Avenue (CSAH No. 4) and continuing north and ending at Oakwood Road. Roll call: Doebler, Hass, Hewitt, Manthei, Sherper yes; none opposed. Motion carried.

2.7 Review 253rd Avenue fence issue: With regard to the replacement of the Johnson/Bock, fence on 253rd Avenue, in 2010 the Board offered option to replace the fence or reimburse for the fence located on the upland area. It is questionable whether fence existed in the wetland area. Hewitt/Hass unanimous to authorize Clerk/Treasurer to draft letter with original offer of replacement of 800 feet of fence on the upland area of the property or reimbursement equal to one half of the amount of the low quote. Time line for response is 60 days; if no response one half of the amount of the low quote will be reimbursed to property owners.

3. Open Forum: Laverne Haugland, Town resident, was present to report on the vandalism at the Livonia Cemetery. Board suggested the Sheriff's Department be contacted when the destruction is noticed. Earlier in the meeting Sgt Johnson was asked if patrol could make their presence known in that area more often. Hass suggested the Cemetery Board consider options.

4.1 Payment of claims and transfer of funds: Hewitt/Doebler unanimous to approve payment of claims, including payroll as submitted, for payment of utility and interest bearing bills received after claim deadline and to transfer \$26,000.00 from savings to checking to cover claim numbers 5802-5834 check numbers 14975-15014 and Electronic Fund Transfer # 000018 for wire transfer fees and Electronic Fund Transfer #000019 for June 941 withholding tax.

4.2 Resolution 12-17 to transfer funds from General Fund 100 to Debt Service Fund 304: Moved by Hewitt, seconded by Doebler to approve transfer of \$45,332.11 from General Fund 100 which was committed for Debt Service to 2010 FM Building COI Fund 304. Roll call: Doebler, Hass, Hewitt, Manthei, Sherper, yes; none opposed. Motion carried.



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4.3 Supervisor Reports: Hewitt did not have a report. Doebler reported on the Park Board meeting. There was discussion about whether or not there should be park dedication fees for commercial/industrial development. In looking at the Subdivision Ordinance, it was found a dedication fee already exists. Board authorized Clerk/Treasurer to contact Town Attorney to review and process for amending the fees. Doebler reported the grasses are very high in the Sugar Bush Park. Board suggested quotes be obtained for a walk behind mower suitable for mowing in the park and a commercial grade blower. There was question about whether or not to allow snowmobiles through the Girl Scout Camp; No action taken. Hass reported contacting the Mills regarding the appraisal of their property; Mills felt appraisal too low. No action taken. Manthei reported on the watershed meeting. The Cemetery Board met. It was found 26 stones in the Cemetery are sinking; STS may be contacted to help with leveling. The last known burial in the Whitney Craig cemetery was in 1990; the Sherburne History Center may have more information. Sherper attended the Local Board of Appeal & Equalization Training as did Supervisors Hass, Hewitt and Manthei. Sherper will attend the multi state meeting of townships in Wisconsin. The meeting will include District Directors from Minnesota, Wisconsin, North and South Dakota.

5.1 Update on retro reflectivity signage requirements: On May 14 the Federal Highway Administration enacted rules to eliminate the date for replacing non compliant signs that exist in townships. That rule does not eliminate townships from having a policy designed to maintain sign retro reflectivity at or above the established levels. Livonia Township adopted a policy in 2009 establishing an implementation plan that sets priorities by location for installing new replacement signs. An inventory of signs located in the Township has been done, noted on maps and a data base was set up.

5.2 Draft Newsletter: Board received copy of draft newsletter prior to the meeting. There has been some response from recipients who want to receive the newsletter electronically. Board noted for the next newsletter a reminder to the public if they wish to receive the newsletter electronically they should email the office at livtownclrk@sherbtel.net.

5.3 OSHA safety grant-authorization to purchase safety items: The Safety Grant for purchase of safety items was submitted to the State for consideration. Items on the list included electrical work, personal protection equipment, shop equipment to meet OSHA standards and a lift crane for the 1 ton truck. Total estimated cost \$5,203.56 without the grant; the grant would reimburse one half the cost. The Township has an August 15, 2012 deadline to have items completed per the consultation in June. Hass/Hewitt unanimous to purchase the items with or without the grant money due to the workplace consultation that was held in June.

5.4 Authorize striping of the Town parking lot: Hass/Hewitt unanimous to authorize up to \$1,000 for striping of the parking lot.


5.5 Updates: a) Quarterly Association of Townships meetings: Livonia Township will host the next Township Association meeting on July 18 at 7:00 p.m. Secretary Anderson of Blue Hill Township should be sending notices out soon; b) Hunter Lake Property: Clerk/Treasurer received permission to enter the property for surveying; Bogart was instructed to move forward with the survey. A title search will also be done. After the title search has been done, application can be sent to the County. There was discussion regarding funding for the costs; could be shared between the Park and Road and Bridge Fund.

Hass/Doebler unanimous to adjourn meeting at 8:45 p.m.

Approved this 23rd day of July 2012



Chairman or Vice Chairman



Clerk/Treasurer or Deputy Clerk/Treasurer