



2013 ANNUAL MEETING OF
LIVONIA TOWNSHIP
HELD AT THE LIVONIA TOWNSHIP HALL
MARCH 12, 2013

-
- 1. CALL TO ORDER:** Lila Spencer, Clerk/Treasurer called the meeting to order at 8:01 p.m. The assembly recited the Pledge of Allegiance. Those wishing to speak were asked to state their name and address for the record.
- 2. ELECTION OF MODERATOR:** Clerk/Treasurer called for nominations to elect a moderator. Don Sherper moved to nominate John Olson to moderate the meeting; there were no other nominations. Moved by Shelley Sherper, seconded by Dave Hewitt to install John Olson as moderator.
- 3. MOTION TO APPROVE 2013 ANNUAL MEETING AGENDA:** Olson called for a motion to approve the 2013 Annual Meeting Agenda. Moved by Butch Hass, seconded by Cheryl Schraeder to approve 2013 Annual Meeting Agenda. There was no discussion; motion carried.
- 4. MOTION TO DISPENSE WITH READING OF THE 2012 ANNUAL MEETING MINUTES:** Olson called for a motion to dispense with reading of the 2012 Annual Meeting Minutes. Moved by Dave Hewitt, seconded by Doug Manthei to dispense with reading of the 2012 Annual Meeting Minutes; no discussion, motion carried.
- 5. MOTION TO APPROVE THE 2012 ANNUAL MEETING MINUTES AS SUBMITTED:** Olson called for a motion to approve the 2012 Annual Meeting Minutes. Moved by Dave Hewitt, seconded by Gary Doebler to approve the 2012 Annual Meeting Minutes as submitted; no discussion, motion carried.
- 6. BOARD OF AUDIT REPORT/FINANCIAL REPORT:** Clerk/Treasurer Spencer read the Board of Audit report and balances in accounts as of December 31, 2012 as follows: The Annual Board of Audit was conducted on February 4, 2013 Prior to the meeting each Board member selected a minimum of three checks and three receipts to be audited for the year ending December 31, 2012. During the Board of Audit each Supervisor examined the invoices and claims for payment, verified the checks written to vendors were in the amount of the claim and verified the payments with the corresponding bank statement. Each Supervisor examined the receipts for monies received and confirmed the receipt was written for the exact dollar amount of the monies received. They confirmed the receipts written agreed with the deposit on the corresponding bank statement. The Board found all checks and receipts audited to be in good order. Balances in accounts at the Bank of Elk River as of December 31, 2012: Commercial Checking with interest. \$5,610.60; High Yield Business Money Market, \$1,214,727.01 and 60 Month Landfill CD \$100,000.00. Olson called for motion to approve the Board of Audit and Financial Report. Moved by Dave Hewitt seconded by Don Sherper to approve the Board of Audit and Financial Report as presented; no discussion, motion carried.
- 7. ROAD REPORT:** Doug Manthei provided information on product purchased in 2012 for road maintenance as follows: 464 tons salt/sand @ \$15,367; 548 tons shoulder material @ \$5,347; 21 tons asphalt repair material @ \$1,488 and Fuels for equipment @ \$9,031. The Township purchased a John Deere utility tractor and disk mower for \$48,879. Road projects completed in 2012 are as follows: Reconstruction of 277th Ave & 138th St lying east of CR 1 and west of Lake Diann Road @ \$230,043; second lift of bituminous on 245th Ave from 104th St to 97th St @ \$75,142; 4½ miles of chip seal @ \$69,216; 3¾ miles of crack repair @ \$10,840; bituminous patch on 253rd Ave east of 134th Street @ \$67,246; 4½ miles of centerline striping @ \$3,991; spray injection patching 253rd Ave between CR 45 & CR 46 @ \$2,950; fence repair @ \$1,274 and equipment maintenance @ \$19,193. During 2012 Livonia Township received \$4,185 in gravel tax, \$38,732 road allotment and \$8,480 landfill host fees. Olson called for motion to approve the Road Report. Moved by Butch Hass, seconded by Kevin Hiller to approve the 2012 Road Report as submitted; no discussion, motion carried.
- 8. PARK BOARD REPORT:** Gary Doebler provided the following: The Town Park Board consists of five members-Dave Hewitt, Jody Hammre, Sandy Brummer, Jan Wallin and Gary Doebler. A feasibility study for a trail connection from Great Northern Trail to the Sugarbush Preserve was completed in 2011 which will enable the Township to move forward with connection between the two. To accomplish this, the Township will take advantage of DNR grants and partnerships between the County, Waste Management and City of Elk River. Attendees viewed mapping of the options for routing the trail. In 2012 Sherburne County acquired the railroad trail section from Waste Management. Olson called for a motion to approve the Park Board Report. Moved by Kevin Hiller, seconded by Don Sherper to approve the Park Board Report; no discussion; motion carried.



2013 ANNUAL MEETING OF
LIVONIA TOWNSHIP
HELD AT THE LIVONIA TOWNSHIP HALL
MARCH 12, 2013

9. CEMETERY REPORT: Gary Doebler reported the Cemetery Board consists of five members -Jan Wallin, Rose Olson, Don Sherper, Doug Manthei and Gary Doebler. The Cemetery Board has identified 24 flat grave markers that were sinking below ground level. They were raised to ground level through the efforts of the Cemetery Board, Livonia Maintenance employees and a County Sentence to Serve crew. Olson called for a motion to approve the Cemetery Report. Moved by Doug Manthei seconded by Kevin Hiller to approve the Cemetery Report; no discussion, motion carried.

10. FIRE REPORT: Butch Hass provided the Zimmerman/Livonia Fire Department budget break out as shown on the overhead presentation. The 2013 proposed fire budget for Livonia Township is \$203,634 an increase from 2012 which is attributable to the drop in property values. Livonia Township's portion of the fire budget is made up of the number of fire runs and the net tax capacity. Olson called for a motion to approve the Fire Report. Moved by Cheryl Schraeder, seconded by Gary Doebler to approve the Fire Report; no discussion, motion carried.

11. INTERGOVERNMENTAL REPORT: Don Sherper reported there are many issues before the State Legislature. Of interest to the Townships is that of annexation and consideration for change to limit a maximum of 120 acres to be annexed in a 5 year period. An orderly annexation would be binding between two parties with no third party interference allowed. Frac sand mining is raising environmental concerns and issues with groundwater contamination, silicosis, other lung disease, scaring of the landscape, lowering of property values and creating infrastructure damage to roads and bridges. The mining industry would like to eliminate oversight by the Township for permitting which would weaken local controls. Payment in lieu of taxes (PILT) funding has historically been inadequate to cover costs of road maintenance and emergency services when land is removed from tax rolls; the expense falls mostly on local township governments. Property tax reform is needed since 75% of township services are funded by property tax levy. If the proposed levy for Livonia Township is approved, it will be the fourth consecutive year the Township has had a zero percent levy increase. A proposal is looming for much of the rich western and southern Minnesota farmland to be reestablished as a prairie pothole region as it was before statehood. At this time MnDot is studying all state road systems to insure roads are maintained and assigned to the appropriate level of government. Today about 39% are township roads-53,800 miles; 34% county roads-46,000 miles and 16% state and federal roads-12,000 miles. The jurisdictional realignment project will result in some changes in road maintenance responsibility, which may affect townships. State government has been encouraging local governments to work together. Livonia and Baldwin Townships have a joint powers agreement for the 112th Street project along with shared road agreements with the other surrounding local governments. The Minnesota Association of Townships is working with State organizations, cities, counties and schools to promote legislation in areas of common interest. In the past Livonia Township has worked with the City of Zimmerman and as opportunities arise will continue to do so. Olson called for a motion to approve the Intergovernmental Report. Moved by Gary Doebler, seconded by Dave Hewitt to approve the Intergovernmental Report; no discussion, motion carried.

12. PRESENTATION OF THE PROPOSED 2014 TAX LEVY: Dave Hewitt presented the proposed 2014 tax levy as follows:

100 General Fund	\$ 133,401.00
210 Road and Bridge Fund	715,761.00
240 Cemetery	1,110.00
250 Fire	203,634.00
275 Park	6,382.00
305 Building General Obligation	89,187.00
TOTAL	\$1,149,475.00

He explained the proposed levy is flat with last year and explained how the dollars are spent within each fund. The Township has a Capital Improvement Plan which consists of an inventory of the roads and the condition of each. The Plan allows the Board to look ahead in a proactive way for maintenance of the Town roads in order to prolong the life of our roads. There are 75 miles of road in the Township. In the fall, the Supervisors do a road tour to determine road conditions. A report is presented, the Engineer provides a cost estimate, the budget model is set up and construction projects are projected out for a five-year period. A pavement life cycle has been set up which allows for periodic crack repair followed by chip seal, reconstruction or overlay. Planned projects for 2013 include reclamation & overlay of 2 miles of 112th Street north of 269th



2013 ANNUAL MEETING OF
LIVONIA TOWNSHIP
HELD AT THE LIVONIA TOWNSHIP HALL
MARCH 12, 2013

Avenue through Baldwin Township and ending at 285th Avenue. For this project Livonia and Baldwin Townships entered into a joint powers agreement to obtain more favorable quantity pricing. 277th Avenue east of County Road 1 to the Lake Diann Road, including 138th Street south of 277th Avenue will get the second lift of bituminous. Crack repair will be scheduled on 10 miles of road, chip seal on 3½ miles of road, along with roadside mowing, tree brushing, road striping and emergency fixes to various roadways within the Township. Future projects include reconstruction of ½ mile of 273rd Avenue west of Highway 169 to County Road 45, reclamation & overlay of 1 mile of 112th Street between County Road 74 and County Road 19, reclamation/overlay in Pine View Estates, 2nd lift of bituminous on 112th Street north of 269th Avenue to 277th Avenue, crack repair, chip seal, roadside mowing, tree brushing, road striping and emergency fixes. The largest portion of the Road and Bridge Fund, 66%, goes for contract repair of the roads in the Township. Hewitt referred to the tax levy graph which was projected for viewing. The proposed 2014 tax levy, if accepted, will remain flat at \$1,149,475 as it has been since 2011. Olson called for a motion to approve the presentation of the Proposed 2014 Levy. Moved by Doug Manthei, seconded by Kevin Hiller to approve the 2014 Proposed Levy; no discussion, motion carried.

13. CALL FOR BUSINESS FROM THE FLOOR: Olson conveyed to the electorate a letter from Ivan Sand Community School was received at the Town office requesting a donation to assist their students with academic expenses. Olson asked for a motion from the floor to approve or deny the request. Moved by Don Sherper, seconded by Dave Hewitt to deny the request. Butch Hass moved to amend the motion making it a blanket denial to all requests for donations at this meeting. The amendment was acceptable to seconder Dave Hewitt. Further discussion: For the record Don Sherper stated the Township in the past has donated as much as \$20,000 in one year to various organization; the requests were getting out of hand. Sherper said it would be better for individuals to donate on their own vs. burdening the Township tax role. Olson called for a vote on the amendment; motion carried. Olson called for a vote on the original motion to include the amendment; deny the request for donation by Ivan Sand Community School and all requests for donations at this meeting; motion carried.

14. ELECTORATE APPROVAL OF THE 2014 PROPOSED LEVY: Olson called for motion to approve the 2014 Proposed Levy. Moved by Gary Doebler, seconded by Cheryl Schraeder to approve the 2014 Proposed Levy as presented; no discussion, motion carried.

15. SET DATE, TIME AND LOCATION FOR THE 2014 ANNUAL ELECTION AND ANNUAL MEETING: Olson called for a motion to set date, time and location for the 2014 Annual Election and Annual Meeting. Moved by Doug Manthei, seconded by Shelley Sherper to hold the 2014 Annual Election and Annual Meeting the second Tuesday in March with election polls opening at 10:00 a.m. and closing at 8:00 p.m. The Annual Meeting will follow at 8:01 p.m.; all located at the Livonia Town Hall. No discussion; motion carried.

16. ANNOUNCEMENTS: Township Cleanup Day is Saturday April 20, 2013 from 8:00 a.m. to 12 noon. More information will be provided in the Elk River Star News and Zimmerman today Newspaper as the day approaches.

17. MOTION TO ADJOURN OR CONTINUE THE ANNUAL MEETING TO A SPECIFIC DATE, TIME AND PLACE FOR THE PURPOSE OF CERTIFYING THE LEVY TO THE COUNTY AUDITOR PRIOR TO THE SEPTEMBER 15, 2013 DEADLINE. Olson called for a motion to adjourn or continue the Annual Meeting to a specific date, time and place for the purpose of certifying the 2014 Levy to the County Auditor prior to the September 15, 2013 deadline. Moved by Dave Hewitt, seconded by Gary Doebler to continue the 2013 Annual Meeting to August 26, 2013 at 6:00 p.m. at the Livonia Town Hall for the purpose of certifying the 2014 Levy. There was no discussion; motion carried.

Olson declared the Meeting recessed at 8:45 p.m.



2013 ANNUAL MEETING OF
LIVONIA TOWNSHIP
HELD AT THE LIVONIA TOWNSHIP HALL
MARCH 12, 2013

CONTINUATION OF THE MARCH 12, 2013 ANNUAL MEETING

AUGUST 26, 2013

The continuation of the 2013 Livonia Township Annual Meeting was held on Monday, August 26, 2013 at the Livonia Town Hall located at 11162 265th Avenue, Livonia Township, Sherburne County, State of Minnesota. The meeting was recorded for transcription purposes only.

John Olson, Moderator, reconvened the meeting at 6:00 p.m.

Olson stated the purpose of the continuation of the 2013 Annual Meeting was to certify the 2014 levy and adjourn the 2013 Annual Town Meeting.

Olson called for a motion to certify the 2014 levy at \$1,149,475 as approved by the Electors at the March 12, 2013 Annual Meeting. A motion was made by Butch Hass to certify the 2014 levy at \$1,149,475. There was no discussion. Dave Hewitt seconded the motion. Motion carried unanimously.

Olson called for a motion to adjourn the 2013 Annual Meeting. Motion by Gary Doebler, seconded by Doug Manthei to adjourn the 2013 Annual Meeting at 6:03 p.m. Motion carried unanimously.

Approved this 11th day of March 2014.

Rose Olson, Clerk/Treasurer

Attest:

John Olson, Moderator