



2015 ANNUAL MEETING OF
LIVONIA TOWNSHIP
HELD AT THE LIVONIA TOWNSHIP HALL
MARCH 10, 2015

THE MINUTES ARE IN DRAFT FORM UNTIL APPROVED BY THE ELECTORATE AT THE 2016 ANNUAL TOWN MEETING

- 1. CALL TO ORDER:** Jody Hammre, Clerk/Treasurer called the meeting to order at 8:01 pm. 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 Hammre called for nominations to elect a moderator. Lila Spencer nominated Don Bostrom to moderate the meeting; there were no other nominations. Moved by Lila Spencer, seconded by Gary Doeblner to install Don Bostrom as moderator. Motion carried.
- 3. MOTION TO APPROVE 2015 ANNUAL MEETING AGENDA:** Moderator Bostrom called for a motion to approve the 2015 Annual Meeting Agenda. Moved by Butch Hass, seconded by Dave Hewitt to approve 2015 Annual Meeting Agenda. There was no discussion; motion carried.
- 4. MOTION TO DISPENSE WITH READING OF THE 2014 ANNUAL MEETING MINUTES:** Moderator Bostrom called for a motion to dispense with reading of the 2014 Annual Meeting Minutes. Moved by Lila Spencer, seconded by Dave Hewitt to dispense with reading of the 2014 Annual Meeting Minutes. There was no discussion, motion carried.
- 5. MOTION TO APPROVE THE 2014 ANNUAL MEETING MINUTES AS SUBMITTED:** Moderator Bostrom called for a motion to approve the 2014 Annual Meeting Minutes as submitted. Moved by Butch Hass, seconded by Dave Hewitt to approve the 2014 Annual Meeting Minutes as submitted. There was no discussion, motion carried.
- 6. BOARD OF AUDIT REPORT/FINANCIAL REPORT:** Clerk/Treasurer Hammre read the Board of Audit Report and balances in accounts as of December 31, 2014 as follows: The Annual Board of Audit was conducted on February 2, 2015. Prior to the meeting each Board member selected a minimum of three receipts and three checks to be audited for the year ending December 31, 2014. During the Board of Audit each Supervisor examined the receipts and confirmed the receipt was written for the exact dollar amount of the check, transfer or electronic fund transfer. Each Supervisor examined the invoices and claims for payment, verified the checks written to vendors were in the amount of the claim. The Supervisors found all receipts and checks audited to be in good order. Balances in accounts at The Bank of Elk River as of December 31, 2014: Commercial Checking with interest \$28,678.64; High Yield Business Money Market \$1,443,309.90; and 60 Month Landfill CD \$100,000.00. Moderator Bostrom called for motion to approve the Board of Audit and Financial Report. Moved by Dave Hewitt, seconded by Gary Doeblner to approve the Board of Audit and Financial Report as presented. There was no discussion, motion carried.
- 7. ROAD REPORT:** Doug Manthei provided information on product purchased in 2014 for road maintenance as follows: 1199 tons salt/sand @ \$41,293 compared to 1017 tons last year, 59 tons shoulder material @ \$881; 22 tons asphalt repair material @ \$1,548 and Fuels for equipment @ \$22,828. The Township purchased a 3 Point Broom @ \$6,850 for road sweeping. Road projects completed in 2014 are as follows: bituminous reclamation and overlay of ½ mile of 273rd Ave (From HWY 169 west to County Road 45 @ \$123,136; 2nd lift of bituminous on 1 mile of 112th St from 269th Ave to the Baldwin Township Line (a joint project with Baldwin Township to save mobilization costs) @ \$81,126; 2nd lift of bituminous on .19 mile of 120th St from Grams Park to Zimmerman City Limits @ \$15,441; 10 miles of crack repair @ \$24,735; 3 miles of chip sealant @ \$51,338; bituminous patch for pothole repair as needed @ \$1,548; 3 miles of road striping @ \$2,750; equipment maintenance cost of \$32,500 which included transmission repair, sander repair and other plow truck repairs; for a total Road maintenance cost of \$332,574. Other Road information includes: the Board is selling the oldest plow truck and will replace it with a newer plow truck this spring; Gravel Tax received \$2,629, Road Allotment received \$38,632 and Landfill Host fees received \$5,082 for a total of \$46,343. Moderator Bostrom thanked Doug Manthei for the report. No action needed.
- 8. PARK BOARD REPORT:** Gary Doeblner provided the following: the Park Board meets the 4th Monday of every other month. The Town Park Board consists of six members - Dave Hewitt, Gary Doeblner, Jody Hammre, Don Sherper, Lila Spencer and Jan Wallin. Park Board Activities in 2014 included the Joint Zimmerman Ball fields Lighting Project Ceremony and Picnic – a well-attended free event to celebrate the joint project and the 1st Annual Luminary Walk/Ski/Snowshoe Event at Sugar Bush Preserve held in March of 2014. Photos of Sugarbush Preserve trails and activities were displayed. Moderator Bostrom thanked Gary Doeblner for the report. No action needed.



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9. CEMETERY REPORT: Gary Doebler reported the Cemetery Board consists of five members -Jan Wallin, Gary Doebler, Jody Hammre, Doug Manthei and Don Sherper. The Cemetery Board continues to identify hazardous gravesites that are sinking below ground level. Board members and Livonia Maintenance employees and a County Sentence to Serve crew will continue to work to level them out as they are identified. Moderator Bostrom thanked Gary Doebler for the report. No action needed.

10. FIRE REPORT: Butch Hass provided the Zimmerman/Livonia Fire Department budget break out as shown on the overhead presentation. Hass explained the expenditure breakdown and budget allocation. Livonia Township's portion of the fire budget is made up of the number of fire runs and the net tax capacity. Butch Hass expressed the pride the community has in our fire department. Moderator Bostrom thanked Butch Hass for the report. No action needed.

11. INTERGOVERNMENTAL REPORT: Lila Spencer gave an explanation of Township Day – the 2nd Tuesday of March each year, the history of Townships, and informed the audience that Livonia Township is 149 years old. Spencer also presented the LGIA Award that Livonia Township received from the Humphrey School of Public Affairs for Livonia Township's community cooperation and leadership including the Lighting Project for Zimmerman Athletic Fields, shoreline restoration on Lake Fremont, and joint road projects to reduce cost. Spencer also discussed the Blandin Foundation Broadband Community designation that Sherburne County recently received, a program to help communities gain Broadband access for all residents. Moderator Bostrom thanked Lila Spencer for the report. No action needed.

12. PRESENTATION OF THE PROPOSED 2015 TAX LEVY: Dave Hewitt presented the proposed 2016 tax levy as follows:

100 General Fund	\$ 135,844.00
210 Road and Bridge Fund	801,391.00
240 Cemetery	1,160.00
250 Fire	205,400.00
275 Park	2,280.00
305 Building General Obligation	88,793.00
TOTAL	\$1,234,868.00

Hewitt explained the proposed levy is showing an increase of 2.8%, an increase due to costs in the General and Road and Bridge Funds; he explained how the dollars are spent within each fund. Hewitt went on to explain that maintenance of roads is less expensive than reconstruction, and usage impacts the life of the road. 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. Each year 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 2015 include Reconstruction of 112th St between County Road 74 and County Road 19, 2nd lift of bituminous of 1/2 mile of 273rd Ave between Hwy 169 and County Road 1, and Reconstruction of 1000' of 239th Avenue including the Tibbets Brook area and culvert replacement. Crack repair and Chip Seal will be scheduled on selected roadways, along with roadside mowing, tree brushing, road striping and emergency fixes to various roadways within the Township. Future projects include Reclamation/Overlay of 112th St north of County Road 19, Reclamation/Overlay of selected development roads, Crack Repair, Chip Sealant, Roadside Mowing, Tree Brushing, Road Striping and Emergency Fixes.. The largest portion of the Road and Bridge Fund, 60%, goes for contract repair of the roads in the Township. Hewitt referred to the tax levy graph which was projected for viewing.

13. CALL FOR BUSINESS FROM THE FLOOR: Moderator Bostrom called for other business from the floor. There being none, no action.

14. ELECTORATE APPROVAL OF THE 2016 PROPOSED LEVY: Moderator Bostrom called for motion to approve the 2016 Proposed Levy. Moved by Butch Hass, seconded by Don Sherper to approve the 2016 Proposed Levy as presented. There was no discussion, motion carried.



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15. SET DATE, TIME AND LOCATION FOR THE 2016 ANNUAL ELECTION AND ANNUAL MEETING: Moderator Bostrom called for a motion to set date, time and location for the 2016 Annual Election and Annual Meeting. Moved by Dave Hewitt, seconded by Lila Spencer to hold the 2016 Annual Election and Annual Meeting the second Tuesday in March with election polls opening at 10:00 am and closing at 8:00 pm. The Annual Meeting will follow at 8:01 pm; all located at the Livonia Town Hall. There was no discussion; motion carried.

16. ANNOUNCEMENTS: Township Cleanup Day is Saturday, April 25, 2015 from 8:00 am to 12 noon. Check the website and your Livonia Newsletter for details, a reminder will run in the Elk River Star News 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, 2014 DEADLINE. Moderator Bostrom called for a motion to adjourn or continue the Annual Meeting to a specific date, time and place for the purpose of certifying the 2016 Levy to the County Auditor prior to the September 15, 2014 deadline. Moved by Don Sherper, seconded by Gary Doebler to continue the 2015 Annual Meeting to August 24, 2015 at 6:00 pm at the Livonia Town Hall for the purpose of certifying the 2016 Levy. There was no discussion; motion carried.

Patty Buswell, Head Election Judge, announced the unofficial election results - Supervisor B: Lila Spencer received 68 votes, Sheldon Pool received 73 Votes, there were no write-in votes, for a total of 141 votes cast. Supervisor C: Dave Hewitt received 131 votes, there were 2 write-in votes, for a total of 133 votes cast. Supervisor E: Butch Hass received 130 votes, there were 3 write-in votes, for a total of 133 votes cast.

Moderator Bostrom declared the Meeting recessed at 8:48 pm.



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CONTINUATION OF THE MARCH 10, 2015 ANNUAL MEETING

AUGUST 24, 2015

The continuation of the 2015 Livonia Township Annual Meeting was held on Monday, August 24, 2015 at the Livonia Town Hall located at 11162 265th Ave, Livonia Township, Sherburne County, State of Minnesota. The meeting was recorded for transcription purposes only.

Don Bostrom, Moderator, reconvened the meeting at 6:00 pm.

Bostrom stated the purpose of the continuation of the 2015 Annual Meeting was to certify the 2016 levy and adjourn the 2015 Annual Town Meeting.

Bostrom called for a motion to certify the 2016 levy at \$1,234,868.00 as approved by the Electors at the March 10, 2015 Annual Meeting. A motion was made by Gary Doebler to certify the 2016 levy at \$1,234,868.00. There was no discussion. Lila Spencer seconded the motion. Motion carried unanimously.

Bostrom called for a motion to adjourn the 2015 Annual Meeting. Motion by Lila Spencer, seconded by Butch Hass to adjourn the 2015 Annual Meeting at 6:03 pm. Motion carried unanimously.

Approved this 8th Day of March, 2016

Jody Hammre, Clerk/Treasurer

Attest:

Moderator