



2020 ANNUAL MEETING OF
LIVONIA TOWNSHIP
HELD AT THE LIVONIA TOWNSHIP HALL
MARCH 10, 2020

THE MINUTES ARE IN DRAFT FORM UNTIL APPROVED BY THE ELECTORATE AT THE 2021 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 clearly for the record.
- 2. ELECTION OF MODERATOR:** Clerk/Treasurer Hammre called for nominations to elect a moderator. Butch Hass, 27124 127th Street NW, Zimmerman, nominated Don Bostrom 9755 277th Ave NW, Zimmerman, to moderate the meeting; there were no other nominations. Motion made by Lila Spencer, PO Box 40, Zimmerman, seconded by Todd Maloney, 10109 277th Ave NW, Zimmerman, to install Don Bostrom as moderator. Motion carried.
- 3. MOTION TO APPROVE 2020 ANNUAL MEETING AGENDA:** Moderator Bostrom called for a motion to approve the 2020 Annual Meeting Agenda. Lila Spencer seconded by Kevin Hiller, 10785 261st Ave, Zimmerman, to approve 2020 Annual Meeting Agenda. There was no discussion. Motion carried.
- 4. MOTION TO DISPENSE WITH READING OF THE 2019 ANNUAL MEETING MINUTES:** Moderator Bostrom called for a motion to dispense with reading of the 2019 Annual Meeting Minutes. Moved by Matt Kuker, 23812 98th Street, Elk River, seconded by Sheldon Pool, 13148 269th Ave, Zimmerman to dispense with reading of the 2019 Annual Meeting Minutes. There was no discussion, motion carried.
- 5. MOTION TO APPROVE THE 2019 ANNUAL MEETING MINUTES AS SUBMITTED:** Moderator Bostrom called for a motion to approve the 2019 Annual Meeting Minutes as submitted. Moved by Lila Spencer, seconded by Butch Hass to approve the 2019 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 and Financial Report and balances in accounts as of December 31, 2019 as follows: The Annual Board of Audit was conducted on January 21, 2020. 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, 2019. 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 funds transfer. Each Supervisor examined the invoices and claims for payment and verified the checks written to vendors were in the amount of the claim. The checks and receipts were then verified with the banking records. 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, 2019: Commercial Checking with interest \$48,451.73; High Yield Business Money Market \$1,468,819.03; and 60 Month Landfill CD \$100,000.00. Moderator Bostrom called for a motion to approve the Board of Audit and Financial Report. Moderator Bostrom thanked Clerk/Treasurer for the report.
- 7. ROAD REPORT:** Sheldon Pool provided information on product purchased in 2019 for road maintenance as follows: 845 tons salt/sand @ \$23,092 compared to \$23,114 last year, 32 tons shoulder material @ \$1,868; 60 tons asphalt repair material @ \$801; 385 tons Class 5 @ \$1,803 and Fuels for equipment @ \$17,907. Equipment purchased: a Kubota skid steer loader, which is a yearly lease for replacement at \$2,000.00. 2019 Road Projects completed included 239th Street reconstruction at \$672,204, 120th Street reclamation at \$81,399, various road borings at \$4,230, crack repair at \$13,500, and equipment maintenance cost at \$37,531 for a total of \$808,864. Other 2019 road information: in 2019 the township received \$6,095 in gravel tax, generated from Tiller, Toth, Plaisted, and Miller gravel pits; \$49,186 road allotment from the state that comes through the County; \$5,010 Landfill Host Fees from Waste Management for Demolition and Construction Debris totaling \$60,291. Supervisor Pool asked if there were any questions. There were no questions. Moderator Bostrom thanked Supervisor Pool for the report. No action needed.
- 8. Park Committee Report:** Supervisor Kuker presented the Park Committee Report. The Park Committee consists of Matt Kuker and Kevin Hiller. There are two park areas in the Township. The Sugarbush area north park phase one was roughed in. New granite chips were added in the Sugarbush Preserve in some areas. The Supervisors approved the Girl Scout Silver Project Dog Park to be located in Sugarbush North Park. The Sugarbush Preserve trail system map was displayed. Northpoint Park: trails were roughed in, some class 5 was added, undergrowth was cleared, grass was planted, picnic tables and garbage cans



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were also placed in the park. The Park Committee is looking to add amenities to the Sugarbush North Park, such as a pavilion or disc golf. Any suggestions would be welcome. They will also complete the trails in Sugarbush North Park and North Point Park. Supervisor Kuker asked if there were any questions. Ryan Carlson, 26932 117th Street, Zimmerman, MN 55398 asked if there will be a trail from Outlot A in The Woods at Lake Fremont development to Highland Meadows Third Addition. Supervisor Hiller answered that there are trail easements for the connection, however there is some low ground and there is not enough money in the budget to construct a trail right now. There were no other questions. Moderator Bostrom thanked Supervisor Kuker for the report. No action needed.

9. CEMETERY REPORT: Supervisor Hiller presented the Cemetery Report. The Cemetery Board consists of Jan Wallin (Chair), Jody Hammre, Doug Manthei, Todd Maloney and Kevin Hiller. In 2019 there were 6 lots purchased and 4 burials. 4 more blocks were marked out in the west side for further expansion. The cemetery is maintained by township staff. Office staff continues to update Livonia Cemetery history. Supervisor Hiller asked if there were any questions. There were no questions. Moderator Bostrom thanked Supervisor Hiller for the report. No action needed.

10. INTERGOVERNMENTAL REPORT: Todd Maloney reported that the Intergovernmental Committee consists of himself and Sheldon Pool. Minnesota Association of Townships holds three meeting courses throughout the year. The Sherburne County Association of Townships also holds three meetings per year to discuss what is happening in other townships. The township attends meetings throughout the year with the City of Zimmerman and Sherburne County staff to coordinate area planning. Moderator Bostrom thanked Todd Maloney for the report. No action needed.

11. FIRE REPORT: Butch Hass provided background information about the Zimmerman Livonia Fire District. Hass explained the cost of service and that the cost formula is based on several factors including home values. This formula results in fire calls in the township costing more per call than the City of Zimmerman or the other areas served. He compared some of the call for service numbers and the tax capacity breakdown. The total Fire District budget for 2019 was \$470,478.00. Hass then spoke about the new fire hall with an attached event center. Ryan Carlson, 26932 117th Street, Zimmerman asked where the new fire hall will be located. Hass replied that it will be in the Zimmerman City Limits and explained the location. Carlson asked if this is a project that should be up for election for approval. Hass explained that there will be Public Hearings on the funding for the projects.

12. PRESENTATION OF THE PROPOSED 2021 TAX LEVY: Butch Hass presented the proposed 2021 tax levy as follows:

100 General Fund	\$ 176,822.00
210 Road and Bridge Fund	1,123,455.00
240 Cemetery	1,871.00
250 Fire	346,500.00
275 Park	28,665.00
305 Building General Obligation	<u>0.00</u>
TOTAL	\$1,677,313.00

Hass explained the proposed levy is an increase of 17.96% over 2020. He explained that the number is a little deceiving as there were about 40 new homes built in the township to share in the levy. The General Fund decreased while the Road and Bridge Fund increased to fund more road reclamation. The Cemetery fund remains stagnant. The Fire Fund has increased to reflect the funding of the new fire hall. The anticipated Interest rate according to the Bond agent should be low. The Park fund increased some for trails and other amenities. The question was asked about patrolling the parks to prevent damage. Hass replied that Sherburne County Sheriff's Department regularly patrols the area and responds to resident complaints concerning the parks. Hass also encouraged residents to contact Sherburne County Sheriff's Department Dispatch if they see any illegal or after-hours activity. Hass also stated that the 2021 Levy shows higher than normal percentage increase, the likelihood of seeing another large increase next year is low. The Township tries to be frugal with funds. Lila Spencer, PO Box 40, Zimmerman asked what the anticipated revenue from the event center would be. Hass replied that the projected amount would be about \$50,000.00 per year. He also explained the income would go back into the fire budget. Spencer also asked about the need for a ladder truck. Hass said there is no need for a ladder truck now, and future need will determine when one is purchased. More



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discussion about the cost of running an event center and the anticipated revenue. Clarification was asked for concerning the field house meeting between ISD 728, Livonia Township and the City of Zimmerman. Hass explained that ISD 728 invited Livonia Township and the City of Zimmerman to discuss a proposal indicating that ISD 728 had a “couple million dollars” to put towards a joint venture to build a field house. Hass went on to explain that at the meeting ISD 728 clarified that they don’t have any funds to help pay for the proposed field house, but if the township and city want to build it, ISD may help but they are not offering any money. An exploratory committee was appointed to research the financial cost. Moderator Bostrom interjected that there are a lot of details being discussed, and asked Hass if there would be future meetings to discuss the fire hall/event center and the potential field house. Hass clarified that there will be several Open Houses planned so the public would have time to ask questions and see the plans, and that Public Hearings will be conducted concerning the financing of the project. Lila Spencer, PO Box 40, Zimmerman stated that she would like to see an ambulance bay in the new fire hall and for the area to have 24-hour ambulance service. Fire Chief Maloney replied that he has had several meetings with North Ambulance. He explained that we don’t own our PSA (Primary Service Area), North Ambulance owns it. We would have to prove that we are not getting adequate service to the ambulance regulatory board. Without that proof, North Ambulance can maintain whatever hours they want. In the State of Minnesota, an ambulance is required to be at the scene within 20 minutes of receiving the call in our area. With the current staging location in Princeton, the ambulance should be able to make it to anywhere in our area in 20 minutes. Ryan Carlson, 26932 117th St, Zimmerman asked about the Continuation Meeting in August and the \$100,000 General Fund increase and if that will be used for the Fire Department. Hass replied that it will be for the first payment of the new fire hall. Carlson also asked about the Audit meeting (*sic. Budget meeting*) where an extra \$200,000 was included in the budget for litigation expenses relating to Vacation Petitions for 120th Street, and where those funds are located. Hass replied that it is included in Road and Bridge. Carlson stated that he would like to see a more detailed expense Levy report. Hiller added that the fire hall building will be made of tip up concrete with an estimated life of 40 to 50 years, and the bonds to pay for it will be paid off in 20 years. The interest rate is currently very low. Hass added that the land was purchased by donated money from local gambling. They have additional funds that will be used for some amenities or furnishings. There are also several individuals and businesses that have indicated a willingness to donate time. Carlson asked what would happen to the \$200,000 litigation funding if it is not spent. Hass replied that it will remain in the Road and Bridge Fund to be used on roads. Carlson also asked how we paid for the litigation expense last year. Hass explained the Township has been frugal and was able to pay for it from reserves. Carlson then asked why the Township would pay to fix roads if the City of Zimmerman may just annex an area. Hass explained that our residents pay about \$600 per year less in taxes for a comparable valued house than the City residents, and that we will not ignore the roads that need repair and we are not aware of annexation plans that would affect our roads. Spencer asked when the Orderly Annexation Agreement will be renewed. Hass replied that we don’t know that yet. Moderator Bostrom thanked Butch Hass for the report. No action needed.

Frank Scouten, Election Judge announced the unofficial 2020 Township Election results:

Supervisor Position B

Sheldon Pool:	97 Votes
Write in:	63 Votes
Total:	160 Votes
Undervote:	<u>1 (no vote)</u>

Moderator Bostrom announced that the Canvass Board will meet immediately following the Annual Meeting to certify the election results.

13. CALL FOR BUSINESS FROM THE FLOOR: Moderator Bostrom called for other business from the floor. There was no business from the floor.

14. ELECTORATE APPROVAL OF THE 2021 PROPOSED LEVY: Moderator Bostrom called for motion to approve the 2021 Proposed Levy in the amount of \$1,677,313. Moderator Bostrom explained that the Levy will not be certified until August (at the Continuation Meeting), at which time it could be changed. Moved by Todd Maloney, seconded by Kevin Hiller to approve the 2021 Proposed Levy as presented. There was no discussion, motion carried.



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15. SET DATE, TIME AND LOCATION FOR THE 2021 ANNUAL ELECTION AND ANNUAL MEETING: Moderator Bostrom stated that the date for the 2021 Annual Election and Annual Meeting will be Township Day, March 9, 2021

16. ANNOUNCEMENTS: Township Cleanup Day is Saturday, May 2, 2020 from 8:00 am to 12 noon. Check the website and your Livonia Newsletter for details, a reminder will run in the Local 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, 2020 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 2020 Levy to the County Auditor prior to the September 15, 2020 deadline. Moved by Butch Hass, seconded by Sheldon Pool, 13148 269th Ave, Zimmerman, continue the 2020 Annual Meeting to August 24, 2020 at 6:00 pm at the Livonia Town Hall for the purpose of certifying the 2021 Levy. There was no discussion; motion carried.

Moderator called for a motion to adjourn the Annual Meeting until August 24, 2020. Matt Kuker, seconded by Kevin Hiller. Motion carried.

Moderator Bostrom declared the Meeting recessed at 8:56 pm

CONTINUATION OF THE MARCH 10, 2020 ANNUAL MEETING

AUGUST 24, 2020

The Continuation of the 2020 Livonia Township Annual Meeting was held on Monday, August 24, 2020 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.

Kevin Hiller, acting as Moderator, reconvened the meeting at 6:02 pm.

Hiller stated the purpose of the continuation of the 2020 Annual Meeting was to certify the 2021 levy and adjourn the 2020 Annual Town Meeting.

Butch Hass, 27124 127th St NW Zimmerman, MN, made a motion to certify the Levy as presented. Todd Maloney, 10109 277th Ave NW Zimmerman, MN 55398 seconded the motion. Motion passed with one opposing vote.

Hiller called for a motion to adjourn the 2020 Annual Meeting. Motion by Matt Kuker, 23812 98th St, Elk River, seconded by Todd Maloney, 10109 277th Ave NW Zimmerman, MN 55398. Motion carried unanimously.

Approved this 9th Day of March 2021



Jody Hammre, Clerk/Treasurer

Attest:



Moderator