



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
MAY 19, 2014

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

Staff present: Clerk/Treasurer Olson, Deputy Clerk/Treasurer Hammre

Chairman Hewitt called the meeting to order at 7:00 pm.

1.1 Pledge of Allegiance: The assembly recited the Pledge of Allegiance.

1.2 Approve Regular Meeting Agenda: Hass/Doebler unanimous to approve the Regular Meeting Agenda as amended.

1.3 Approve Consent Agenda: Manthei/Doebler unanimous to approve Consent Agenda as follows: **Item A)** April 28, 2014 Regular Board Minutes.

1.4 Sheriff's Report: Sergeant Wilson reported there were 157 calls for service in April; 49 of the calls were traffic stops, they are preparing for Wild West Days and Graduations, no other issues of concern.

1.5 Fire Report: Chief Maloney provided April calls for service: 3 medical assists, 1 gas leak, 1 motor vehicle personal injury, 4 fire alarms, 2 carbon monoxide, 1 arcing/down power line, 2 grass fires, 1 vehicle fire, and 3 residential house fires with one of them being Mutual Aid in Blue Hill Township. Maloney worked with Berghuis on placement of the training containers behind the small shop inside the fenced area, confirmed there is no building permit required. Board may require screening of area for privacy. Maloney stated they are working with a CPA for Auditing of the Fire District for JPA Renewal.

1.6 Road report: Maintenance Coordinator Berghuis was absent. Olson reported that the Tractor Brush should be here within the week, culvert at 27584 133rd St has been cleaned out with the help of the Fire Department.

1.7 Planning Commission Report: Lila Spencer stated there was no May Planning Commission Meeting.

2.1 Discussion on adjoining Orrock Township Roads: Michael Eisinger, Orrock Township Chairman, led discussion. He stated that at their Annual Town Meeting, the residents approved the Town Board to pursue vacating 273rd Ave at CR 1, a ¼ mile gravel road with no residents living off of it, and 255th Ave at CR 1, a ¼ bituminous road with no Orrock residents living off of it. 273rd Ave enters into the Livonia Township Shiloh Woods development; there is another CR 1 access at 271st Ave. 255th Ave enters into Pine View Estates development; other accesses would be from CR 4 and CR 46 through other developments. Discussion included these roads being deemed as minimum maintenance roads and then having them vacated back to the adjoining property owners, road maintenance agreement with a swap of maintenance on roads, utility easement locations, possibility of future development, and emergency response recommendations. Eisinger stated they would be discussing more at their Board Meeting next week and then will probably have their attorney write a letter with their request to have at Livonia's June Board Meeting. No action taken.

2.2 Review of proposed Preliminary/Final Simple plat of Highland Meadows First Addition: Todd Maloney was present to make request. This is the 1st of 2 simple plats that should be looked at concurrently. Hewitt/Doebler unanimous to recommend approval of the Simple plat of Highland Meadows First Addition.

2.3 Review of proposed Preliminary/Final Simple plat of Highland Meadows Second Addition: Todd Maloney was present to make request. This is the 2nd of 2 simple plats that should be looked at concurrently. Hass/Manthei unanimous to recommend approval of Simple plat of Highland Meadows Second Addition. Hewitt/Sherper unanimous to approve Resolution Determining/Approving Park and Trail Dedication Fees in lieu of land for the plats of Highland Meadows First Addition and Highland Meadows Second Addition; there is one new lot created.



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2.4 Request for Variance in Setback from Natural Environment Unnamed Lake: Adam Dering was present to make request for an in ground pool located in the setback. At the time his home and accessory building were built, the water body was not identified as a Natural Environment Lake; they did not require variances. Hewitt/Hass unanimous to recommend approval; the pool would be located further back in the setback than the closest points of the house and the accessory building, the setback is only required now due to the reclassification of the lake, there is nowhere in the back yard that the pool can be placed and meet setback.

2.5 Approve Encroachment License Agreement: Hass/Sherper unanimous to approve Encroachment License Agreement contingent upon the Property Legal Description being validated by Town Engineer.

2.6 Engineering: a) 273rd Ave – Brushing work has started, some wood chips will be hauled to Town Hall for park trails; b) 112th St-2nd Lift – working with Knife River for date to proceed; c) 239th Ave – Bogart is working on wetland issues with County, DNR & BWSR. Need wetland approval to proceed with project; this process has been changed as of February 2014.

2.7 Road Counter Information: The County Public Works provided the information as requested on roads. This will be useful in planning upcoming road projects. No action taken.

2.8 Spring Road Tour Information: A list of the roads/hot spots that were looked at by Manthei, Hass, Bogart, & Berghuis was provided. Hass/Sherper unanimous to authorize Jon Bogart to work on Preliminary Engineering to include soil borings needed for 2 miles of 112th St from CR 19 to CR 4 and 1 mile of 112th St from CR 19 to CR 74. Board would like the full 3 miles to be ready as preliminary to allow projects to be worked into the budget especially due to the new wetland requirements.

2.9 Authorize Request for Quotes on 2nd Lift of Bituminous on 120th St Phase I: This item was brought up last year and was moved to this year when the 2nd Lift of Bituminous is being place on 112th St in close proximity. Sherper/Hewitt unanimous to authorize request for quotes for 2nd Lift of Bituminous on 120th St Phase I with Bogart to send information to Knife River and possibly Hardrives.

2.10 Approve Quotes on Aggregate Chip Sealant: Two of four quotes were returned for approximately 2 ¾ miles of aggregate chip sealant as follows: Pearson Bros, Inc \$57,000.00; Allied Blacktop Co \$51,338.20; Astech Corp & Fahrner Asphalt did not return a quote. Hass/Doebler unanimous to approve low quote of \$51,338.20 to Allied Blacktop Company.

3 Open forum: There was no one present for open forum.

4.1 Clerk Treasurers Report: Olson stated items of interest during May included: Septic Encroachment, 2 Simple Plats, Variance Request, Road Tour Items, Continuing to work with updating Street and 911 Signage. Financial Information is being sent to both State Auditor's office and Standard & Poors regarding our credit rating. Jody has started going through the existing plats to mark all the Trail locations that have been approved.

4.2 Approve payment of claims and transfer funds: Hewitt/Sherper unanimous to approve payment of claims, including payroll, as submitted and to transfer \$30,000.00 from savings to checking to cover claim numbers 6724-6748 check numbers 16180-16210 and Electronic Fund Transfers (EFT) #79-81 (May Fed & State withholding tax & PERA).

4.3 Supervisor reports: Sherper attended a County Association of Townships Meeting as MATs District 7 Director, heard complaints regarding snow plowing and interpretations of peoples emergencies. Manthei attended the County's Geologic Atlas Meeting along with Hammre; water is being used faster than it is being replenished in the aquifers, lots of good information provided. Cemetery question to be brought before the next Cemetery Board regarding additional lots to be purchased from non-resident that already has a lot. Manthei & Hass went on the Spring Road Tour with Bogart, Berghuis & Olson. There were no other reports.



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- 5.1 MAT's Summer Short Course:** MAT's class flyer was attached; no action taken.
- 5.2 Couri & Ruppe Legal Seminar:** Couri & Ruppe's flyer was attached; no action taken.
- 5.3 City of Zimmerman Lighting Ceremony Update:** Hass stated he has been working with Mayor Earenfight to pick a date in mid to late June when baseball games would be going on at the park. The Fire Department may make a donation for the event. Engraving of the dedication plaque is being worked on.
- 5.4 Fire District JPA Renewal Update:** Olson stated that Troy is waiting for information to come from City Attorney, Soren Mattick.
- 5.5 Electronic Format of Board Packets:** Discussion was held regarding how the iPads would best handle the Agenda Packets. Hewitt plans to work with staff on loading appropriate applications for best results. Olson was approved to get a quote for extended wireless router service for maintenance building.

Hewitt/Hass unanimous to adjourn meeting at 8:45 pm.

Approved this 23rd day of June 2014.

Chairman or Vice Chairman

Clerk/Treasurer or Deputy Clerk/Treasurer