



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES  
HELD AT THE LIVONIA TOWN HALL  
May 20, 2024

Supervisors present: Hass, Kukowski and Spencer, Hiller (zoom) Kluge-absent.

Staff present: Deputy Clerk/Treasurer Fiedler, Maintenance Superintendent Kelly, Parks and Cemetery Superintendent Aubart.

Others present: William Tessmer, Bogart, Pederson & Associates.

Vice-Chair Spencer 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:** Spencer requested Item 1.8 be removed from the agenda. It was added in error and not pertinent to this meeting. Kukowski/Hass unanimous to remove Item 1.8.

**1.3 Approve Consent Agenda:** Hass/Kukowski unanimous to approve Consent Agenda Item A) April 22,2024 LBAE Meeting Minutes and Item B) April 22, 2024 Regular Board Meeting Minutes.

**1.4 Fire Report:** Chief Maloney not present; no report submitted.

**1.5 Sheriff’s Report:** Sgt. Wilson presented the April Calls for Service.

Incident	November	December	January	February	March	April
Total Calls	218	197	261	247	246	225
Motor Vehicle Accident	15	9	6	6	9	4
Medical	18	8	21	11	17	15
Traffic Stop	52	63	104	109	100	85
Security Check	20	23	38	42	22	8
Extra Patrol	13	1	14	7	17	14

The rest of the calls were miscellaneous calls for service. There were no further questions from the Board.

**1.6: Engineering Updates:** Engineer William Tessmer with Bogart Peterson reported the proposed start date for the 2024 West Hunter Lake project is slated for early July. The project should take 2 months to complete; Bogart Pederson will have their inspectors on site as the project progresses. Hass reminded everyone of the meeting with the Woodlands residents on May 21<sup>st</sup>. The Woodlands Homeowners Association is asking for an update on Woodlands development road project.

**1.7 Planning Commission:** Hass stated he emailed the report to be included in the agenda packet.

**1.8 Road Report:** Kelly provided the following report April 15- May 12, 2024: picked up 2 car doors and 1 tire on 96<sup>th</sup> St.

**Vehicles:**

Truck 36, plow:

Truck 39, Dodge 4500 plow:

Truck 40, plow:

Truck 41, plow:

Truck 43, plow:

Truck 44, plow:

Truck 45, Ford 1-ton:

Truck 46 – Ford 550: Picked up from Crysteel and took it to Countryside to have the new plow installed, it is now at Volvo Grader:

Payloader:

John Deere tractor:

Ford Tractor:

Chevy 1-ton (“Old Blue”):



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**Road Maintenance**

**Throughout township:** completed plow damage repairs.

**Gravel Roads:**

**Fremont Minimum Maintenance Road:** hauled 13 loads of class 5 gravel.

**Woodlands:** Erickson Asphalt completed street sweeping, cleaned the drains.

**Shop Office** -cleaned trucks and shop.

**Sand Shed**

**Hot Tar-** throughout the township (Acorn Ridge-hot tar repair)

**Shop & Shop Office:** Cleaned trucks and shop.

**Public Works building:** Waiting on electrician schedule, recommending some round lights to double illumination.

**Town Hall:** ordered and received blinds

**West Hunter Lake Road Project:** waiting on start date

**Fire Department Future Location:**

**North Point and Cemetery:** cut 3 trees inside the park

**Other:** cleanup day was successful on April 27<sup>th</sup>, 120<sup>th</sup> St guard rail was repaired through H&R Construction

**1.9 Park and Cemetery Report:** Aubart provided the following report: Reporting Period April 22, 2024 – May 19, 2024.

**Parks Maintenance:**

**North Point:** spread lime and fertilizer in grass areas of park. Over seeded grass on hills. Started summer mowing.

**Sugar Bush Preserve:** mowed along trails and entrance.

**Cemetery Maintenance:**

**Livonia Township Cemetery:** Mowed grass. Trimmed shrubs and some lilacs. Marked for one headstone and one burial, which was held this past Saturday.

**Other Duties:**

Hot tar applied in various areas, road sweeping, gravel added and smoothed out on Fremont Road, trimmed trees that were hanging over the road on the south end of 112<sup>th</sup>.

**REQUESTS FROM THE PUBLIC:**

**2.1** Hiller reported that 400 feet of 257<sup>th</sup> Avenue is part of the Highway 169/County Road 4 project upgrade. He also stated the remainder of 257<sup>th</sup> Avenue is in terrible shape. This would be an opportunity to piggyback on the project to mill and overlay the part of 257<sup>th</sup> beyond the 400-foot upgrade. Hass added he does not want to spend a lot on engineering for mill and overlay. Hass/Hiller unanimous to have Bogart/Pederson prepare an engineering estimate for simple mill/overlay without drainage on 257<sup>th</sup> Avenue beyond the 400-foot Highway 169/County Road 4 project upgrade.

**3. Open Forum:** No one was present for the Open Forum.

**4.1 Clerk/Treasurer Report:** Deputy Clerk/Treasurer Fiedler items of interest last month included: EFTs totaled \$12,986.37, would like to purchase blinds like Orrock has, Kukowski/Hass unanimous to approve purchase. Johnson Digital solutions quote was \$2,928.00 without the locksmith and a \$10 monthly fee. Hass/Hiller unanimous to approve purchase of digital locking systems. Town Law Review is 5-31-24 need to register, Hiller and Kukowski would like to attend.

**4.2 Approve payment of claims** Kukowski/Spencer unanimous to approve payment of claims and payroll totaling \$75,769.44 and to transfer \$77,000.00 to cover check numbers 21818 through 21853 and March EFT for Federal State and PERA withholding.



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**4.3 Supervisor or Committee Reports:** Hass talked about the meeting with the Woodlands Homeowners Association regarding possible street improvements in the Woodlands of Livonia development. Hass is inquiring about bonding for the project. Tessmer confirmed he and Craig with Bogart/Pederson will be at the Woodlands meeting to present engineering information/options and answer questions. Hiller suggested an addition of \$250,000 per year to the levy to get caught up in needed town road projects that need to be done and questioned what the impact would be on property tax; need to investigate. Kukowski would like to see the implementation of a program to map and document all the town road conditions, when and what project updates were made to each road. Spencer encourages the Board and Staff to read the Township Insider magazine as it has many articles of importance to townships. Spencer also noted the fire chief has not been in attendance for 3 months to provide the fire report. Hass informed the Board he has been absent for personal reasons. Spencer said she would like to have him provide more of a comprehensive monthly report such as maintenance and upgrades to fire equipment, training and accountability of the duties of the fire chief. The request is spurred by resident telephone calls she has received regarding accountability of the duties of the fire chief.

**OTHER BUSINESS:**

**5.1 Cleanup Day Report:** Kellie will have the report ready for the June meeting.

**5.2. Township Legal Seminar – Couri and Ruppe reminder:** The seminar is on June 13<sup>th</sup>. Staff and Board members are encouraged to attend.

**5.3 Employee Manual:** Kukowski brought the Employment Manual up to date with the addition of the Sick and Safe Time Policy. Kukowski also questioned whether the hazardous materials plan from OSHA should be included in the employee manual. Spencer/Hass unanimous to authorize Town Attorney review the updated manual and determine whether or not OSHA hazardous materials information should be included. Will be brought back to June meeting pending approval by Town Attorney.

Spencer/Kukowski unanimous to adjourn at 8:10 p.m.

**Approved this 24<sup>th</sup> day of June 2024.**

  
\_\_\_\_\_  
Chairman or Vice Chairman

  
\_\_\_\_\_  
Clerk/Treasurer or Deputy Clerk/Treasurer