



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWN HALL
March 24, 2025

Supervisors present: Hass, Spencer, Kluge Jr., Kukowski, Hiller-via telecommunications, per MN Statue Stat. 13D.02.

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

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

Per MN Statue 13D.02 all voting was done by roll call.

Chair Hiller 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: Hiller would like to move 2.6 Herrmann-noise complaint to 1.6A and Hass would like to move 2.4 Minnesota Sportsman’s Club Raffle to 1.85 Hass/Kluge Jr. unanimous to approve the Regular Meeting Agenda with changes. Spencer/Hass unanimously appointed Kevin Hiller as chair with Hiller abstaining from voting. Kukowski/Hiller unanimously appointed Lila Spencer as vice-chair with Spencer abstaining from voting.

1.3 Approve Consent Agenda: Spencer/Kukowski unanimous to approve the Consent Agenda Items A) February 24, 2025, Regular Meeting Minutes B) Workshop Meeting Minutes March 10, 2025.

1.4 Fire Report: Chief Maloney presented November calls for service: 5 medical assists, 3 gas leaks, 2 motor vehicle personal injury accident, 2 fire alarm, 2 people in distress (lift assist, stuck in elevator), 2 residential house fire, 1 porta potty fire. Two new fire fighters passed fire 1 they started back in September. Engine 1 replaced tires at \$4300, also awarded \$7000 for a state grant for fire education.

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

Incident	August	September	October	November	December	January	February
Total Calls	353	282	289	260	230	265	220
Motor Vehicle Accident	6	8 (1 fatal)	7	10	6	6	9
Medical	14	24	23	12	38	19	18
Traffic Stop	163	107	112	130	77	112	77
Security Check	8	11	6	5	11	12	20
Extra Patrol	21	23	15	12	12	12	5

1.6 Event Center: Coordinator Hunnicutt said she has been taking calls every day and bookings have had a lot of calls to use just the patio for events. They want picnics and family events. Right now, there is no price to rent just the patio, so she is going to approach the fire board for pricing. Coordinator Hunnicutt explained that she books all the events, weddings, grad parties, school banquets etc. and if anyone wants a tour just call and she can set one up.

2.6 Herrmann-noise complaint-moved to 1.6A-She has lived in the township for numerous years and doesn’t feel safe in her home anymore. There are people shooting constantly from dawn to 10pm. She walks around her property and has found gun casings; company have left her house due to the noise. Shooting loud guns for long periods of time is noise pollution and noise abuse. They are shooting into a berm which is in a wetland. Sgt Wilson stated that their agency has been out numerous times, there is a 500ft rule that applies to hunting but not target practicing. People are permitted to shoot on their property and are responsible for safety and damage. When the sheriff has been called, they verify that they are legally able to shoot, and their firearms are checked. If the township wishes to enact an ordinance that prohibits shooting at night we can do, or if there is a zoning violation there is not much the township can do. She has been in contact with the DNR, can also go through civil court regarding a restraining order, or to put up a fence.

1.7 Engineering Updates: Engineer William Tessmer with Bogart Peterson stated the 2025 road bid opening was last week. There was a minor issue with Astech but it has been handled. The winning bid for 277th was Minnesota Paving and Materials and Woodlands was Astech. Notice of award and contracts for 277th are ready for board approval to sign tonight for \$370,930.86. Hass/Kluge Jr. unanimously approved. The Woodlands we need to decide on which phases we



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are going to be completing for 2025. Alternate A was \$5,121.72 will be set to the side due to the cost. Discussion about trucks tearing up the road entrance and exits, the cost being higher due to the cul-de-sacs, catch basins and curbing, which phases to be done, and the way it was bid out. Phase 1 at \$239,173.10 and phase 2 at \$184,840.55, phase 3 at \$244,241.95. Kukowski/Hass unanimously approved to complete Phase 1 and Phase 3 for 2025 which would leave money for 257th Avenue also. The contractors commented on the woodland project were that because there was uncertainty about how many of the phases were going to be completed pricing was higher. Hass would like for the engineers to come up with the smoothest way to complete the woodlands going forward and to talk with the bidders and get some feedback.

1.8 Planning Commission: Supervisor Hass 1. Recommend approval of a preliminary and Final of MJ acres consisting of one lot. 2. Recommend approval of a CUP to use alternative elevation methods for residential construction. 3. Recommend approval of an IUP for a solar farm for John Golly in Clearwater township. 4. Recommend approval of an IUP for a solar farm for Kari Gohman in Clearwater township. 5. Recommend approval of an Amendment to the Sherburne County Zoning Ordinance for accessory dwelling unit, amend Section 5, amend Section 7, amend Section 8, and amend Section 17 for the rules and language of construction.

2.4 Minnesota Sportsman's Club Raffle-moved to 1.85-Chas McNeil was present for the Princeton Clay Target League request for a gun raffle. Hass/Kluge Jr unanimous to approve request.

1.9 Road Report:

Kevin Kelly introduced Lucas Chapman from Fahrner Asphalt, he has been working with Kevin and Patti on different pavement maintenance for the township roads. He talked about chip seal, micro surfacing, patching, crack seal. Micro surfacing would be the alternative to chip seal, they have the same set up as MnDOT. You can use micro surfacing to fill in rutting and minor holes ideally add lots of life to pavement cycle. Kukowski stated we need to be doing maintenance on our roads before they start falling apart. Working on spreadsheet to figure out where to start in township. Hass asked about the cracks and Lucas gave different materials used for crack fill and the ballpark cost per mile is \$35,000-40,000 for micro surfacing and gets cheaper for more quantity.

Kelly provided the following report February 16, 2025 – March 16, 2025:

Vehicles:

Trucks 36, 40, 41, 43, 45, 46: all had fluids checked and pressure washed.

Truck 44: checked fluids and pressure washed, replaced front plow hydraulic line.

Volvo grader, Payloader, Chevy 1 ton, Skid loader and woodchipper also all had fluids checked and pressure washed.

John Deer Tractor: ordered filters (oil & air) ready for spring maintenance.

Ford Tractor: ordered filters (oil & air) ready for spring maintenance.

Road Maintenance

Throughout township: Plowed snow throughout the township as needed.

257th Memorial Rd & Gram's Road: Cutting back road right of way and chipping. They cut and mow the girl scout road through the year.

Sand Shed: Used sand we had on site; shed is half full.

Cold Patch: Completed one round throughout the township.

Shop: H.L. Mesabi dropped off new cutting edges for Trucks 43 & 44.

Staffing: Attended Gopher State breakfast safety meeting. Also attended all day MnDOT pavement preservation education seminar.

Public Works Building: Getting ready for yearly maintenance on trucks, pay loader and tractors. Ordered oil filters, fuel filters and air filters for all plow trucks. Work continues with Patti and Lucas with Fahrner Asphalt Sealers for long-term projects on our roads. Will present the proposal once it is finalized.



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North Point: Burned brush piles in North Point Park and intersection of 112th St/269th Ave.

Road Grading Plan: Working with Patti to build database for our township roads. Chris and Kevin evaluating township roads to establish status and determine possible future projects.

1.10 Park and Cemetery Report: Aubart provided the following report: Reporting Period February 24, 2025 – March 19, 2025.

Parks Maintenance:

North Point: Burnt large brush pile.

Sugar Bush Preserve: Working on getting information on archery range. Reached out to the City of Elk River and the City of Otsego and didn't hear back. Met with Superintendent from Mora and he built the one in Elk River and in Bunker Hills Park in Anoka County. He is also the archery coach for Zimmerman and wants to help, he sent all the archery standards to Chris. The township is not liable if the archery range meets standards and is in a township park.

Cemetery Maintenance:

Livonia Township Cemetery: Snow removal on driveway was done.

Other Duties:

Ordered various parts (filters, blades, belts, oil) for spring maintenance on trucks and equipment. Working on removing brush and trees from road right of ways in select areas. Cold patch placed on roads throughout the township. Plowed snow. Replaced hydraulic hose on truck #44. Attended Gopher State One Call seminar on underground utilities and digging. Attended seminar on road maintenance practices by the University of Minnesota and MnDOT.

REQUESTS FROM THE PUBLIC:

2.1 Robeck-park dedication fees-Resolution 25-03 Kukowski/Hass unanimously approved to collect park fees for 1 new lot and can now sign mylars.

2.2 IUP-Holm Becky Holm was present to request an IUP for a home business in an accessory building. They are wanting to open a cannabis microbusiness. It will be half of their existing building, will share with their current IUP. Discussion followed: Hass was concerned with the food prep in one half and cannabis in the other, contaminates, sewer and the power that it will draw. They stated they are using LED high efficiency equipment, a 3-phase 400-amp service, a dryer with carbon filters that all smells will be mitigated, waste is highly regulated, and they have a lot of compostables, growing indoors only, there will be a separate entrance. They will be servicing other retailer and will employ a cannabis transportation service that schedules pickups. They are strictly cultivation and production that sells to wholesale and dispensaries. There are 2 people who will be in the building working with the plants, providing a layout of the building and describing the process. Hiller asked about the IUP and the landowner versus the owner of the IUP and the license. Suggested he check into it. Asked if security was adequate, they responded that they would have to employ a security officer that needs to report to the OCM, there are also lights on the building and property as well. They have consulted Connexus, and the 3-phase power is available, and they are working on it along with building costs. Spencer/Kluge Jr. unanimous to approve the request for an IUP for a home business in an accessory building contingent that all county standards are met.

2.3 Neumann-26722 117th St-2nd driveway-Paul was present to ask for a second driveway for his property to access his accessory building he wants to build. He has issues with slopes, heavily wooded and a drainage easement to work with. He would have the same slope as the existing driveway, would pave the final driveway. Discussion about the house in a cul-de-sac and a park entrance and the number of driveways and plowing, the distance from other properties and placement of building. Hass/Kukowski unanimous to approve the second driveway with the engineer to look at to see if a culvert is needed.

2.5 Island Removal-10624 257th Circle Hass/Kluge Jr. unanimously approve that due to costs that it will be addressed when a future road project comes up regarding this road.



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3. Open Forum-No one present.

4.1 Clerk/Treasurer Report: Clerk/Treasurer Fiedler items of interest last month included: The public accuracy testing and annual election went well, and we had 27 voters.

4.2 Approve payment of claims: Spencer/Hiller unanimously approved the payment of claims and payroll totaling \$187,927.59 and to transfer \$187,000.00 to cover check numbers 22243 through 22282 and February EFT #226-228 for Federal, State, and PERA withholding.

4.3 Supervisor or Committee Reports: **Kluge Jr.:** Nothing **Hass:** Heard from 3 contractors that had difficulty with the engineer on the upcoming road project and the time it took him to get back to them upon bidding and they didn't like the many phases of the project. **Hiller:** When the landfill wanted to convert the construction debris side that we were getting paid for to the MSW that meant that they had to quit taking in construction debris and therefore we aren't receiving any money, there was a fatality at the landfill so if we get questions as to why they are closed. **Kukowski:** Nothing **Spencer:** The spring short course in St Cloud is tomorrow and plans to attend.

OTHER BUSINESS:

5.1 Resolution 25-02-Move to November election-This will be on the ballot for the electors to vote on at the next town election. The board would like to send out a postcard to the residents closer to the election to keep everyone informed about the difference between March and November elections.

5.2 Couri Ruppe Legal Seminar- This was a reminder to register if they wanted to attend. Spencer and Kukowski have already registered.

5.3 Clean Up Day-pay rate-The currently the rate is \$20 but would like to keep it the same as the committee pay which is \$24. Hiller, Spencer, Hass in favor of \$24 to keep uniform, and Kukowski and Kluge Jr. not in favor. The majority raise to \$24.

5.4 Township Reorganization a) Committees & Board: General Administration Committee-Hiller & Spencer, **Road Committee-**Hass & Kukowski, **Town Park Committee-**Spencer & Kluge Jr., **Cemetery Board-**Hiller, **Intergovernmental Committee-**Hiller & Spencer, **Fire Board-**Kukowski, Hass & Hiller alternate; **b) Supervisor Wages & Meeting per Diem-** \$100 per meeting when a quorum is required and \$50.00 per additional meeting per day when a quorum is required, with a cap of two meetings paid per day. \$24.00 per hour when performing duties as a supervisor or when no quorum is required: does not include cleanup day or service as an election judge. **c) Conflict of Interest Resolutions/Affidavits of Official Interest in Claim-**Resolutions authorizing contract with interested officer under M.S. 471.88 Subd 5 is held over to April meeting when full Board will be in attendance. **d) Town Hall Office Hours/Regular Town Board Meeting Dates-** Town Office hours are Monday 8 am to 6 pm, Tuesday through Thursday 8 am to 4 pm, Friday 8 am to 12 pm. The Board meets on the 4th Monday of the month at 6 pm located at the Livonia Town Hall unless the 4th Monday is a holiday: the meeting is then moved to the 3rd Monday of the month, same time and place. The proposed Board Meeting dates for April 2025 - March 2026 are as follows: April 28, May 19, June 23, July 28, August 25, September 22, October 27, November 24, December 22, January 26, February 23, March 23. Claims for payment are due to the Town Office no later than 9:00 am the Monday prior to the meeting. **e) Official Depository/Account Signers-** Bremer Bank, Princeton Branch is the official depository of the Township. Two signatures are required on checks signed by either the Town Board Chair or Vice Chair but not both and the Clerk/Treasurer or Deputy Clerk/Treasurer but not both. The same applies to the redemption of certificate of deposit, currently the Township has one certificate of deposit which is held at The Bank of Elk River – Zimmerman Branch. Authorization by the Town Board is

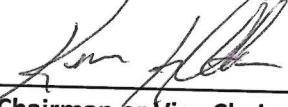


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required for transfer of funds and payment of claims. **f) Purchase Policy-** Currently the limit for expenditures without Board approval is \$3,000 per item from the Road and Bridge Fund and \$250 from any of the other funds. The Township has the use of a credit card: spending limits should be the same for card use. Road Superintendent, Parks and Cemetery Superintendent, Clerk/Treasurer and Deputy Clerk/Treasurer are signers on the Menards account. **g) Petty Cash Fund-** The petty cash fund is maintained at \$250.00. **h) Official Newspaper and Posting Location-**The Elk River Star News is the Townships official newspaper for publication of required legal notices. The posting board located on the west side of the Town Hall is the official posting place for all notices. Notices are also posted on the Hall door and the Town's website; these two locations are optional locations for official posting. **i) Delegate EFT Officers-**Clerk Treasurer or Deputy Clerk Treasurer are designated as EFT Officers.

Hass/Kukowski unanimous to adjourn at 8:46 p.m., unanimous by roll call.

Approved this 28th day of April 2025.



Chairman or Vice Chairman



Clerk/Treasurer or Deputy Clerk/Treasurer