LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWN HALL
September 28, 2026

Supervisors present: Spencer, Kluge Jr., Kukowski, Hiller.

Staff present: Clerk/Treasurer Fiedler, Deputy Clerk/Treasurer Jewett, Maintenance Superintendent Kelly, Parks and Cemetery Superintendent Aubart
Others present: William Tessmer from Widseth.

Chair Hiller called the meeting to order at 6:00 pm. Asked for a moment of silence following the pledge in honor of Butch Hass whom we lost to cancer.
1.1 Pledge of Allegiance: the assembly recited the Pledge of Allegiance.

1.2 Approve Regular Meeting Agenda: Kluge Jr. wanted to move item 1.7 Engineering Updates between 1.5 and 1.6 Kluge Jr./Spencer unanimous to approve the Regular Meeting Agenda with the change.
1.3 Approve Consent Agenda: Hiller/Spencer unanimous to approve the Consent Agenda Items A) August 24, 2026, Regular Meeting Minutes.

1.4 Fire Report: Assistant Chief Plude presented August calls for service: 9 medical assists, 3 gas leak, 1 motor vehicle personal injury accident, 1 motor vehicle accident w/o injury, 3 carbon monoxide, 1 fire alarm, 2 person in distress (lift assist), 1 grass fire, 1 residential garage fire, 1 person stuck in elevator and 1 mutual aid. Total calls for the month, Livonia-4, Zimmerman-17, Orrock-2, Mutual Aid-1 total-24.

1.5 Sheriff's Report: August calls for service there were 0 burglaries reported and 0 thefts.

Incident	February	March	April	May	June	July	August
Total Calls	215	230	233	242	243	244	209
Motor Vehicle Accident	1	8	9	10	9	8	6
Medical	14	14	15	14	28	25	13
Traffic Stop	85	80	68	73	55	73	60
Security Check	13	17	21	19	8	11	11
Extra Patrol	26	15	25	35	19	24	32

1.6 Event Center: Coordinator Hunnicutt stated she had the Celebration of Life for Butch today and had a full house. She has 2 more weddings coming up, 1 in October and 1 in November, had 4 but 2 of them cancelled. The construction has made it difficult. She would like to do some community events, not sure what that looks like yet. She will have packages and brochures at the next fire board meeting and is still working on operation manual. Is looking at the expo in Rogers and maybe the Mpls one depending on cost.

1.7 Engineering Updates – Engineer Tessmer: Aspen Heights was milled and overlayed this last week. It came in under budget. The homeowner complaints in the Woodlands have all been addressed. Would like to set up a meeting in the next 2 weeks to walk the 2027 Woodlands project area to address concerns ahead of time. There are still canvases in the drains, will talk with contractor to get them back out to take care of it. There is a section of 266th ave that goes to the east of Woodlands Parkway that has not been included in the project. Supervisor Hiller said to go forward with what was planned and we can talk about it later, no action taken. They took cores on 112th St has a good gravel base, but the pavement is falling apart. Supervisor Hiller asked if it was a candidate for a reclaim, Tessmer stated that it was. Discussion about the weight limit and what it would be posted at. The posting signage is a legal designation to what we want it to be used for. Discussion about the shouldering and what makes the most sense when adding to the height of the road. Also, discussion about a hill, sightlines, guard rails, trees and the speed limit. There are safety concerns with trees and how close they are to the road, Supervisor Kukowski to work with homeowners if needed. Acorn Ridge and Deerhaven could possibly be some spots where we might have thinner pavement. The new traffic count for 253rd Ave had an average count of 3,034 cars which was more than double the last count from 2016. Got new letters of support from State Senator Matthews, the City of Zimmerman and the Sheriff's Office. We would still like letters from the Sherburne County engineer, Sherburne County representative Schumacher, State Representative Lawrence, and the

School District. Tessmer would recommend getting a survey and wetland delineation done for 253rd and would likely put in a culvert, it would make the application more appealing because it shows investment. Supervisor Kukowski stated we should go forward with the survey and wetland delineation this fall to include in the application. Kukowski/Hiller unanimously approved to do the survey and wetland delineation. Discussion about the speed limit now and when it would be when completed. Sergeant Wilson stated he would get some resources together and send them to Clerk Treasurer Fiedler to get to the board. He asked Tessmer if the count they did gave an 85% speed, the speed was 49mph. It seems people are slowing down naturally due to rough road. MS4 would require mapping of the culverts for approximately $18,000. They would need to do site inspections on some of the projects that could possibly be added to developers' agreements so it would not cost the township money. We may need to do an additional ordinance to adopt this later for MS4, no action taken.

1.8 Planning Commission Report: Supervisor Spencer said the meeting in September was cancelled.

REQUESTS FROM THE PUBLIC:

2.1 Halgrimson-30-00004-3430 Variance request-Randy Halgrimson was present to request a 10ft variance in setback to the road right of way for a septic upgrade. Required setback to the road right of way is 10ft. Supervisor Hiller stated everyone needs a septic system, and you can't create more land for that.

1) Is the variance in harmony with the intent of the comprehensive plan and zoning ordinance? Yes-the size of the lot constrains what they can do.
2) Without the variance, is the property owner deprived of a reasonable use of the property? Yes-they need to be able to have a septic system and not an outhouse.
3) Is the practical difficulty due to circumstances unique to this property? Yes-where the house sits on the lot and the lot size constraints.
4) Were the circumstances causing the practical difficulty created by someone or something other than the landowner? No-the lot size constraints and where the house sits on lot.
5) Will the issuance of the variance maintain the essential character of the locality? Yes-it does.
6) Does the practical difficulty involve more than economic considerations? Yes-you need the land to put in the septic system.
Spencer/Kukowski unanimous to recommend approval of the variance.

2.2 Marchessault-30-00418-0255 2nd Driveway: Tom Marchessault was present to ask the board for a 2nd driveway to access the ADU structure on his property. He built the unit towards the back of his property and right now access is off his current driveway. His concern is the emergency services won't know where to go if it is addressed off 256th Ave. He spoke with county and they gave him an address off 142nd St. Hiller/Kluge Jr unanimous to approve the 2nd driveway. It will require a driveway permit that will require the fees and inspection from the engineer.

2.3 Carlson-subdivision ordinance: There are three neighbors who put a dirtbike track for their kids in the township drainage and utility easement. This is a county issue who handles our zoning and enforcements, Supervisor Hiller directs Fiedler to mail letters to those three houses. Hiller/Kukowski unanimous to send letters regarding building things in the drainage and utility easement, noise ordinance in the township.

2.4 Simcoe-30-00031-3400 Variance request: Vicki Simcoe was present to request a 22-foot variance to the centerline of County Road 32 to construct a deck and screened porch on an existing legal nonconforming structure. The required setback to the centerline of a county road is 100 feet.

1) Is the variance in harmony with the intent of the comprehensive plan and zoning ordinance? Yes-the size of the deck is a smaller footprint.
2) Without the variance, is the property owner deprived of a reasonable use of the property? Yes-we all want decks on the back of our houses, to enjoy the outdoors.
3) Is the practical difficulty due to circumstances unique to this property? Yes-where the house sits on the lot.

4) Were the circumstances causing the practical difficulty created by someone or something other than the landowner? Yes-previous people put the house where it is.
5) Will the issuance of the variance maintain the essential character of the locality? Yes-it does.
6) Does the practical difficulty involve more than economic considerations? Yes-they want to have a deck.
Hiller/Kluge Jr. unanimous to recommend approval of the variance.
2.5 Horn-30-00482-0315 Encroachment Agreement-Rocky Horn was present and stated that when he moved in, he cleared out trees, dug a pond, and put a playground up. The playground was placed in a drainage easement on his property he did not know he had. The county wanted him to do a wetland delineation to apply for deminimus. He filled in where the playground is and would like to fill in more to put up a future garage. He is asking for an encroachment agreement to allow him to get a slope on the backside of the future garage which would entail more fill in the drainage easement. Discussion about where the building would be, the maximum amount allowed to be filled, where approximately the easement is on the property and if he would need another driveway access for the building. Kukowski/Spencer unanimous to approve based on attorney review.
2.6 Davis-Candidate for Sherburne County Auditor-Brenda Davis was present to introduce herself to the town board and stated she was running for Sherburne County Auditor this year. She informed the board that the auditor position will be an elected position and the treasurer position will become an appointed position. Brenda has worked in the county auditor office for 12 years. Her key points were fiscal responsibility, keeping elections secure, and being a good bridge between the elected auditor position and the appointed treasurer. The town board thanked her for coming, no action.

3. Open Forum: Doug Manthei was present to talk about 112th St south road project portion that will be done in 2027. He would like the board to think about soil borings in certain spots and mentioned large trees that were very close to the roadway.

4.1 Clerk/Treasurer Report: Clerk/Treasurer Fiedler, items of interest last month included: Reminder for SCAT meeting on October 21st at the Becker History Center. Sewing Group is switching to the 1st Sunday of the month starting 2027.

4.2 Approve payment of claims: Hiller/Spencer unanimous to approve payment of claims and payroll totaling $217,395.93 and transfer $220,000.00 to cover check numbers 22927 through 22958 and September EFT #309-313 for Federal, State, PERA withholding tax, CenterPoint.

4.3 Road Report: Kelly provided the following report August 17, 2026 – September 20, 2026:
Added No parking signage in front of fire side doors. Discussion about seeding on road projects and wording in the contracts.

Vehicles:
Truck 36: Back from auction, didn't meet minimum, now parked in front of Station 2. Replaced front cylinder. Board directed Kelly to put ad on marketplace to try to sell. Kukowski to look into township insider magazine for information.
Truck 41: Rear seal is leaking, needs to be repaired.
Truck 47: New batteries from Nuss Trucking.
John Deere Tractor: Started last round mowing for the year.
Ford Tractor: Started last round mowing for the year.

Road Maintenance
Throughout township: Fahrner completed remaining striping.
Aspen Heights: Omann Brothers milling and repaving done.
266th, 268th & 98th St: Astech was awarded contract, all work is done.

Minimum Maintenance Road: Hauled 8 loads of gravel.

Lake Fremont Shoreline: Met with Patti and Kevin to review prices on lake shore restoration. Looking at completing site 1 and site 4.

Mowing Ditches and Guardrails: Mowed all the guardrails for the last time this year. Started final mowing for the season.

96th St and 112th St: Completed shouldering with millings.

Lake Fremont Restoration: Waiting for contract to be finalized. Dan will meet with Patti and Kevin.

Station 1: Kevin and Chris attended roundabout meeting last Wednesday 9-16.

4.4 Park and Cemetery Report: Aubart provided the following report: Reporting Period August 22, 2026 – September 25, 2026.

Parks Maintenance: Supervisor Kluge Jr. said they are scheduled to burn on 10/3. Supervisor Hiller asked Aubart to look into a permanent structure for a bathroom and what that would entail.

North Point: Mowing grass was done and watering trees continued. Working on mole control in the grassy area. Red's will come out at the end of the week to pull it out.

Sugar Bush Preserve: Cleaned trails off fallen leaves. Checked hiking trails. Started work on archery range. Some class 5 was dumped for the trail and signage was ordered.

Cemetery Maintenance:

Livonia Township Cemetery: Mowed grass. Sold 3 plots to township residents.

Other Duties:

Hot tar on various roads, trimmed around guard rails, worked on gravel for minimum maintenance road around Fremont. Mowing brush in ditch right of way, millings to shoulder on various roads and tree trimming in the road right of way.

4.5 Supervisor or Committee Reports: Kluge Jr.: Dance for Fire Department went well, planning again for next year. **Hiller:** We need to reply to email using reply and not reply all so it goes to clerk only. Discussion about open meeting law and examples of how it could be perceived. **Kukowski**: working with William on the roads. **Spencer:** Nothing.

OTHER BUSINESS:

5.1 Continuation Meeting Draft minutes: Clerk/Treasurer Fiedler presented a DRAFT of the Continuation of the 2026 Annual Meeting Minutes, Kukowski/Hiller unanimous to acknowledge the presentation of the DRAFT Continuation of the 2026 Annual Meeting Minutes.

5.2 Resolution 26-09 Approving Park Fees for Ady's Acres: Kukowski/Spencer unanimous by roll call to approve Resolution 26-09 as follows: $6,000 park fees for 5 new lots created in the plat of Ady's Acres.

5.3 Approve contract with Soil and Water for grant: Supervisor Kukowski has been working with Sherburne County Soil and Water to come up with a plan on restoring the shoreline on Lake Fremont. There are 4 sites that need work done. We would like to do sites 1 and 4. The township would like to apply for a grant to help fund some of this work, the grant would cover 75% and the township would cover 25%. The permit would be for 5 years to get the work done. It would be $400 to apply for the grant and $250 for the permit through zoning. There could be another grant we could apply for a few years from now to help with the additional sites. Kukowski/Spencer unanimous to apply for the grant and sign the contract. Discussion about how much work we could do with our staff versus having to hire out the work. Spencer/Hiller unanimous to approve paying for the permits if we need to cut checks prior to next month's meeting.

5.4 Cemetery board: There has been some discussion about the cemetery board recently and when the cemetery committee was established, it consisted of 4 directors and met a minimum of 2 times per year. There is rarely anything that required this committee to meet twice a year and hasn't done so since 2015. The town board would like to

restructure the cemetery committee consisting of 2 supervisors and whomever the parks and cemetery superintendent is at the time. The supervisors would be restructured every year during the march reorganization meeting. There was discussion about who can be buried in the township and their connection to the township. Kukowski nominated Spencer as one of the supervisors and Kluge Jr volunteered for the second position. They will be the cemetery committee along with Parks and Cemetery Superintendent Aubart until the March 2027 reorganization meeting.

5.5 SCAT Ornament: The Sherburne County Association of Townships had agreed to sponsor and decorate a Sherburne History Center Christmas Tree this year. The chair of the SCAT meeting has asked each township to bring an ornament from our township to be placed on the tree. Clerk/Treasurer Fiedler picked up a maple leaf ornament that she will add Livonia Township to it somehow to bring to the next SCAT meeting.

5.6 Newsletter: The township has tried to get away from doing an annual newsletter, Supervisor Hiller would like to send one out this February with the following information to share; the election change from March to November, the change in Supervisor terms now going to 4 year terms, what positions will be up in 2028, the upcoming road projects, the ROW ordinances, the archery range coming in sugarbush, clean-up day and put in the other ways they can get our information through Facebook, website or constant contact. We would like to have on the agenda for January for approval and mail out in February. There was a discussion about the permit, application and costs. For this newsletter they said to just do first class postage.

5.7 Resolution 26-10 Declaring a Vacancy: Hiller/Kukowski unanimous by roll call to approve Resolution 26-10 Declaring a Vacancy in the Supervisor E position. This vacancy will be filled with an interim supervisor to fill out the term until the next election in November 2028. The posting will be on our website and Facebook page seeking candidates until October 19th. There was a discussion about the voting process, timeframe and if they interview people. No action taken.

5.8 Planning Commission Appointment: With the passing of Butch who was appointed to serve as the township representative for Sherburne County Planning Advisory Board the town board needs to recommend someone to fill that position. His term went until December 31, 2028, with Lila serving as the alternate. Hiller/Kukowski unanimous to appoint Lila Spencer to serve as the township representative to the Sherburne County Planning Advisory Board with Kluge Jr to serve as the alternate.

Hiller/Kukowski unanimous to adjourn at 7:53 p.m.

Approved this 26th day of October 2026.

_____ _____

Chairman or Vice Chairman **Clerk/Treasurer or Deputy Clerk/Treasurer**