



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES  
HELD AT THE LIVONIA TOWNSHIP HALL  
FEBRUARY 27, 2012

Supervisors Present: Hass, Hewitt, Manthei and Sherper. Doebler absent

Staff Present: Clerk/Treasurer Spencer and Deputy Clerk/Treasurer Olson

Troy Gilchrist, Attorney. was present on behalf of the Township for the Girl Scout Public Hearing Meeting.

Chairman Sherper called the Meeting to order at 7:00 p.m.

The assembly recited the Pledge of Allegiance.

**1.2 Approve Regular Meeting Agenda:** Manthei/Hewitt unanimous to approve Regular Meeting Agenda submitted.

**1.3 Approve Consent Agenda:** Hass/Hewitt unanimous to approve the Consent agenda as submitted: Item A) January 23, 2012 Regular Board Minutes; B) January 30, 2012 Special Meeting Minutes; C) February 6, 2012 Workshop Meeting Minutes; D) February 6, Board of Audit Minutes; E) Attendance at training sessions and F) Hall rental by Zimmerman Youth Baseball.

At 7:05 p.m. Sherper recessed the Regular Board Meeting to reconvene the Girl Scout Public Hearing Meeting. At 7:35 p.m. Sherper reconvened the Regular Town Board Meeting.

**1.4 Annual Sheriff's Report and Regular monthly report:** Sheriff Brott reported there were no significant incidences in the Township for the month of January. In 2011 there were 1680 total contacts by the Sheriff's Department in the Township which is down from 2010 and 2009. The K-9 units received honors at regional and national event levels; the Emergency Response Unit received the Top Iron Men Trophy during completion at Camp Ripley. There is a drop box in the Sheriff's Department lobby for disposal of unwanted medications. Project Lifesaver is a new program for adults and children who have the potential to wander due to Alzheimer's, autism and other related condition or disorders. Citizens who enroll are provided with a small personal transmitter that emits an individual tracking signal. The program will provide timely response to save lives and reduce injury to those who have the potential to wander.

**1.5 Fire Report:** Chief Maloney provided February calls for service as follows: 1 medical assists, 1 gas leak, 1 motor vehicle personal injury accident with extrication, 3 cancelled en route, 4 fire alarms, 1 carbon monoxide, 1 good intent (steam from dryer vent), 1 vehicle fire, 1 outside rubbish fire and 2 residential house fires (1 electrical; 1oven). Maloney reported on the accident at County Road 19 and County Road 4, is working on OSHA compliance voluntary inspection has been ordered, the small truck and snowmobile has been replaced with a Kubota RTV funded by Relief Association donations and charitable gambling.

**1.6 Road report:** Coordinator Spencer provided information regarding the purchase of tractor and mower. Board discussed options. Hass/Manthei unanimous to table to March meetings to allow for further research of tractor options.

**2.1 Request for IUP for home business in an accessory building:** Sherper/Hass unanimous to recommend approval of request for an IUP for home business in an accessory building (Diesel pick-up performance and repair). The Board recommends an amendment to Item #5 as stated in the current approved IUP as follows: All vehicles to be worked on will be kept inside the accessory building except for completed vehicles parked by the house for customer pick-up. No more than six (6) customer vehicles may be parked outside waiting to be picked up. Josh Gruis explained there are instances when customers have their vehicles towed to his facility without notification and when work on a customer vehicle is complete, the customer refuses/does not pay for repair, the vehicle is outside. Mr. Gruis asked for six (6) vs. three (3) vehicles to be parked outside waiting to be picked up; Board agreed there are circumstances beyond his control. Board also noted the area where the vehicles are parked are not visible to the public from the road.



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES  
HELD AT THE LIVONIA TOWNSHIP HALL  
FEBRUARY 27, 2012

**2.2 Crack repair quotes:** Hewitt/Hass unanimous to authorize obtaining quotes for all labor, materials and equipment for the application of crack sealant on approximately 3 ¾ miles of Township roadway. Deadline for submitting quote to the Township is March 19, 2012 at 12:00 noon. Quotes will be considered by the Town Board at the March 26, 2012 Regular Board meeting.

**2.3 Request for access 232<sup>nd</sup> Avenue cul de sac:** Jerry Zeimet was present to request access from the 232<sup>nd</sup> Avenue and over the Great River Energy transmission line easement to property owned and located south and east of Sugarbush Trail. Hass/Manthei unanimous to approve access from 232<sup>nd</sup> Avenue cul de sac and a one (1) rod wide driveway over transmission line easement contingent upon obtaining permission from Great River Energy to place the driveway in their transmission line easement. Mr. Zeimet is required to apply and pay required fees at the Township for driveway and encroachment permits and provide documentation approving access on the transmission line easement from Great River Energy.

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

**4.1 Payment of claims and transfer of funds:** Hewitt/Manthei unanimous to approve payment of claims, including payroll as submitted, for payment of utility and interest bearing bills received after claim deadline and to transfer \$40,000.00 from savings to checking to cover claim numbers 5662-5691 check numbers 14786-14830 and Electronic Fund Transfer (EFT) # 000014 (February 941 withholding tax

**4.2 Supervisor Reports:** Hewitt and Manthei had no reports. Hass reported the Fire Board met to discuss ongoing investigations of fires in the Township. Sherper attended Lobby Day at the State Capital where the State Representatives and Senators briefed attendees on happenings at the Legislature. A bill relating to annexation is being introduced that would require 75% approval from both the affected city and township. There is a lot of discussion at the State level regarding the proposal for requiring Voter Id.

**5.1 Approve annual meeting agenda:** Hewitt/Manthei unanimous to approve the draft annual meeting agenda with amendment.

**5.2 Financing options:** Options for refinancing of the maintenance/fire building were obtained from several sources. For consideration was flexibility to make partial loan payment or for a considerable lower interest rate. Hewitt/Hass unanimous to pursue option for refinancing with Ehlers at an interest rate of under 2% for seven (7) years which will result in an overall savings of approximately \$52,000.

**5.3 Approve proposed 2013 levy for presentation at the annual meeting:** Hewitt/Hass unanimous to approve proposed 2013 levy with option B based on Board decision to refinance the maintenance/fire building.

**5.4 Resolution amending Orderly Annexation Agreement:** Moved by Hass, second by Hewitt to approve First Amendment to Joint Resolution and Agreement of the Township of Livonia and the City of Zimmerman Designating an Unincorporated Area as in Need of For Orderly Annexation and Conferring Jurisdiction Over Said Area To The Office of Municipal Boundary Adjustments, Minnesota Department of Administration and Amendment to Current Joint Resolution and Agreement Regarding Orderly Annexation City of Zimmerman Resolution No 06-12-04 and Livonia Township Resolution No. 07-01. Roll call – Hass, Hewitt, Manthei, Sherper, yes; none opposed. Doebler absent.

**5.5 Approve quote for atrium doors:** Two quotes were requested for installation of atrium doors. CNS Construction did not submit a quote; Rasmussen Construction submitted quote of \$3,865.50. Hass/Hewitt unanimous to approve quote from Rasmussen Construction with omission of the mechanism for locking which is not needed.



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES  
HELD AT THE LIVONIA TOWNSHIP HALL  
FEBRUARY 27, 2012

**5.6 Sugarbush Park maintenance:** At the January meeting Supervisor Doeblner indicated Park Board members are willing to perform miscellaneous cleanup work in the Sugarbush Park. The question was would their work in the park be done as a volunteer or an employee. Hewitt/Manthei unanimous to approve Park Board member work in the Sugarbush Park on a voluntary basis requiring those interested to sign a Volunteer Service Statement and Agreement.

**5.7 Participation at the County Water Plan Advisory Meeting:** The County Soil and Water Conservation District sent an invitation to the Township to participate in the County Water Plan Advisory Meetings. Supervisor Manthei volunteered to attend.

**5.8 Updates:** a) Local Board of Appeal & Equalization: The Township's Local Board of Appeal and Equalization will be held on Monday April 16, 2012 at 6:30 p.m. b) OSHA: a free workplace safety consultation was requested; OSHA will notify Township to schedule a visit. c) Whispering Ridge: The homeowners in the development have filed for incorporation. The County Auditor/Treasurers office will submit an application to the State of Minnesota to have the two outlots containing the shared septic system turned over to the Homeowners Association. After that is finalized and the time frame for Lakeland Construction to disperse any additional funds, the Township can accept by resolution the roads in the development. d) Annual audit: Schlenner Wenner will to do their field work for our audit early March. The draft may be ready for March or April meeting. e) Developers Agreement: Attorney Gilchrist will review verbiage in the current developer's agreement and provide a draft for Board approval.

Hewitt/Doeblner unanimous to adjourn meeting at 9:45 p.m.

Approved this 26th day of March 2012



Chairman or Vice Chairman



Clerk/Treasurer or Deputy Clerk/Treasurer