



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES  
HELD AT THE LIVONIA TOWNSHIP HALL  
SEPTEMBER 24, 2012

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

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

Others Present: Jon Bogart, P.E. Bogart, Pederson & Assoc.inc, Town Engineer

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:** Hewitt/Doebler unanimous to approve Regular Meeting Agenda as submitted.

**1.3 Approve Consent Agenda:** Hass/Hewitt unanimous to approve the Consent Agenda as submitted: Item A) August 27, 2012 Regular Board Minutes; Item B) September 10, 2012 Joint Workshop Minutes-meeting with County Zoning Staff; Item C) September 10, 2012 Special Meeting Minutes; Item D) Hall rental by Sherburne County for Hazard Mitigation Meeting.

**1.4 Sheriff's Report:** Captain Starry provided County Sheriff Preserving the Peace newsletter. There were 171 calls for service during August of this year vs. 146 calls for service for the same time period in 2011.

At 7:05 p.m. Chairman Sherper recessed the Regular Board Meeting for purpose of reconvening the Girl Scout Road Public Hearing Meeting. Sherper reconvened the Regular Board Meeting at 7:30 p.m.

**1.5 Fire Report:** Chief Maloney provided August calls for service as follows: 3 medical assists, 2 motor vehicle personal injury w/extrication; 1 search for missing person, 3 fire alarms, 1 carbon monoxide, 2 grass fires, 2 vehicle fires, and 1 residential house fire. The open house and dance were well attended; conducted one house burn for training purposes-homeowner donated the house. There is a great danger for wild fires due to the dry conditions; no regular burning permits are being issued.

**1.6 Road Report:** Maintenance Coordinator Spencer reported second mowing of the road ditches has been completed; the new tractor and mower work well. The new brush mower works well and was used to mow the grasses on the trails in the Sugarbush Park. Roads were graded after the last small amount of rain. The lift crane was installed on the one ton truck and is ready for use, other safety equipment including eye wash stations are up. Sherper made compliment on the road mowing; Spencer will pass the compliment at on to Timinski who did most of the mowing.

**2.1 Request for Interim Use Permit (IUP) for home business in an accessory building:** Kevin Narr, property owner, was present to request an IUP for a home business in an accessory building – small engine repair shop in pole building. The building is about 1500 square feet which is within the maximum allowable building size, Narr will be the only employee, all work will be done within the building, no outside storage, hours of operation 9 a.m. to 5 p.m. M-F, no Sat/Sun hours. No sandblasting or activity of that type will occur. All wastes will be recycled or disposed of per County and State regulations. Signage may be placed on the building. Narr does not foresee a large traffic volume. Sherper/Doebler unanimous to recommend approve of the request for IUP – small engine repair shop in an accessory building; the building is within the maximum building size and the operation will be entirely inside the building.

**2.2 Lake Fremont Lakeshore Restoration:** Bill Bronder, Interim District Manager and Francine Larson, Office Manager with Sherburne County SWCD were present to go over the final payment voucher for Phase I of the project and to obtain approval to amend the 2011 Clean Water Fund Cost Share Agreement to extend to November 30, 2013. The Board agreed with the final payment voucher for Phase I of the project and signed off on the document. Hass/Hewitt unanimous to approve extension of the 2011 Clean Water Fund Cost Share Agreement to November 30, 2013.

**2.3 ISD 728 update of the strategic plan and 2012 ballot questions:** Dr. Mark Bezek, ISD 728 Superintendent provided information about the 5 year, 2012-2017 plan which defines District goals/priorities during that time period. He also brought ballot information regarding the renewal of an existing tax and a new 10 year levy for all day, every day kindergarten, technology, curriculum and on-going operating expenses. Both questions will be on the November 6<sup>th</sup> ballot.

**2.4 Request for waiver from weight restriction:** Joel Grams with Home Sweet Home Design was present to represent Dan Welch, resident and requestor. Welch is requesting the waiver to allow construction vehicles to



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access his property for new home construction; his driveway has access onto 245<sup>th</sup> Avenue. Currently there is a temporary 5 ton per axle weight limit on 245<sup>th</sup> Avenue. Jon Bogart, Town Engineer was ok with the request. Hass/Hewitt unanimous to allow waiver from 5 ton axle weight beginning at the intersection of County Road 19 continuing east on 245<sup>th</sup> Avenue to the 9987 245<sup>th</sup> Avenue Address with no hauling allowed east of that address. The road, Town right of way and Welch driveway will be videoed prior to start of construction, contractors will be required to submit a request for overweight permit, waiver will then be issued. Damage to the Town right of way due to all phases of home construction is the responsibility of Dan Welch property owner at 9987 245<sup>th</sup> Avenue.

**2.5 Comment on County Road 74 reconstruction project:** Sherburne County requested Town comments on their CR 74 project. Bogart found construction improvements to be in order at Town roads 116<sup>th</sup> and 112<sup>th</sup> Streets. County Public Works contacted Clerk/Treasurer regarding tarring up the hill on 237<sup>th</sup> Avenue, the west entrance to the Girl Scout camp where the road is gravel, to prevent gravel from 237<sup>th</sup> eroding down onto CR 74. Discussion followed regarding cul de sac turn around on 237<sup>th</sup> Avenue pending agreement with the Girl Scouts. Hass/Hewitt unanimous to authorize Bogart to provide sketch for a turn around point proposed to be located east of the Girl Scout primary driveway and to talk with Town Attorney regarding such.

**2.6 Engineering updates:** 253<sup>rd</sup> Ave project progress: Class 5 is down; bituminous to follow. 245<sup>th</sup> Avenue and 277<sup>th</sup> Street projects: 245<sup>th</sup> Avenue project is done; 277<sup>th</sup> Avenue project is done for this year, second lift of bituminous will be placed in 2013. Windsor Pines erosion: The area of erosion from last spring has vegetated in; Bogart feels disturbing it will open the problem; he recommends no further action is necessary.

**2.7 Engineering -2013 road plans:** 112<sup>th</sup> Street project: A meeting with residents affected by temporary easements was held earlier in the evening. Letters scoping out the project will be mailed to residents abutting the project area. The project will go out for bid late winter/early spring. 277<sup>th</sup> Avenue project: The second lift of bituminous will be placed next spring. Hewitt/Manthei unanimous to authorize Bogart to bid 112<sup>th</sup> Street road project and 277<sup>th</sup> Avenue second lift bituminous at the same time early 2013.

**2.8 Approve/award 253<sup>rd</sup> Avenue air injection patching:** Two quotes were received for patching – Commercial Asphalt Repair - \$3,000.00 and Pavement Resources - \$2,950.00. Doeblor/Hewitt unanimous to accept low quote of \$2,950.00 from Pavement Resources

**2.9 Approve/award road striping quotes:** Two quotes were requested; one was submitted from AAA Striping Service Co for \$4,467.25 for 4.34 miles of centerline paint striping. Hewitt/Doeblor unanimous to approve quote of \$4,467.25 from AAA Striping Service Co. The quote from Traffic Marking Services was not received back.

**2.10 Resolution 12-23 to impose temporary weight restriction in plat of Whispering Ridge:** Moved by Hass, seconded by Manthei to impose a temporary weight restriction of 5 ton per axle weight on the roads within the Plat of Whispering Ridge located in sections 19 and 30 Township 34 Range 26 in Livonia Township, Sherburne County, Minnesota. The Town Board authorizes the 5 ton per axle weight limitation signs be erected and maintained at the above locations in conformance with M.S. 169.87 Subd 1 until such time that a freeze/thaw season has occurred after the wear coarse of bituminous has been placed. That private utility vehicles such as electric company service vehicles, propane delivery vehicles, garbage vehicles, recycling haulers, septic vehicles, well maintenance vehicles and any other vehicle necessary for the essential maintenance of the home be waived from the 5 ton axle weight limit. Roll call: Doeblor, Hass, Hewitt, Manthei, Sherper, yes; none opposed.

**3. Open Forum:** There were no requests for open forum.

**4.1 Payment of claims and transfer of funds:** Hewitt/Doeblor 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 \$330,000.00 from savings to checking to cover claim numbers 5945-5980 check numbers 15178-15220 and Electronic Fund Transfer # 000022 September 941 withholding tax.

**4.2 Resolution 12-24 to transfer funds from 100 to 210:** Moved by Hass, seconded by Manthei to transfer \$48,879.60 for the John Deere Tractor & Mower payment from General Fund 100 to line item in Road & Bridge Fund 210. Roll call: Doeblor, Hass, Hewitt, Manthei, Sherper, yes; none opposed.

**4.3 Resolution 12-25 to transfer funds from 100 to 304:** Moved by Hewitt, seconded by Doeblor to transfer \$11,731.55 for additional costs incurred for refinancing from General Fund 100 to Debt Service Fund 304 to bring balance to zero. Roll call: Doeblor, Hass, Hewitt, Manthei, Sherper, yes; none opposed.



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**4.4 Supervisor Reports:** Hewitt and Manthei had no reports this month. Doeblner informed Board he is stepping down as Chair of the Township Park Board but will remain as a Park Board member. After the next Park Board meeting, the new Chair and Vice Chair will be announced. Hass reminded everyone that the Sherburne County Hazard Mitigation Plan meeting will be held here on Thursday September 27, 2012 beginning at 6:30 p.m. Sherper attended a Chisago County Meeting; the main topic of discussion related to home foreclosures. He found the book "Thoughts on Building Strong Townships" by Charles L. Marohn, Jr to be very interesting. Mr. Marohn facilitated the most recent land use planning sessions for Livonia Township.

**5.1 Johnson fence:** After last month's Board approval to replace 550 feet of fence on the Johnson property or to compensate monetarily, Johnson signed and returned the temporary easement document with added verbiage follows: "...or as needed up to the wetland". Due to the additional verbiage, the Board made final determination for replacing the fence. For the record the additional verbiage on the temporary easement document is accepted by the Board. Hass/Hewitt unanimous to approve replacing the fence on the Johnson property up to the wetland.

**5.2 Updates:** a) **draft newsletter:** Board reviewed the draft and suggested addition of the 112<sup>th</sup> Street road project. b) **Quarterly meeting of the Association of Townships:** The meeting will be held at the Palmer Town Board on Wednesday, October 17, 2012.

Hewitt/Doeblner unanimous to adjourn meeting at 9:30 p.m.

Approved this 22nd day of October 2012



Chairman or Vice Chairman



Clerk/Treasurer or Deputy Clerk/Treasurer