



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
JANUARY 27, 2020

Supervisors present: Hass, Hiller, Kuker, Maloney and Pool.

Staff present: Clerk/Treasurer Hammre, Deputy Clerk/Treasurer Fiedler, Maintenance Coordinator Berghuis

Chairman Hass 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: Hass/Kuker unanimous to approve the Regular Meeting Agenda with the following addition: Item 5.7 Employee Compensation.

1.3 Approve Consent Agenda: Hiller/Maloney unanimous to approve Consent Agenda as follows: Item A) December 23, 2019 Regular Meeting Minutes; Item B) IRS Standard Mileage Rate; Item C) Training Sessions for the Year; Item D) January 20, 2020 Workshop Meeting Minutes; Item E) January 20, 2020 Workshop Meeting Minutes.

1.4 Fire Report: Chief Maloney provided December calls for service: 11 medical assists, three were lift assists, 4 motor vehicle personal injury accidents, 3 fire alarm, 1 person in distress – lift assist, 1 vehicle fire. Maloney also reported that an ISO audit will take place soon. Maloney gave an update on the new Fire Station, stating that the Fire Board is meeting with the architect weekly to tweak the budget plan. Hass requested a report on the number of fire calls to the Girl Scout Camp over the last 2 -3 years.

1.5 Sheriff's Report: Sgt. Wilson provided the Sheriff's report: there were 118 calls for service in December in Livonia Township, including 2 thefts. The rest were miscellaneous calls for service. Hass asked if the rash of car theft issues that were occurring last fall were resolved. Sgt. Wilson said the issue has been resolved.

1.6 Engineering Report: Engineer Anderson reported that the advertisement for bids for the 2020 road projects will be published in March. Discussion about the project and alternate possibilities if the bid pricing is low to take advantage of cost savings. Discussion about the Lake Fremont Sub Watershed Study by Sherburne county SWCD for the City of Zimmerman road reconstruction project. Hass/Pool unanimous to provide no funds for the study as it does not benefit the Township residents. Anderson will supply Sherburne County SWCD with a map of Livonia culverts, etc. for information to aid in the study. Anderson also reported that the final Engineering Standards document will be ready for approval at the February Board Meeting. He provided a draft of the Engineering Standards for the Board to review. Also discussed was the possibility of bonding for road projects to take advantage of current low interest rates.

1.8 Road Report: Maintenance Coordinator Berghuis reported that the team has been busy with snow events; they have done some tree trimming where needed; one day was spent at North Point Park; there were no breakdowns of plow trucks, the grader has an oil leak and is going in for repair.

1.9 Planning Commission Report: Spencer provided the January 16, 2020 Planning Advisory Commission (PAC) Report. The following items were presented for consideration and recommended for approval by the Planning Advisory Commission to the County Board of Commissioners at their next scheduled meeting: Request for Preliminary Plat Approval of "Wheat Fields" – Big Lake Township; Request for Preliminary and Final Simple Plat Approval of "Heinen Addition" – Baldwin Township.

3.0 Open Forum: no one present for Open Forum

2.1 Canfield Property: Canfield not present. Hass reported that Eric Canfield contacted him to inform Livonia Township that he has a potential buyer for his two properties on West Hunter Lake. The Buyer, Emanuel Lutheran Church, is interested in using the property as a day camp. Canfield requested that the Township donate the "beach" area, as described on the plat, to the buyer. The "beach" lot is in-between the 2 lots Canfield currently owns. Discussion followed about if the Township does actually own the property and if so, if it could be sold. Hass will inform Canfield that it may be possible to sell the property if the Township is able to do so. Maloney stated that he would like to see a sketch



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drawing of the Church's plan before a decision is made. Hiller commented that it may be appropriate to inform the residents in the area that there is a possibility of selling or donating the "beach" land. No action taken.

2.2 Salt/Sand Pricing Update: the issue has been resolved – there was an error in pricing calculation by the supplier. A correct invoice has been received.

2.3 Resolution 20-02 accepting Pine Crest Estates Roads: Engineer Anderson stated that the roads are ready to be accepted by Livonia Township. Roll call vote in favor: Hass, Kuker, Hiller; opposed: none; abstained: Pool, Maloney. Resolution 20-02 Resolution Accepting as Township Roads Those Roadways Dedicated to the Public Within the Plat of Pine Crest Estates passed by roll call vote.

2.4 Approve Sweeping Policy: discussion about the need for a policy and potential liability. No action taken.

4.1 Clerk/Treasurer Report: Items of interest during the past month include: Election preparations for the 4 elections that will be held in 2020 continue; check #19164 was voided, the invoice pricing was incorrect; we are working on end of year procedures and audit.

4.2 Approve payment of claims and transfer funds: Kuker/Pool unanimous to approve payment of claims, including payroll, as submitted and to transfer \$95,000.00 from savings to checking to cover claim numbers 9086–9113, check numbers 19168-19207, and Electronic Fund Transfers (EFT) #307-309 (January) Federal, State and PERA withholding tax.

4.3 Supervisor Reports: Hiller – reported that there is a post on the Zimmerman Community Facebook page asking for donations for the dog park that will be built by several Girl Scouts for their Silver Project at Sugarbush Park. The Scouts asked if a sign or signs would be allowed to recognize donors. Discussion about size, donation amounts, sign cost and multiple signs ensued. The Board directed Hammre ask the girls to develop a proposal addressing these questions and bring it to the Board for discussion and approval; Maloney – no report; Pool – legal discussions with MATIT. Hass volunteered to be the contact with MATIT. Hass – he and Pool met with representatives of the Girl Scout Council concerning grading the Livonia Township road/trail. Berghuis will grade again in the spring. Gravel may need to be added. They will meet again in the spring; Kuker – no report.

5.1 Appoint Election Judges: Hiller/Pool unanimous to appoint any election judge who has a current election judge Certificate of Training to serve as an Election Judge at the March 10, 2020 Town Election, the March 3, 2020 Presidential Nominating Primary Election, the August 11, 2020 Primary Election and the November 3, 2020 General Election.

5.2 Resolution Appointing the 2020 Absentee Ballot Board: Resolution 20-01 Appointing the 2020 Absentee Ballot Board - Hass/Hiller unanimous to approve.

5.3 Animal Control: North Metro Animal Control provided information and an example contract for consideration to enter into a contract with them to provide animal control services for Livonia Township. Hass/Maloney unanimous to enter into a 2-year contract with North Metro Animal Control for Livonia Township.

5.4 Clean Up Day Information: Vendors and the STS Coordinator have been contacted for Clean Up Day. There are two potential Garbage service providers, Jim's Disposal with a compactor truck and Steinbrecher Companies that would provide boxes for collection to be hauled away the week after the event. Discussion included: both companies have provided very good service for Livonia Township previously; flow of vehicles; and containment of the garbage area. Hass/Pool unanimous to contract Jim's Disposal provide garbage service with a compactor truck for the 2020 Clean Up Day.

5.5 Appreciation Letter to Elk River Landfill: Board directed Hammre to send the letter of appreciation to Elk River Landfill as written.

5.6 Approve Proposed 2020 Budget: Discussion about the budget including potential legal issues and the possibility that the cost could decrease. Hiller/Maloney unanimous to approve the proposed budget to be presented at the Annual Meeting for consideration by the Livonia Township residents.



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5.7 Employee Compensation: Pool/Kuker unanimous to increase Election Judge wages to \$15.00/hour for regular judges and \$17.00/hour for Head Judges. COLA increases for staff was discussed. Hass/Hiller unanimous to approve a 2.5% COLA increase in staff wages to be in effect March 1, 2020.

Hass/Hiller unanimous to adjourn the meeting at 8:26 pm.

Approved this 24th day of February 2020.

Chairman or Vice Chairman

Clerk/Treasurer or Deputy Clerk/Treasurer