



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
JANUARY 28, 2019

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

Staff present: Clerk/Treasurer Hammre, Deputy Clerk/Treasurer Fiedler, Maintenance Coordinator Berghuis, Township Engineer Anderson.

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: Hiller/Maloney unanimous to approve the Regular Meeting Agenda with the following changes: add item 5.9A Draft Newsletter.

1.3 Approve Consent Agenda: Hass/Maloney unanimous to approve Consent Agenda as follows: **Item A)** December 17, 2018 Regular Meeting Minutes; **Item B)** IRS Standard Mileage Rate; **C)** Training Sessions for the Year; **D)** January 14, 2019 Workshop Meeting Minutes.

1.4 Sheriff's Report: Sgt. Wilson reported there were 137 calls for service in December; the calls included 39 traffic stops and 12 security checks. There were no other concerns for Livonia Township.

1.5 Fire Report: Fire Chief Maloney provided November calls for service: 7 medical assist, 1 gas leak, 1 motor vehicle personal injury accident, 2 carbon monoxide, 2 fire alarm, 2 good intent (smoke in the area), 1 residential garage – Isanti, 1 residential house fire, oven fire - Zimmerman, 2 fire other, Aircare LZ, lift assist. Maloney also reported that 10 firefighters are working on the EMR to EMT bridge class. Maloney also provided a report of call history: in 2016 there were 170 calls for service, in 2017 there were 201 calls for service and in 2018 there were 250 calls for service.

1.6 Engineering Updates: 239th Ave is ready to go, the project can be put out for bids as soon as the temporary construction easements are obtained. The requested soil borings will be completed in the next few weeks. Maloney questioned if the plans were complete. Anderson explained that the only issue still pending is tree removal and trees to be removed will be identified and marked in the spring. Anderson was directed to send the advertisement proof to Hammre who will then pass it on to the Board for final approval via email. Doebler/Hiller unanimous to allow Anderson to start the process for the advertisement for bids for the reconstruction of 239th Ave, advertisement to be placed upon final review by the Board by email.

1.7 Road Report: Maintenance Coordinator Berghuis reported that the Maintenance Team has been busy with plowing and sanding roads, burning brush piles at North Point Park, and trimming trees. There have been no major issues with trucks. Discussion about fuel road tax on Township fuel.

1.8 Planning Commission Report: Spencer reported that during the December 20, 2018 the following items were recommended for approval by the County Board of Commissioners at their next scheduled meeting: request for residential preliminary and final simple plat of Ellen Acres Second Addition – Clear Lake Township; Request for residential final standard plat of Highland Meadows Third – Livonia Township; request for a residential preliminary and final simple plat of Campbell Corner – Santiago Township; request for a conditional use permit for a personal storage structure – Palmer Township; request for residential final standard plat of Two Rivers – Big Lake Township; request for a conditional use permit for personal storage structure – Big Lake Township. The request for a conditional use permit for a riding stable and horse boarding facility – Big Lake Township was tabled for further information. Spencer then reported that during the January 17, 2019 Planning Commission Meeting the following items were recommended for approval by the County Board of Commissioners at their next scheduled meeting: continued request for a conditional use permit for a riding stable and horse boarding facility – Big Lake Township, request for an interim use permit by amending existing IUP #56060 for a recreation activity field for use by ISD 727 Big Lake – Big Lake Township; request for an Interim Use Permit for a home business in an accessory building – Big Lake Township; request for a residential preliminary standard plat of WH Cates Pondsides Estates Second Addition – Livonia Township. The Commission recommended denial of the request for an interim use permit for a medium contractor's yard – Big Lake Township.



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2.1 Driveway Access – Goldenman: Goldenman was unable to attend the meeting but informed the office that he plans to install a barrier to discourage unauthorized entry onto his property that may be damaging the edge of the road.

2.2 Bogart Pederson Rate Increase – document provided detailing new engineering fees. No action needed.

2.3 Minnesota State Statutes Pertaining to Road Designations – documents provided include MS 160.83 Rustic Roads, MS 160.263 Bicycle Lanes, Routes, and Paths, MS 160.22 Trees as requested at the December 17, 2018 Board Meeting. No action needed.

2.4 Driveway Permit Document – the draft revised Driveway Permit was presented. Hammre explained the changes based on previous discussions and recommendations by office staff and Engineering. The Board recommended to change the text color to red to further emphasize bolded and underlined text.

2.5 City of Zimmerman – This item was moved to the end of the meeting to allow Zimmerman Council members to arrive.

3. Open Forum: Tammy Aufderhar present to ask the Board's opinion on a potential Farmer's Market located on her property at the corner of HWY 169 and County Road 25/243rd Ave. Hammre directed to research on Aufderhar's behalf.

4.1 Clerk/Treasurer Report – Items of interest during the past month include: the office is continuing to work on end of year and audit tasks, preparation for the Annual Meeting and Election, and preparation for the Luminary Event. We are also securing vendors for Clean-up day.

4.2 Approve payment of claims and transfer funds: Hiller/Doebler unanimous to approve payment of claims, including payroll, as submitted and to transfer \$125,000.00 from savings to checking to cover claim numbers 8699–8723, check numbers 18672-18709, and Electronic Fund Transfers (EFT) #265-267 (January) Federal, State and PERA withholding tax.

4.3 Supervisor Reports: Pool – no report; **Hiller** – no report; **Maloney** – School meeting, continuing to voice opinion about the Zimmerman/Livonia area; **Doebler** – Park Board report: discussed the Park Boards preferred trail surfacing material. The Park Board prefers crushed granite or a natural trail over wood chips. Doebler also discussed the need to evaluate the entire trail before determining the best surface. Doebler also stated that the Park Board emphasized that trees on Livonia Park properties should be left standing and the natural environment preserved to meet the objective of trails and nature preserve. **Hass** – SCAT Meeting report: Arvig is working on purchasing Windstream broadband in our area. Hass also recommended that the Town Hall office and Maintenance be shut down on Wednesday, January 30th due to the extreme cold. Hass/Doebler unanimous to close the Town Hall Office and Maintenance on January 30th. Hammre will provide residents with contact numbers for urgent matters.

5.1 Sherburne County Ordinance Amendments – Sherburne County Zoning requested comments on the proposed zoning amendments. Discussion about several of the items. Hass/Doebler unanimous to take 10 additional days to review and send comments to Hammre who will then consolidate the Board comments and send them to Sherburne County Zoning.

5.2 Appoint Election Judges to Serve at the March 12, 2019 Town Election – Hass/Hiller unanimous to allow Hammre to appoint trained Election Judges to serve at the March 12, 2019 Town Election at her discretion.

5.3 Resolution Appointing the 2019 Absentee Ballot Board: Resolution 19-01 Appointing the 2019 Ballot Board approved unanimously by roll call.

5.4 Clean Up Day Information and Date: Clean Up Day and time will be Saturday May 4th from 8:00 am to noon. Furniture and other non-recyclable items will no longer be eligible for Grant reimbursement as the GRE Resource Recovery plant has now closed. These items will now be landfilled and not eligible for grant reimbursement. The solid waste vendor has not yet been finalized. The cost charged to residents for these items will need to be evaluated. The cost for some of the other Clean Up Day items may also need to be adjusted to reflect the increased vendor costs. When the vendors are finalized, staff will evaluate pricing and prepare suggested resident costs to be sent to the Board for comment. The City of Zimmerman may be asked to help with funding the Township event to help cover the additional cost from Zimmerman participants.



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

5.6 MNDOT Road Signage Information – MNDOT Highway road signage information was presented as requested. It was determined that the Township parks do not qualify for consideration at this time. The Park Board was directed to consider options for road signage, to be determined after the 239th Ave reconstruction project is complete.

5.7 Resolution Adopting Amended Fee Schedule: Changes under consideration are the Driveway Permit Fee and the Driveway Construction Deposit Fee as previously discussed at prior meetings. Maloney stated that he thought that the suggested Construction Deposit of \$1,000.00 was too much, he would prefer \$750.00. Discussion ensued about the purpose of a Construction Deposit to fund the completion of an unfinished driveway if the applicant does not complete it. Also discussed was that the Construction Deposit is a deposit that the Applicant will get back when the driveway passes engineering inspection and that the higher amount would likely encourage the Applicant to finish the driveway and request inspection in a timely manner. Resolution 19-02 Adopting Amended Fee Schedule with a Driveway Construction Permit Fee of \$160.00 and a Driveway Construction Deposit of \$750.00 approved unanimously by roll call.

5.8 Approve proposed 2020 Budget – discussion and clarification about tracking park wages separately from maintenance wages. Maintenance will track time spent at parks this year for future fine tuning of wage budgets. The park wages were not increased in the budget for 2019 as that budget was set in 2018.

5.9 Pay Equity Results – Livonia Township received a Notice of Pay Equity Compliance.

5.9A Draft Newsletter – the draft newsletter was presented. The pricing for Clean Up Day will be determined when the vendors are all in place.

2.5 City of Zimmerman – former Mayor Dave Earenfight thanked the Board for the many years of cooperation between the City of Zimmerman and Livonia Township. Earenfight also stated that the lighting of the Park, a joint venture between the City of Zimmerman and Livonia Township, was a special event for him and the community.

Additional discussion: Doebler asked for discussion on updating the Township projection to a big screen TV. All present agreed that the current projection is outdated. Replacing it with a big screen TV on a rolling stand would better serve the needs for Township meetings. Hass/Hiller unanimous to allow Doebler and Hammre to research options and purchase a big screen TV for up to \$1,000.

Hiller/Doebler unanimous to adjourn the meeting at 8:31 pm

Approved this 25th day of February 2019.



Chairman or Vice Chairman



Clerk/Treasurer or Deputy Clerk/Treasurer