



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
NOVEMBER 25, 2013

Supervisors Doebler, Hass, Hewitt, Manthei and Sherper were present

Staff present: Clerk/Treasurer Rose Olson and Interim Maintenance Coordinator Matt Timinski

Others present: Jon Bogart, P.E. Town Engineer with Bogart, Pederson & Assoc., Inc.

Chairman Hewitt called the meeting to order at 7:00 p.m.

1.1 Pledge of Allegiance: The assembly recited the Pledge of Allegiance.

1.2 Approve Regular Meeting Agenda: Add Item 5.7 Funding for Roads. Manthei/Hass unanimous to approve the Regular Meeting Agenda as amended.

1.3 Approve Consent Agenda: Manthei/Sherper unanimous to approve Consent Agenda as follows: **Item A)** October 28, 2013 Regular Board Minutes; **Item B)** November 4, 2013 Special Meeting Minutes; **Item C)** November 11, 2013 Workshop Meeting Minutes; **Item D)** Designate location, Livonia Town Hall, for absentee voting for the March 2014 Town Election; **Item E)** Attendance at the Absentee Ballot Board Training for up to 4 Election Judges; **Item F)** Approve Hiring Maintenance Coordinator, Mark Berghuis; **Item G)** Approve Appointment of Deputy Clerk Treasurer, Jody Hammre.

1.4 Sheriff's Report, No Parking Signage: Sgt Wilson reported there were 178 calls for service in October; 58 of the calls were traffic stops, the remaining calls were for various reasons. Wilson stated the Parking Ordinance has been approved by the County Attorney's Office and is posted in the Law Library as required by statute to enforce. He suggested that six No Parking During Snow Removal signs be placed into the entrances at both the East and West Hunter Lake areas. Hewitt asked if there had been any complaints from residents regarding the Temporary Haunted Trail IUP, Wilson stated he was aware of one noise complaint. Manthei asked about the commercial vehicles parking in the right of way on the frontage road along Hwy 169, Wilson asked that a Certified Letter with the Ordinance be sent to the violator. He will continue to investigate.

1.5 Fire Report: Chief Maloney provided October calls for service: 3 medical assists, 2 Motor vehicle personal injury accidents, 2 cancelled en route, 1 fire alarm, 3 carbon monoxide, 1 arcing/down power line, 1 hazmat spill, 1 Water/Ice rescue, 2 vehicle fires, 1 outside rubbish fire, and 1 residential house fire. The Department completed a House Burn Training in the City of Zimmerman working with Connexus Energy. The Department will be starting the Radiation Decontamination Training next week and they are helping with the Neighbors Helping Neighbors Toy Drive again this year. Manthei provided Maloney with some Volunteer Fire Department PERA information that he received during the Annual Conference.

1.6 Road report: Interim Maintenance Coordinator Timinski reported the Truck 34 transmission problem seems to be resolved and is working well. Sugarbush Trail has been cleared of branches and leaves. Cold pothole patch is ready for winter use. He provided the Board with information to consider adding more bituminous road top on the inside curves of township roads during future road projects.

2.1 Shoreline Restoration Final Grant Submission Approval: Bill Bronder with Sherburne SWCD presented the Elk River Watershed Final Cost-Share Voucher to be signed. The remainder of the grant will be submitted to the Elk River Watershed's December Meeting. The grant will cover 73% of the Township's Costs.

2.2 Request for Second Driveway: Phil Lesnar was present to request second driveway to access proposed accessory building. He would like to take out the minimum amount of trees to continue having the buffer along the road; the elevation increases about 3 feet to the east of the building site. He stated the building would need to be placed in a certain area to allow the entrance doors to be accessible with his equipment. Lesnar had started working with prepping the area for the proposed building site and had damaged the roadway by driving off 127th St; he stated he would be fixing the damage in the spring. Manthei stated the Board does not like to approve 2nd accesses due to public safety and damage that is done to the roadways; in this instance, he thought Lesnar could access his proposed building from his existing primary driveway. Hass/Manthei unanimous to Table until December Meeting to allow the Board to revisit the site; Lesnar was in agreement with motion.



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
NOVEMBER 25, 2013

2.3 Culvert under 112th St: Doug Manthei presented the request. He stated that back in 2004, he had been approved by the Town Board to place a culvert to hold a mining conveyor under 112th Street. Hass motioned, and Sherper seconded, that the approval still stands with a sunset date of 3 years from today and to use current costs for escrow amount. Motion carried with all in favor with Manthei abstaining.

2.4 Engineering: a) **Elevation Study on Hwy 169 Frontage Road at 253rd Ave** – Bogart provided a letter regarding his findings based on the drainage plan that was provided to Sherburne County Zoning during the Building Permit process. Max Johnson was asked to come to the table and was provided a copy of the letter. Board consensus is the Township does not get involved with a civil issue between private property owners. The Road right of way is not being affected. No action taken. b) **2014 273rd Ave road improvement project** – Bogart plans to set up a meeting with the resident regarding the driveway access near the intersection of CR 45 and 273rd Ave. c) **2014 239th Ave road improvement project** – Bogart stated the soil borings and survey are being worked on, depending on the size of the culvert, will most likely need a hydrologist risk analysis done, Sherper had provided a lead on purchasing a culvert, Bogart to bring back costs at the December meeting. d) **Post Construction Meeting on 112th St** – Bogart stated meeting went well with ideas to be considered during next road projects including: Utility work to start as early as possible with contract verbiage changed, hydro seeding vs. erosion control blanket depending on area.

3 Open forum: Ron Maloney with Zimmerman Truck Sales provided an aerial photo of his lot and the neighboring lot to the south stating that there had never been a drainage issue in the past. Hewitt restated that this is a civil issue; there is no township concern regarding the drainage on our road right of way or in the drainage easement area.

4.1 Clerk Treasurers Report: Olson stated items of interest during November included: 2 residents asking about the Regulatory vs. Warning speed signs on 112th Street at 274th Ave, 2 residents asking about the need for a guardrail on 112th Street just north of 269th Ave; and the question regarding the autos for sale along Hwy 169 without a CUP/IUP; County is addressing this issue.

4.2 Approve payment of claims and transfers: Sherper/Hewitt 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 \$142,000.00 from savings to checking to cover claim numbers 6485-6521 check numbers 15860-15908 and Electronic Fund Transfers (EFT) #000059-61 (Nov Fed & State withholding tax & PERA).

4.3 Fund Balances: Board was presented with the October YTD Fund Balances. A resolution to transfer funds from Fund 100 to Fund 305 to meet statute requirements will be presented at the December Meeting.

4.4 Supervisor reports: Hass stated he had been informed that there is a wet spot on the ceiling panel in the Fire Office of the Public Works building; Olson will follow up on. Hewitt/Sherper unanimous to approve Hass to contact Town Attorney regarding Firefighter liability insurance. Manthei stated he had been to MATs Annual Conference which was very informative; volunteer vs. employee, No Donations, No Fund Raisers, MATs will not be able to provide insurance. Sherper stated he also had been to the conference with about 350 attendees. MBA is trying to come up with some insurance options; radon testing before selling residence; state testing wells for nitrates; life span of concrete (100 years) vs. metal culverts (35-50 years); Bruce West is the new State Fire Marshall. MATs had reorganization during their Annual Meeting, with Reno Wells as President. Doebler thanked Hewitt, Hass, Manthei, and Olson for interviewing the top candidates for the open positions. There were no other reports.

5.1 Adopt Updated Park and Trail Master Plan: Hewitt stated there was one minor spelling error and the Park Board would like to see the Appendix A map in a larger size (11 x 17) with better resolution. Doebler would like to see the electronic version of the Plan provided to the Township. Park Board would recommend adoption with the above changes. Hewitt/Doebler unanimous to adopt the Updated Park and Trail Master Plan with the above changes.



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
NOVEMBER 25, 2013

5.2. Appoint Town Representative to the Sherburne County Planning Commission: Sherper/Hewitt unanimous to recommend Lila Spencer to continue as the Primary Livonia Township Representative and Doug Manthei as the Alternate Representative for the Sherburne County Planning Advisory Board for the next three year term.

5.3 Grader Rental and Driver Discussion: Manthei stated that Baldwin Township asked if the Board would still be interested in allowing the grader rental. Board would like the new Maintenance Coordinator to be involved with the interviewing/hiring process of any potential grader drivers.

5.4 DAT Policy Discussion: Hass/Doebler unanimous to allow Olson to work with Town Attorney to have a Drug and Alcohol Policy put in place for the Township.

5.5 Approve purchase of Election Day signage: Hewitt/Sherper unanimous to update 2 Election Directional signs.

5.6 Final approval of Nichols CUP Farm-Related Business: Hass/Sherper unanimous to approve CUP for a Farm-Related Business – Sod Installation, Robert Nichols, as approved November 5, 2013 by the Sherburne County Board of Commissioners. The CUP and conditions of approval are on file in the Sherburne County Zoning Office.

5.7 Discussion Regarding Resolution from Township for Equitable Funding for Roads and Transit: Sherper stated that at the MATs Annual Meeting there was discussion regarding the Equitable Funding for Roads and Transit within the state; trying not to have local governments pitting against each other for funding. Discussion included as to how money would be divvied up; population vs. mileage. Hass/Manthei unanimous to support as a Township with Sherper bringing a Resolution to December meeting.

Doebler/Manthei unanimous to adjourn meeting at 9:02 pm.

Approved this 23rd day of December 2013

Chairman or Vice Chairman

Clerk/Treasurer or Deputy Clerk/Treasurer