



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
NOVEMBER 27, 2017

Supervisors present: Hass, Doeblner, Hiller, Maloney & 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: Doeblner/Pool unanimous to approve the Regular Meeting Agenda with the following addition requested by Chairman Hass: add item 2.3 Discuss Annual Clean-up Dates.

1.3 Approve Consent Agenda: Maloney/Hiller unanimous to approve Consent Agenda as follows: **Item A)** October 23, 2017 Regular Board Meeting Minutes; **ITEM B)** Designate Location – Town Hall for absentee voting for the March 2018 Town Election.

1.5 Fire Report: Fire Chief Maloney provided October calls for service: 2 medical assist, 1 gas leak, 3 motor vehicle personal injury accident, 4 carbon monoxide, 2 fire alarm, 1 vehicle fire, 1 residential house fire (Livonia) 1 fire mutual aid (Elk River). Chief Maloney reminded the Board that the Dictionary Project presentation is tomorrow at Westwood Elementary at 8:45 am. Chief Maloney reported that the department conducted cold water rescue training on Lake Fremont; the Neighbors Helping Neighbors program has begun. Board Chairman Hass commended the Fire Department for the honor guard presentation at Vernon Frederick's recent funeral.

1.6 Engineering Update: No update

1.7 Road Report – Maintenance Coordinator Berghuis reported: 6 deer/butchered deer remains were removed from roads and ditches this month; mowing of ditches has included the east and west roads of Lake Fremont; truck #35 had the fuel tank replaced due to rusting. Chairman Hass requested that when the minimum maintenance road dries out enough to accommodate vehicles, that the gates are re-opened, especially for weekends. The gates can then be closed again depending on the snow situation and/or stability of the road.

1.8 Planning Commission Report – Spencer provided the report: The PAC met November 16, 2017 and recommended the following items for approval by the County Board of Commissioners at their next scheduled meeting: request for residential preliminary standard plat of Pine Crest Estates – Livonia Township. Request for a residential final standard plat of North Country Acres – Baldwin Township.

1.4 Sheriff's Report: Sgt. Wilson reported there were 248 calls for service in November; the calls included 57 traffic stops, and 29 security checks. The remainder of the calls were for various reasons. Sgt. Wilson also reported that he made contact with the owner of the vehicle that is parked partially on 98th Street. The owner is moving by the end of the month, and will make sure it is off of the road in the event of snowfall before he moves out. There were no other issues or concerns for Livonia Township. Hass commented that a resident on 112th Street informed him that he was happy to see a squad car periodically on the road monitoring the speed of vehicles. Hiller asked if the Sheriff's Department has any input on the flashing yellow arrow turn signal at the intersection of Hwy 169 and CR4. The flashing yellow arrow option is only on occasionally, and he would like to see them on more. Wilson and Hammre to check into the concern. Hass brought up the concern of snow packing in the traffic signal canisters on County Road 4 and County Road 45. Hass asked if the Sheriff's Department can document when snow does obstruct the signal. Wilson and Hammre to check into the concern.

1.9 Presentation of Leroy's Legacy Award: Mike Brubaker, Executive Director of Sherburne History Center, presented the Leroy's Legacy Award to this year's recipients. The purpose of the Leroy's Legacy Award is to recognize Livonia Township individuals who contribute significantly to the community outside of their daily job or occupation. This year the award goes to Tom and Lori McChesney. The McChesneys have been active in their church, St John's Lutheran Church, and helped to build and install the cross on the church. They are also contributors to Neighbors Helping Neighbors, the food shelf Passing the Bread project, and have donated space in their building for Passing the Bread. The



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McChesneys have also created an Industrial Arts scholarship at Zimmerman High School. Tom serves as a Board Member at the Elk River Golf Course and Lori serves on the Board of Directors for the Sherburne County Area United Way.

2.1 Variance Request: Justin and Alysha Hooker present to request a 24' Variance from the right of way of 98th St and a Variance to the shoreland impervious surface 25% maximum coverage for an addition to the house. Documents were received from Sherburne County Zoning and reviewed by the Town Board. Discussion included the fact that the addition to the house will not be any closer to 98th Street than the existing house. The addition will be off of the back of the house, however it will still fall into the road setback area because the house is non-conforming for setback. All of the homes in the vicinity are non-conforming with regard to the road setback. The addition will also be similar to the current house footprint as it will largely be in the location of the existing deck. The Hookers were asked to describe the topography of the lot with regard to water run-off, which they replied is relatively level. They also explained that they have gutters on the house and will install gutters on the addition, directing the water to the garden in the back yard. Hass/Doebler unanimous to recommend approval for the two variance requests put forth by Justin and Alysha Hooker. Comments included: the addition is no closer to the road than the existing house; the footprint of the house is not changing by much, gutters will be installed on the roof of the addition to direct water to the back yard; the change to impervious surface will be minimal as the addition will be in the same place as the existing deck..

2.2 Second Driveway Request: Ed Davis present to request a second driveway access to his property on 111th Street. Davis explained that he would like to construct an accessory building behind his home for storage. He would like the requested driveway to the accessory building on the south side of his property and to the south of his existing driveway. Discussion followed concerning the regulation of one driveway per lot, and that exceptions are for lots where accessing a building are not possible due to physical limitations of the lot. Davis and the Board agreed that widening the existing driveway would allow access to the accessory building without requiring a second driveway. Davis would be required to extend the culvert and follow the driveway access specifications when widening the existing driveway. A Driveway Permit will need to be applied for before construction can begin. Hass/Hiller unanimous to allow Davis to widen his existing driveway by up to 12', and will also require that the widened driveway will be a hard surface to match the original, or in concrete as Davis indicated he will be installing on the entire driveway next year.

3. Open Forum: Supervisor Maloney stepped down from the Board table to address the Board in the capacity of a Livonia Township resident. Maloney asked the Board for direction on his property 30-003-4100 which he would like to begin developing. Maloney provided a map of the property with his ideas of how he would like to configure the lots. He would eventually like to have 272nd Ave bisect the northern portion of the property, and have the four 5 acre lots on the south side of the property have access to 112th street. The reason given for this configuration is to minimize interior roads, which minimizes development cost and eventual Township maintenance cost when the roads are accepted. Hass directed Hammre to request an opinion from the Township Engineer.

4.1 Clerk Treasurers Report: Hammre reported items of interest during the past month include: Susan Labelle called to thank Livonia Township for the curve signs by her house; flowers sent to Funeral Home for Eric Leonard on behalf of the Board; Lisa Fobbe will attend the December meeting and would like to know if the Board would like any of the Sherburne County staff to also attend; Randy Barney from RB's Computer came to discuss and renew our computer protection plan. Hass/Hiller unanimous to go ahead with the new computer monitoring contract; Hammre attended the Geologic Workshop part B on October 26th; Fiedler and Hammre will be attending training on December 5th

4.2 Approve payment of claims and transfer funds: Hass/Hiller unanimous to approve payment of claims, including payroll, as submitted, and to transfer \$165,000.00 from savings to checking to cover claim numbers 8253-8289, check numbers 18036-18058 and 18071 - 18092 and Electronic Fund Transfers (EFT) #218-220 (November) Federal, State, & PERA withholding tax.

2.3 Discuss Annual Clean Up Day Dates: Hammre requested consideration of April 28th, 2018 as the Clean-up day. Vendors are beginning to book the dates for area Clean-up days, some dates have already been booked. Hass/Doebler



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unanimous to have April 28th, 2018 as the first choice for the Livonia Township Annual Clean-up day, and to allow staff to begin securing vendors

4.3 Supervisor Reports: Hiller – no report; Maloney – no report; Pool – no report. Doebler – Park Board report: benches were installed at Sugarbush Preserve, donated by the family of Don and Shelley Sherper. One bench at the trail entrance is engraved “In Memory of Don Sherper” and the other bench, located midway on the crushed granite trail, is engraved “In Honor of Shelley Sherper:”. Two Little Free Libraries were also donated with plaques reading “In Loving Memory of Don Sherper”. One was placed at the trail entrance to Sugarbush Preserve and the other was placed by the Town Hall. Discussion followed about placing a camera by the benches for security and to track trail usage. Doebler also discussed plans for the potential trail connection to the GNT; the Sugarbush Luminary event is going to be held on March 3rd, potential for increasing the Township Facebook presence by using the Facebook paid advertising option. Hass/Hiller unanimous to allow \$50 for Facebook paid advertising. Hass – the new Sugarbush Preserve driveway and parking lot has been installed. It will be graveled and some trails will be planned in the spring

4.4 Fund Balances: Hammre presented the Board with the October year-to-date Fund Balances. No action needed.

5.1 Updates on D&U Easement Obstructions, Headwalls and Zoning Issues: Tails and Trails – Carson from MNDoT is continuing to look into the water discharge issue. Headwalls and dangerous landscaping -the Township Attorney has been consulted regarding the next steps to take concerning non-compliance to ROW Obstructions and issues. Discussion about going forward with an Ordinance addressing non-compliance of ROW Obstruction issues. The Board agreed that working with the Township Attorney in drafting an Ordinance is the next step. Lake Fremont minimum maintenance road – Hass directed Berghuis to log when the road is closed and opened and the reason for closure.

5.2 Dictionary Project Reminder – tomorrow at Westwood Elementary at 8:45 am.

Doebler/Hiller unanimous to adjourn the meeting at 8:25 pm

Approved this 18th day of December 2017.

Chairman or Vice Chairman

Clerk/Treasurer or Deputy Clerk/Treasurer