



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
NOVEMBER 28, 2016

Supervisors present: Doeblner, Hass, Hiller, Maloney & Pool.

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

Others Present: Jon Bogart, PE Bogart, Pederson & Associates

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. Maloney/Hiller unanimous to approve the Regular Meeting Agenda.

1.3 Approve Consent Agenda: Doeblner/Maloney unanimous to approve Consent Agenda as follows: **Item A)** October 24, 2016 Regular Board Meeting Minutes; **Item B)** Designate Location – Town Hall, for absentee voting for the March 2017 Election.

1.4 Sheriff's Report: Sgt. Wilson reported there were 169 calls for service in October; the calls included 66 traffic stops, 10 alarm/security and 12 civil complaints. The remainder of the calls were for various reasons. There were no other concerns for Livonia Township. Sgt. Wilson also discussed the guard rail damage on 96th Street.

1.5 Fire Report: Chief Maloney provided October calls for service: 4 motor vehicle personal injury accident, 1 grass fire, 1 outside rubbish fire, 2 fire other (oven, ball-fields electrical light box). Chief Maloney also reported: the Neighbors Helping Neighbors Program is in progress; the traffic signals at the intersection of County Road 4 and Highway 169 are LED bulbs, which are not warm enough to melt snow if it accumulates in front of the lens. This has also been an issue in other locations, including in Elk River. Maloney has contacted MNDOT about the issue; MNDOT explained that Sherburne County is in control of the bulbs in the traffic signals and there are solutions to the issue if Sherburne County chooses to act on it. Solutions include incandescent bulbs or LED bulbs with a heater to melt snow, particularly on the red lens. The issue will be discussed at the next Zimmerman/Livonia Fire Board Meeting; the City of Zimmerman is interested in the American Red Cross Smoke Detector Replacement Program, Maloney asked if Livonia Township would also like to participate in this free program. All smoke detectors are provided as well as volunteers to install up to 3 per house. There will be an informational meeting, Hammre directed to attend for more information.

1.6 Engineering Updates: 112th St Phase 2 – Bogart will meet with Sherburne County tomorrow to close the contract. The project cost will be at or below the original bid. Some discussion about the contractor not stripping the road with skip stripes. Bogart explained that this is something the contractor normally does. For this project the contractor did not do the stripping. Temporary stripes were painted by Livonia maintenance, permanent stripping will be done after the second lift of bituminous is applied. 239th Ave – the plan is in progress. 112th St Phase 3 – the resident's meeting was held right before this meeting, temporary construction easements are being sought from several landowners.

1.7 Orrock Township Road Agreement Review: Charlie Gotzian, Orrock Supervisor and Brenda Kimberly-Maas, Orrock Clerk, present to review and discuss the Livonia/Orrock Road Agreement. The Agreement details the trading of plowing and maintenance responsibilities of several roads within the Townships. The purpose of the agreement is to make snow plowing and maintenance more cost effective for each Township. Orrock Township has a new development and development road adjoining one of the agreement roads. There was discussion about potential changes in the Agreement concerning the addition. Maintenance Coordinator Berghuis stated that adding the new development road to the road Livonia Township is already plowing would be preferable to ending the agreement and then having a plow truck travel to the road that Orrock Township plows as that road is a distance away from any other Livonia Township road. Orrock Township will confer with their attorney concerning the road contract they have with the developer and send the information to Livonia Township. The issue will be revisited at a later date.

1.8 Road Report – Maintenance Coordinator Berghuis reported: All Baldwin Township roads have been graded again this fall in preparation for the winter season; the culvert ends have been installed on the unfinished culvert in Eagle Creek Estates; there was a wash out in the West Hunter Lake area – it has been repaired; road closed signs have been installed at the end of the pavement on 273rd Ave at the Township border; the red 1-ton had an axle break, which also damaged



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the wire harness on the transmission. The damage and tow was covered by the vehicle warranty. Berghuis also mentioned that Baldwin Township's tractor and boom mower are here for storage. Baldwin is considering selling the unit.

1.9 Planning Commission Report – Spencer: The PAC met on November 17, 2016. The request for an Interim Use Permit for the placement of 18 electrical poles for interconnection of a 5 megawatt solar garden was withdrawn – Big Lake Township. The PAC recommended the following item for approval by the County Board of Commissioners: Request for a Conditional Use Permit for personal storage structure – Blue Hill Township; Request for an Interim Use Permit for a business selling vehicles, boats or farm equipment – Big Lake Township.

2.1 Second Driveway Access Request: Cody Edwards, 27284 143rd Street, present to request a second driveway access to his property for a future accessory building. Edwards explained that he would like the second driveway to access his property on 273rd Ave which borders the north side of his lot. Just past where the potential driveway would be located is where the road ends. No other homes or driveways are on this section of 273rd. Discussion concerning the option of accessing the future building from the existing driveway. Edwards explained that it would be a very long driveway and it would go through the yard which has a sprinkler system installed. Discussion about the nature of the accessory building, Edwards clarified that the building will meet Sherburne County Zoning standards for height and area. He also pointed out on the aerial view that his property has trees that would screen it from view of any neighbors. Pool/Doebler unanimous to approve a second driveway access as requested.

2.2 Request for IUP: Yuraj Besmalinovic present to request an IUP for a Home Business in an Accessory Building (commercial kitchen for baking goods and catering). Mr. Besmalinovic described the business and commercial kitchen that they would like to build in an existing accessory building at their residence. They would initially have one full time employee outside of family members with the potential to increase the number of full time employees besides family members to three. If the business grew beyond that, they would move to a store front to expand the business. The days of business would be Wednesday through Saturday. The nature of the business is to produce baked goods and ethnic foods for catering and off site markets. Hass/Pool unanimous to approve the IUP for a Home Business in an Accessory Building (Commercial Kitchen for baking goods and Catering). Town Board Comments include: the Township encourages small businesses; the Town Board would recommend a limit on the number of full time employees besides family members to three full time employees.

2.3 Driveway Permit 13-20 Update: Hammre reported that Driveway Permit #13-20 was completed by Livonia Township maintenance when culvert ends were installed. The funds came from the original driveway permit deposit as previously discussed.

2.4 Driveway Permit 15-13: Hammre reported that MAT attorney Ruth Simpson clarified the steps to be taken to bring the driveway and culvert to compliance. Hass will talk to homeowner to inform them of the non-compliant driveway and culvert.

2.5 Parking in ROW Complaint: Hass reported that he spoke to the owner of the vehicles in the ROW. Berghuis to inform the Board if the ROW obstruction impacts snow plowing.

3. Open Forum: No one was present for Open Forum

4.1 Clerk Treasurers Report: Hammre reported items of interest during the past month include: the ballot counters worked very well for the General Election; Hammre attended the MAT Annual Conference with Butch and Gary.

4.2 Approve payment of claims and transfer funds: Hass/Doebler unanimous to approve payment of claims, including payroll, as submitted and to transfer \$141,500.00 from savings to checking to cover claim numbers 7852–7879, check numbers 17536-17592 and Electronic Fund Transfers (EFT) #178-180 (November) Federal, State & PERA withholding tax.

4.3 Fund Balances: Board was presented with the October year-to-date Fund balances. No action needed.

4.4 Supervisor Reports: Pool – no report; Hiller – no report; Maloney – attended the small business meeting at the Oak Savannah Learning Center. Minnesota First Start was discussed - this is an organization that helps small businesses to



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stream-line the process of starting a new business. Also discussed was damage to the St Cloud Library from the arson fire in August; **Doebler** – reported on the MAT Annual Meeting attended by Doebler, Hass and Hammre. Topics included Broadband need around the state, some rural and low population density areas that have been successful in providing Broadband, lack of Broadband impact on home values, need in schools, businesses, etc. as well as student needs to have Broadband at home to complete homework assignments. The presenters stressed the recommendation on partnering with neighboring communities and local business and organizations to bring into the area; **Hass** – also reported on the MAT Annual Meeting, discussed the importance of a community wide effort to bring in Broadband, and the cost of laying fiber optic cable. Hass stated that after the Holidays, there are several community members that will meet to discuss options.

5.1 The Woods @ Lake Fremont 2nd Resolution: Resolution 16-15 - Authorizing the Collection of Snowplowing Costs within Woods @ Lake Fremont Second Addition presented for Board approval. Doebler/Hass unanimous to approve.

5.2 96th Street Guard Rail Damage: the guard rail has been replaced/repared. The guard rail was damaged when a vehicle struck it on November 2, 2016. The guardrail was repaired by H & R Construction Co., the cost to repair was \$4,375. A claim was filed with the driver's insurance company.

5.3 LBAE Training: training is available online until February 1, 2017. We currently have no trained Supervisors.

5.4 General Election Statistics: the Township had a total of 3,362 voters; P1 had 1,286, P2 had 2,014 and P3 had 62. Of these voters, 560 voted early/absentee, which was 16.66% of total voters. There were 398 new registrants.

5.5 Dictionary Project: The Dictionaries for the Dictionary Project have been ordered. The Zimmerman/Livonia Fire Relief Association is providing the funds to purchase the Dictionaries. They will be passed out to all 3rd grade students at Westwood Elementary School when a date convenient to school staff and students can be determined.

5.6. 252nd Ave ROW Obstruction Update: all obstructions have been removed from the Right of Way.

Maloney/Pool unanimous to adjourn the meeting at 8:20 pm.

Approved this 19th day of December 2016.

Chairman or Vice Chairman

Clerk/Treasurer or Deputy Clerk/Treasurer