



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
DECEMBER 17, 2018

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

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

Chairman Hass called the meeting to order at 7:01 pm.

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

1.2 Approve Regular Meeting Agenda: Pool/Hiller unanimous to approve the Regular Meeting Agenda with the following changes: add item 1.9 Open Meeting Law review; omit item 5.9.

1.3 Approve Consent Agenda: Hass/Maloney unanimous to approve Consent Agenda as follows: **Item A)** November 26, 2018 Regular Meeting Minutes; **Item B)** November 30, 2018 Workshop Meeting Minutes.

1.4 Sheriff's Report: Sgt. Novotny reported there were 225 calls for service in November; the calls included 79 traffic stops. There were no other concerns for Livonia Township. Pool asked Novotny if there was an increase in gas or other thefts in the area, one of his properties had theft and property damage. Novotny indicated that there has not been an increase.

1.5 Fire Report: Fire Chief Maloney provided November calls for service: 8 medical assists, 2 gas leak, 2 motor vehicle personal injury accident, 2 carbon monoxide, 2 fire alarm, 1 grass fire, 1 outside rubbish fire and 1 residential garage – Isanti. Maloney also reported on the successful Dictionary Project distribution to the Westwood Elementary Third Graders, thanking all who participated. Hass asked if the Fire Department has been successful in collecting reimbursement for fire calls from insurance companies. Maloney replied that the claims are often not successful, but he is considering contracting with a billing agency to attempt to collect funds to help cover the cost of fire service in certain situations.

1.6 Engineering Updates: no report

1.7 Road Report: moved to a later position on the Agenda.

1.8 Planning Commission Report: no report – the Planning Commission is scheduled for December 18, 2018.

1.9 Open Meeting Law Review: Doebler acknowledged and thanked those who worked hard on installing several trails at North Point Park and Sugarbush Preserve. He then reviewed Open Meeting Law with the Board and assembly, including the importance of posting all meetings legally defined as when a quorum of Supervisors are discussing, making decisions or working for the Township, as required by law. There was some discussion about what constitutes a meeting, including a serial meeting done in person, by phone, or by email. Also discussed was the Minnesota State law that requires the posting of a meeting 3 days prior to the meeting so that any interested person may attend the meeting. Additional discussion included the issue that the Park Board is not always informed of or allowed to give input on Township Park issues as outlined in Resolution 2000-02. Also discussed was the strategy to have some park funds available for park acquisition if an opportunity were to come up that would be a beneficial addition to the Livonia Park and Trail system. Discussion then followed about the need for trail crossing signage on 239th Ave now that the trail has been roughed in. Hiller/Doebler unanimous to approve the purchase of signage marking the trail crossing over 239th Ave.

1.7 Road Report: Maintenance Coordinator Berghuis reported that the Maintenance Team has plowed the Township one time; two trees were removed from Township roads; they have been working on the new trails in the parks; and there are two quotes for a utility vehicle. Maloney/Doebler unanimous to approve the purchase of a Polaris 900 XP Ranger.

2.1 Neutgens Dirt in ROW 112th St: no contact was made with the property owner, no action.

2.2 Developer's Agreement Final Approval: Hass/Hiller unanimous to approve the Developer's Agreement Amendment as presented.



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2.3 MPCA Salt Usage: Discussion about the recommendation of MPCA on limiting salt usage to protect Minnesota surface and groundwater contamination. Salt cannot effectively be removed from surface or ground water, all individuals and entities are encouraged to use salt sparingly when possible. Berghuis directed to keep this in mind when the Maintenance Team is treating Township roads.

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

4.1 Clerk/Treasurer Report – Items of interest during the past month include: the office is wrapping up 2018 accounting year in preparation for the yearly audit; starting Annual Meeting and Election preparation; working on 2019 commitments and obligations.

4.2 Approve payment of claims and transfer funds: Hiller/Doebler unanimous to approve payment of claims, including payroll, as submitted and to transfer \$43,000.00 from savings to checking to cover claim numbers 8642–8676, check numbers 18610–18676, and Electronic Fund Transfers (EFT) #261–263 (December) Federal, State and PERA withholding tax and payment of claims and transfer of funds for claims received through the end of December.

4.3 Supervisor Reports: Pool – report given on the ISD 728 Community Meeting. Pool reported that it was a positive meeting well represented by the Livonia Zimmerman area. There will be another meeting scheduled sometime in January; **Hiller** – no report; **Maloney** – no report; **Doebler** – requested that the 2010 Comprehensive Plan is emailed to each Supervisor to review. This plan has a lot of information on Township roads and the plan the Township adopted to maintain roads within the Township. Discussion followed about the mixed opinions of 239th Ave and how to address safety when reconstructing a road based on road standards as well as usage and the presence of pedestrians and trails. The option of a Rustic Road classification was also discussed. **Hass** – no report.

5.1 Windstream Broadband Discussion: Hammre reported that Michelle Benson, R, Minnesota Senate, Kurt Daught, R, Minnesota House of Representatives, Tom Emmer, R, US House of Representatives, and 4 high officials of Windstream (local phone and internet provider) were all sent a letter concerning Broadband issues in our area with a request to reply with solutions. The only reply was from Windstream, John Scheel, Manager of Operations for Windstream. Scheel spent a considerable amount of time explaining the recent updates that Windstream has installed to bring the Windstream community faster Broadband internet. Scheel also offered to meet with the Board, when it is convenient for the Board, with coverage maps, information on Broadband, and the efforts Windstream is making. Windstream Engineer Saddler would also be able to attend to answer technical questions. Hass indicated that he would like Windstream to attend a meeting with other area representatives, time and location to be determined at a future time.

5.2 Appoint Township Representative to the Joint Powers Fire Board – 2 year term: Hass/Pool unanimous (Doebler abstained) to appoint Doebler to the Joint Powers fire Board for the 2019 – 2020 two year term.

5.3 Dictionary Project Update: The Dictionary Project distribution went well. Thankyou cards from the 3rd grade classrooms are displayed on the table in the Town Hall.

5.4 Nuisance Ordinance: Hass/Maloney unanimous to adopt the Nuisance Ordinance Amendment as presented.

5.5 Luminary Event Date: the Annual Luminary Event will be held at Sugarbush Preserve on February 23rd, 2019 from 6:00 pm to 8:00 pm.

5.6 Designate Polling Place Resolution: Resolution 18-16 Designating Annual Polling Place to satisfy MN Stat. §204B.45 and MS §2015A11 to designate polling places each year. Passed unanimously by roll call.

5.7 Set Time and Date for Budget Workshop Meeting and Board of Audit: Date set for January 14, 2019 at 6:30 pm. Related to the Budget, discussion then followed about increasing the Construction Deposit required for a Driveway Permit. Fiedler explained the difficulty in completing the driveway process with a final inspection and subsequent refund because the builder/contractors often do not finish a driveway or notify the Town Hall office that a driveway is ready to inspect. An increase in the required Construction Deposit, refunded after completion, was suggested to go from \$500 to \$1000. Also suggested was a strict adherence to the agreed upon terms that the deposit is forfeited after one year unless the permit is extended or renewed by the request of the applicant. This item to be presented at the January Meeting for approval.



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5.8 LBAE Date: The Board agreed to the suggested LBAE Meeting to be held on April 22, 2019 at 6:00 pm at the Livonia Town Hall.

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

Approved this 28th day of January 2019.

Chairman or Vice Chairman

Clerk/Treasurer or Deputy Clerk/Treasurer