



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
DECEMBER 19, 2016

Supervisors present: Doeblor, 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/Doeblor unanimous to approve the Regular Meeting Agenda with the change to move item 1.7 Engineering Updates to later in the meeting to accommodate Jon Bogart, Livonia Engineer, who has another meeting and will come to the Livonia Town Board Meeting as soon as he can.

1.3 Approve Consent Agenda: Doeblor/Hiller unanimous to approve Consent Agenda as follows: **Item A)** November 28, 2016 Regular Board Meeting Minutes; **Item B)** 2017 IRS Mileage Rate.

1.4 Sheriff's Report: Sgt. Wilson reported there were 181 calls for service in November; the calls included 42 traffic stops and 10 car/deer accidents. The remainder of the calls were for various reasons. Sgt. Wilson discussed the guard rail damaged by a driver in November and provided some additional information. Sgt. Wilson also mentioned that there is a lot of snowmobile activity now, complaints should be called in to dispatch. There were no other concerns for Livonia Township.

1.5 Fire Report: Chief Maloney provided November calls for service: 2 medical assist, 5 motor vehicle personal injury accident, 1 carbon monoxide, 5 fire alarm, 1 residential house fire, 3 mutual aid (one BL, two ER). Chief Maloney also reported: He and Hammre handed out The Dictionary Project Dictionaries to all of the 3rd grade students at Westwood Elementary. The students were very appreciative; the Neighbors Helping Neighbors Program served 60 families, the number of families in need has dropped over the last few years; the meeting with the Red Cross about the free smoke detector program has not yet been scheduled; a solution for the LED traffic light issue with snow obstructing the lens at the intersection of County Road 4 and Highway 169 is being pursued. Responsibility for the lights has not yet been determined. Hammre to send a letter of support to Sherburne County Public Works and MNDOT to communicate the concern of the Livonia Town Board.

1.6 Presentation of LeRoy's Legacy Award – Mike Brubaker, Executive Director of Sherburne History Center, presented the LeRoy's Legacy Award to two Livonia Township residents. The purpose of the LeRoy's Legacy Award is to recognize Township individuals for their service to the community and random acts of kindness. The first recipient was Harold Gramstad. Brubaker thanked Harold for his service to the community including hosting a neighborhood Christmas Party, membership in the Lions Club and Chamber of Commerce, and the offer of donated land to the City of Zimmerman. Brubaker then presented the Leroy Legacy Award to Geri Halgrimson. Brubaker thanked Geri for her numerous volunteer activities including donating Christmas baskets, making meals monthly for the residents of Pine Tree Manor, Lefse making for the Sterling Pointe residents, and always stepping in where there is a need. Both recipients were awarded a plaque.

1.8 Road Report – Maintenance Coordinator Berghuis reported: snowplowing has begun; the turbo charger on truck #41 failed, it has been replaced and the truck is again operational; some floor maintenance has been done in the hall. Hass reminded Berghuis that when the minimum maintenance road needs to be closed he needs to inform Sherburne County Dispatch and Zimmerman/Livonia Fire; Pool mentioned a road that needed the snow pushed to the edges – Berghuis had already taken care of it.

1.9 Planning Commission Report – Spencer: The PAC Public Hearing scheduled for December 15, 2016 was cancelled for lack of agenda items. The next PAC Public Hearing is scheduled for January 19, 2017.

2.1 Request for Driveway Placement: Frank Carlson present to request driveway access onto 247th Ave for lot PID #30-543-0110. Carlson explained that after receiving a driveway permit from Livonia Township onto 247th Ave and



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submitting a building permit request to Sherburne County Zoning, Zoning found a requirement in the original plat for this particular lot to have access onto 117th Street only. Carlson explained that he has already had the site surveyed and cleared the site for his client's home. Hammre previously spoke to Waytashek, Sherburne County Zoning, who indicated that the County had no reason to limit the access to 117th St. It would be a Township decision. Hammre also spoke to MNDOT about the lot; the plat and lot adjoin Highway 169 and needed review by MNDOT before approval. MNDOT had no limits on the driveway as long as it did not use the Highway ROW or affect drainage that would impact the Highway. Discussion followed about the placement of the driveway in relation to Highway 169 and the neighboring driveways. The Board explained that a second driveway onto 117th St would not be permitted in the future – any accessory buildings would need to be accessed from the original driveway. Carlson understood and agreed to this requirement. Hass/Doebler unanimous to allow the driveway for PID #30-543-0110 onto 247th Ave with the understanding that any future request for a second driveway on the property would be denied.

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: Jody attended the City Hall Community Meeting on November 30th and City Hall Meeting on December 8th concerning the possibility of ISD 728 purchase of a property in the city; there have been several burials and lot purchases in the Livonia Cemetery this fall; we have started the year end accounting process and compilation of information for the annual audit which will be starting soon.

4.2 Approve payment of claims and transfer funds: Hass/Hiller unanimous to approve payment of claims through 12/31/16, including payroll, as submitted and to transfer \$22,000.00 from savings to checking to cover claim numbers 7881–7900, check numbers 17593-17623 and Electronic Fund Transfers (EFT) #181-183 (December) Federal, State & PERA withholding tax.

4.3 Supervisor Reports: **Hiller** – no report; **Maloney** – discussed the Great Northern Trail and possible connection to Sugarbush Preserve. Doebler clarified possible trail connections and the difficulties with wetland to cross and the expense of boardwalk. Easements would also need to be obtained. The Township will need to take a phased approach to accomplish the trails, connections, picnic shelter and restroom. Doebler will revise the sketch plans for trails in the Sugarbush North addition. Maloney requested information on Grant opportunities; **Pool** – a resident contacted him about a tree down, he relayed the information to Berghuis, the tree was removed from the road; **Doebler** – there is a tax-forfeited lot that may be of interest for the Township Park/trail system. It will be on next year's list of tax forfeited lots in the Township; **Hass** – there will be a discussion at Wednesday's Fire Board meeting about property acquisition.

5.1 Fire District Recommendation – Hass reported on the Fire Board Meeting that addressed the proposed purchase of land for a new Zimmerman/Livonia Fire Station in the City of Zimmerman. The funding sources were clarified as a combination of donated funds from the Fire Relief Association and Fire Department funds. Hass/Doebler unanimous to allow the Fire District to pursue the purchase of property with donated Fire Relief Association funds and Fire Department funds.

5.2 96th Street Guard Rail Damage Update: Hammre reported that the claim has been filed with Esurance, the driver's insurance company. Esurance is still waiting for their client to answer their requests to contact.

5.3 LBAE Training: Maloney has completed his training, Hass has enrolled and will complete soon.

5.4 Appoint Township Representative Joint Powers Fire board – 2 year term – Hass nominated Supervisor Doebler, there were no other nominations. Hass/Maloney unanimous, Doebler abstained, to appoint Supervisor Doebler to serve as Township Representative to the Zimmerman Livonia Fire District Joint Powers Board for a two year term, from January 1, 2017 to December 31, 2018

5.5 Dictionary Project: The Dictionaries for the Dictionary Project were distributed by Fire Chief Maloney and Clerk/Treasurer Hammre to the third graders at West Wood Elementary School. The students were very appreciative.

5.6. Set Date/time for Budget Workshop Meeting and Board of Audit – meeting date set for February 15th at 7:00 pm.

5.7 Set Date/time for Cleanup Day – first choice April 29, second choice April 22 pending vendor availability.



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5.8 Set Date for Local Board of Appeal & Equalization – Date set for April 24, 2017 at 6:00 pm.

5.9 Resolution to Transfer Funds from Driveway Escrow Account to Road and Bridge Account – Hiller/Doebler unanimous to adopt Resolution 16-16 Authorizing the Collection of Driveway/Culvert Completion Costs and to Transfer Remaining Driveway Construction Deposit Escrow Funds from Escrow Fund 210-22001 to Road and Bridge Fund 210-43100-200.

1.6 Engineering Updates: 112th St Phase 3 – Temporary Construction Easements are being sought from several more adjacent land owners. Gerlach Tree Farms is disputing the location of the road despite the road being in this location for over a century. Bogart has discussed the recorded road order that pertains to this road with Gerlach’s attorney. Bogart met Berghuis on the road when they were plowing the last snow fall to record the distance the snow was thrown to determine the limits of the Right of Way for snow storage. Hass/Doebler unanimous to approve changes to the road construction plan to eliminate the need for a Temporary Construction Easement from Gerlach, which may involve a road with a guard rail and poor sight lines. Bogart stated that this could result in reduced speed limits for safety and add to the cost of the road project. **239th Ave** – no update at this time.

Pool/Doebler unanimous to adjourn the meeting at 9:10 pm.

Approved this 23rd day of January 2017.

Chairman or Vice Chairman

Clerk/Treasurer or Deputy Clerk/Treasurer