



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES  
HELD AT THE LIVONIA TOWNSHIP HALL  
FEBRUARY 24, 2020

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

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

**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:** Kuker/Hiller unanimous to approve the Regular Meeting Agenda with the following additions: Item 1.55 ER Landfill – Mike Niewind; Item 1.9 Park Committee.

**1.3 Approve Consent Agenda:** Pool/Hiller unanimous to approve Consent Agenda as follows: Item A) January 27, 2020 Regular Meeting Minutes; Item B) January 21, 2020 Workshop Meeting Minutes (dates corrected); Item C) January 21, 2020 Workshop Meeting Minutes (dates corrected); Item D) February 13, 2020 Attorney/Client Meeting.

**1.4 Fire Report:** Chief Maloney provided January calls for service: 8 medical assist, 3 gas leak, 3 motor vehicle personal injury accident, 1 motor vehicle accident W/O injury, 3 fire alarm, 2 person in distress – lift assist, 1 good intent (fire from chimney), 1 residential house (chimney). Maloney also reported that the ISO audit was completed, and the annual audit was completed. The Zimmerman/Livonia Fire Department also assisted in the large Becker fire, on site for 24 hours along with many other fire departments; the Fire District is still meeting with the architect about the new fire station.

**1.5 Sheriff's Report:** Sgt. Wilson provided the Sheriff's report: there were 156 calls for service in January in Livonia Township, including 39 traffic stops and 6 motor vehicle accidents. The rest were miscellaneous calls for service. Sgt. Wilson asked about the progress of securing an animal control officer. Hammre reported that a service has been found and the contract will be signed tonight pending approval by the Board. Hammre will contact Wilson in the next week.

**1.55 ER Landfill:** Mike Niewind present to introduce himself and give the assembly an update on the Elk River Landfill and future plans for the landfill site.

**1.6 Engineering Update:** Engineer Anderson delayed for another meeting; his report was taken later in the meeting.

**1.7 Road Report:** Maintenance Coordinator Berghuis reported: the post pounder trailer has been painted, work at North Point Park is almost complete, the oldest plow truck, the Sterling, will be sold by a local truck dealer rather than traded in due to very low trade in quote versus expected sale price, many cul-de-sacs have been widened, the furnace gas line in the small shop was leaking (the fire department responded). Also discussed was a heavy garbage can for North Point Park. Pool offered one he has on hand. Berghuis also reported that there are still some overhanging branches in the ROW on 239<sup>th</sup> Ave, he would like to trim them back. Hass asked if the bio-log footage for North Point Park has been determined, Berghuis replied that Kelly measured it earlier in the day. Hass asked Berghuis to work on the newly installed trails at Sugarbush Park when he can.

**1.8 Planning Commission Report:** Spencer reported that the Sherburne County Advisory Commission met on Thursday, February 20, 2020 to consider the following items for approval by the Sherburne County Board of Commissioner's at their next scheduled regular Board meeting: Request to amend existing IUP #59363, Document #864080 to extend end date to December 31, 2025 for mining gravel at the Stommes Pit in Big Lake Township; Request for residential preliminary and final simple plat of Munter Addition in Blue Hill Township; Request for an Interim Use Permit for a 2 MW solar farm in Clear Lake Township.

**1.9 Park Committee Report:** Hiller reported that on February 12, 2020 Ryan Carlson filed a complaint about work being done in North Point Park with Sherburne County Zoning, Sherburne County Soil and Water Conservation District, and MN DNR. Berghuis and Kelly were working in North Point Park removing trees and branches that had blown down on the trail. Zach Guttormson, Sherburne County Water Environmental Specialist and Miranda Wagner, SCSWCD District Technician, visited the site in response to the complaint. No issues of concern were observed – the work was being done



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well away from the wetlands and no wetland disturbance or problems were observed. There will be a follow up site visit in the spring to look at the wetland area. The Township will be installing bio logs before snow melt along the wetland shore to ensure that there is no runoff into the wetland.

**2.1 Girl Scout Dog Park:** Girl Scouts from Troop 14720 spoke to the Board about their Silver Award Project. They reported that they have secured a donation for installation and materials at cost from a local fencing company. Donor signage was discussed, placement of the dog park, and the shape of the enclosed area. Also discussed was the replacement of donor signs in the future as they wear out. Hass/Pool unanimous to allow donor signage up to 3' X 5' and allow the donors to use their company logo in their colors.

**2.2 HWY PUD Minnesota Propane:** Roger Leider, Executive Director of Minnesota Propane Safety Council, was present to discuss the Hwy PUD application. Mr. Leider explained that Minnesota Propane is in the process of purchasing the property at 12475 273<sup>rd</sup> Ave Zimmerman, the Fresh Waters Church site, for use as a safety training site for employees and community responders, and as a promotion center. He also indicated that Minnesota Propane plans to continue to allow community use of the building. He further explained that there will be several employees working in the offices of the building with the potential of additional employment. Discussion followed including alterations of the building, type of training taking place, and if it is a taxable entity. Maloney/Pool unanimous to recommend for approval as presented. Comments include: the purpose is good for the community; there will be an opportunity for potential jobs; it is better for the building to be used; lighting will not change at this time.

**3.0 Open Forum:** Tim and Debra Almen present to reintroduce themselves to the Board and to inform them that they are again pursuing permitting for an event barn on their property.

**4.1 Clerk/Treasurer Report:** Items of interest during the past month include: election preparations for PNP and Township Election continue; Kellie and Jody attended PNP training at Sherburne County Government Center; preparing for annual meeting; continuing yearly audit and end of year work.

**4.2 Approve payment of claims and transfer funds:** Hass/Hiller unanimous to approve payment of claims, including payroll, as submitted and to transfer \$54,000.00 from savings to checking to cover claim numbers 9115–9141, check numbers 19208-19250, and Electronic Fund Transfers (EFT) #310-312 (February) Federal, State and PERA withholding tax.

**4.3 Supervisor Reports:** **Hass** – gave an update on the Fire Station, plans were presented for the assembly to look at after the meeting; the Fire District met with a bank on February 21<sup>st</sup> to discuss financing options. The Bank recommended a bond attorney. Hass asked the Board for permission to recommend the bond attorney the bank recommended. Kuker/Maloney unanimous to recommend bond attorney Fryberger for the bond attorney for the Zimmerman/Livonia Fire District. Hass also reported that at an ISD 728 meeting, Superintendent Bittman would like to add a field house on to the Zimmerman Middle – High School with funding from Livonia Township and the City of Zimmerman. Hass and the Zimmerman Mayor will form a committee to explore the possibility. Hass appointed Pool and Kuker to serve on the committee. **Hiller** – no report; **Maloney** – discussed the possibility of building a field house on the fire station property. Maloney/Hass unanimous to hire an architect to draw up preliminary concept plans for a field house, cost of the preliminary concept plan to be shared with the City of Zimmerman up to \$2,500 each. The cost would come out of the Park Fund. Lila Spencer asked who would be responsible for maintenance of a field house. Hass responded that it is too early to make that decision; **Pool** – no report; **Kuker** – no report.

**1.6 Engineering Report:** Engineer Anderson reported the 2020 road project plans are ready, and bids will be opened at the March 23<sup>rd</sup>, 2020 Regular Board Meeting. There is a small section of road in Orrock Township that can be added if the Orrock Township Board is interested. The Livonia Road Committee had not yet contacted Orrock Township, Anderson said that part of the project can be eliminated if Orrock Township is not interested. Hass and Pool will contact Orrock Township. Anderson also discussed the updated Engineering Standards. The Board had no comment on the draft presented last month. Anderson will present the final version at the March 23<sup>rd</sup> Board Meeting for approval. Crack seal and seal coat was discussed – Hass tabled the discussion until after the road bids come in.




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- 5.1 Records Retention:** Hass/Hiller unanimous to approve Resolution 20-03 Resolution Adopting the Minnesota Township's General Records Retention Schedule.
- 5.2 Newsletter:** the newsletter was distributed to the Board. Newsletters were mailed out to the Livonia residents.
- 5.3 Girl Scout Dog Park update:** discussed earlier in the meeting.
- 5.4 MAT Upcoming Training Events:** Spring Short Course agenda was distributed.
- 5.5 Gopher Bounty:** Hass/Maloney unanimous to submit Gopher Bounty Certificate.
- 5.6 Approve Proposed 2020 Levy for Presentation at Annual Meeting:** Hass/Maloney unanimous to approve.
- 5.7 Approve Annual Meeting Agenda:** Hass/Kuker unanimous to approve as presented.
- 5.8 Animal Impound Contract with NMACC:** Hass/Maloney unanimous to accept the contract with NMACC for Livonia Township's animal control needs.
- 5.9 ISD 728 Meeting Report:** discussed earlier in the meeting.

Hass adjourned the meeting at 9:07 pm.

Approved this 23<sup>rd</sup> day of March 2020.

  
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Chairman or Vice Chairman

  
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Clerk/Treasurer or Deputy Clerk/Treasurer