



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES  
HELD AT THE LIVONIA TOWN HALL  
APRIL 24, 2023

Supervisors present: Hass, Kuker, Kluge and Spencer.

Staff present: Clerk/Treasurer Hammre, Deputy Clerk/Treasurer Fiedler, Maintenance Superintendent Kelly, Parks and Cemetery Superintendent Aubart

Others present: Wes Davis, Township Engineer

**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:** Spencer/Hiller unanimous to approve the Regular Meeting Agenda as presented.

**1.3 Approve Consent Agenda:** Hass/Kluge unanimous to approve Consent Agenda Item A) March 27, 2023 Regular Meeting Minutes; B) Employee Compensation Step and COLA Adjustments.

**1.4 Fire Report:** Chief Maloney presented the March Calls for Service as follows: 8 medical assist; 4 motor vehicle personal injury accident; 1 carbon monoxide; 3 fire alarm; 2 person in distress (lift assist); 2 vehicle fire. Maloney also reported there were 16 applications for new fire fighter positions, 12 interviews and 6 positions to be filled.

**1.5 Sheriff's Report:** Sergeant Wilson presented the March Sheriff's Report: There were 263 calls for service including 4 motor vehicle accidents; 18 medicals; 53 traffic stops; 80 security checks and 18 extra patrol requests. Wilson also reported that there were no burglaries or thefts reported for the month. He also said there have been no issues concerning parking by the rental property on Hunter Lake. Hass mentioned an intersection that a resident reported that may need a stop sign. Also discussed was the Lake Fremont minimum maintenance road and that it will be opened when it has dried out enough to handle vehicle traffic. Kelly will inform dispatch when that happens.

**1.6 Engineering Updates:** Engineer Davis reported that the West Hunter Lake project will be starting soon. He will have a Pre-Con meeting on site with contractors, Maintenance, and the Livonia Road Committee. Once the MNDOT road restrictions are lifted, the project can begin. Hass also mentioned a repair/solution to a small area on the Lake Fremont minimum maintenance road that will need to be done to stop erosion. Wes has spoken to the road contractors for ideas and will also consult with the DNR for guidance dealing with the lake.

**1.7 Planning Commission Report:** Representative Hass submitted the following Planning Commission Report: Recommended approval for a farm related business to Carol Zimmerman of 15913 41<sup>st</sup> Street Becker for a small winery on 5 acres in an ag district recommended unanimously.

**1.8 Park Committee:** Kuker not present, no report.

**1.9 Road Report:** Kelly provided the road report for the period March 18, 2023 through April 16, 2023:

**Illegal Dumping:** no action

**Vehicles:**

Chevy 3500 1 Ton Plow Truck - on April 1<sup>st</sup>, the last snowstorm, a resident backed out of their driveway into our truck. We have three repair estimates. Waiting on Accident Report from the Sherburne County Sheriff's Department. The damage is approximately \$8,000 based on three quotes. Hass/Kluge unanimous to have the truck repaired by the company that can get it back to us the fastest.

Truck 44 – dropped off plow pivot point at Brand Mfg. to be rewelded.



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Three-point ditch mower – rebuild completed.  
Truck 40 – removed wing plow and sander. Ready to haul gravel.  
John Deere Tractor – Installed sweeper brush.  
Skid Loader – Sweepster brush needs to be replaced due to obsolete parts.

**Road Maintenance**

**Throughout township:** Sanded and salted roads. Hauled 10 loads from the County. Laid approximately 5 ½ tons of cold patch. Laid 5 tons of hot tar.

261<sup>st</sup>, 273<sup>rd</sup>, 141<sup>st</sup> – Cut downed trees due to high winds.

141<sup>st</sup> – cut trees

253<sup>rd</sup> 273<sup>rd</sup> - Cleaned ditches

**Woodlands Sub-Division:** Opened drains.

**Gravel Roads:** Graded cemetery road twice. Graded 142<sup>nd</sup> Street and 233<sup>rd</sup> Avenue.

**Shop Office**

General Cleaning

**Sand Shed**

Sand in/sand out.

**Town Hall**

Still working with Midco on phone/internet. Should finalize in the next week.

**1.12 Park and Cemetery Report:** Aubart provided the following report: Reporting Period March 25<sup>th</sup>, 2023 to April 21<sup>st</sup>, 2023.

**Parks Maintenance:**

**Nothing to report this month.**

**North Point** – no activity

**Sugar Bush Preserve** – no activity

**Cemetery Maintenance:**

Livonia Township Cemetery – cleared snow for burial on April 1 and marked plot. Marked plot April 21 for burial. Started clean up.

**Other Duties:**

Plowed snow

Hauled salt/sand

Cold Patch on roads

Burned brush pile along 112<sup>th</sup> Street

John Deere 5083 tractor maintenance. Oil change. New oil, fuel and air filters.

New bolts and o rings on end turtle of John Deere 265 disk mower of ditches. New cover installed also.

Started hot tar applications.

Started cleaning road ditches, 273<sup>rd</sup> and 253<sup>rd</sup>.

Estimates for brush mower and snow blower for skid loader.

**2.1 Elk River Landfill Rezone Request:** Mike Miller, Elk River Landfill Manager, was present to request an amendment of Sherburne County's Zoning Map. The parcel the rezoning would affect is PID 30-034-3401, a 2.5 acre parcel located in Livonia Township within the Elk River Landfill. The requested change is from General Rural to Industrial. The change would enable Elk River Landfill to construct a renewable natural gas manufacturing plant. This plant would convert the methane gas from the Elk River Landfill into energy. Miller explained that a



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pipeline would be built to adjoin the plant and the existing natural gas pipeline that passes by to the east of the landfill. Hiller/Hass unanimous to recommend the approval of the zoning change request for the Elk River Landfill parcel 30-034-3401 from General Rural to Industrial. Comments include: the process to convert the waste methane gas into energy is environmentally friendly, the location makes sense based on the presence of the Elk River Landfill and the existing pipeline.

**2.2 Elk River Landfill Variance Request:** Mike Miller, Elk River Landfill Manager, was present to request a 25' Variance in setback from the centerline of Highway 169, and a 50' Variance from the side property line for a compressor building. Discussion followed about the rezone request needing to be approved before the Variance request can be acted on by the Board of Adjustment. Hiller/Spencer unanimous to table the item until the May meeting when the rezone request will have been reviewed by the Sherburne County Commissioners.

**2.3 Veteran's Memorial Donation Request:** Bob Lundgren was present at the Annual Meeting to request a donation of \$5,000 from Livonia Township for the new monument that will be installed at the Zimmerman American Legion Memorial Park on 257<sup>th</sup> Avenue. After consulting with the Township Attorney about the potential donation, it was determined that the donation does fall into the guidelines for donations as a park service for the public. Hiller/Kluge unanimous to donate \$5,000 to the American Legion for the new memorial, which will be placed at Memorial Park, with the funds taken from the Township Park Fund.

**2.4 Comprehensive Land Use Plan Feedback:** Sherburne County is working on a Draft Land Use Map and requested that the Town Board reviews the document and provides feedback. The Board reviewed the first item, Business and Industry. Comments included that the Board wants to see the Elk River Landfill extend north to 239<sup>th</sup> Ave with a 500' buffer zone on the south side of 239<sup>th</sup> Ave. This area would need to be zoned Heavy Industrial. Also discussed was a potential for the westward expansion of 237<sup>th</sup> Ave and how it would connect to HWY 169. Also noted was that Livonia Township and the City of Zimmerman do not have a current Orderly Annexation Agreement. Hass/Hiller unanimous to table the discussion until a meeting with Township Attorney Gilchrist could be arranged.

**2.5 Midco Road Damage:** Photos displayed of road damage on 249<sup>th</sup> Ave. Midco is aware and will repair it as required. Engineer Davis to contact Midco with instructions after he observes the damage.

**3.0 Open Forum:** No one present for Open Forum

**4.1 Clerk/Treasurer Report:** Items of interest during the past month include: Schlenner Wenner & Co. has started our field audit. Riann will be here later this week for document examinations.

**4.2 Approve payment of claims:** Hass/Spencer unanimous to approve payment of claims and payroll totaling \$52,001.12 as submitted from Bremer Bank, and to transfer \$50,000.00 from Savings to Checking to cover check numbers 21258 through 21293, and Electronic Fund Transfers (EFT) #147-150 (April) Federal, State, PERA and SUTA withholding tax and debit card payments.

**4.3 Supervisor Reports:** Spencer – provided a summary of the MAT Short Course that she attended. Spencer also mentioned that she went to the SCAT Meeting. The next SCAT Meeting is October 4; Hiller – no report; Kluge – no report; Hass – met with Waste Management; Kuker – absent.

**5.1 Township Legal Seminar** – Couri and Ruppe: reminder that the free legal seminar is scheduled for June 1<sup>st</sup>. Pre-registration is required for the lunch count. Hammre and Fiedler will be attending.

**5.2 Resolution 23-04 Interested Officer** – Hiller: Hass/Spencer unanimous to approve with Hiller abstaining.

**5.3 Budgets for Parks/Cemetery/Roads:** Hammre presented the current Fund balances for Roads, Cemetery and Park. Also presented were the budget and account balances for the 2023 year budget equipment lines as



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requested by Supervisor Spencer at the March 27 Board Meeting. Based on the information and clarification of what expenses ARPA Funds may be used for, Hiller/Hass unanimous to pay the requested \$5,000 donation for the Veterans Memorial out of the ARPA funds.

**5.4 Gifts for Retiring Officers:** Hammre provided legal information on gift giving for retired officers. Partys or other gifts for retiring officers must be approved by the electorate at the Township Annual Meeting.

**5.5 Banking CD/Account Information:** Fiedler presented the opportunity to put funds into a higher interest CD as recommended by Mark Oleen, Bremer Bank. Oleen quoted 4.25% for 1 year. Fiedler also explained that Bremer has a checking account that would be a better fit for us, eliminating service charges. Hass/Hiller unanimous to approve changing our commercial checking account to a community checking account.

**5.6 Signature Cards:** new signatures needed on signature cards to reflect signer change with different Vice-Chairperson.

**5.7 Clean Up Day Reminder and Participation:** Clean up day is Saturday May 6, 8:00 am to Noon.

Kluge/Hiller unanimous to adjourn the meeting at 8:36 pm.

**Approved this 22<sup>nd</sup> day of May 2023.**

Chairman or Vice Chairman

Clerk/Treasurer or Deputy Clerk/Treasurer