



## LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES

HELD AT THE LIVONIA TOWNSHIP HALL

APRIL 28, 2014

Supervisors present: Doebler, Hass, Hewitt, Manthei and Sherper.

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

Others present: Jon Bogart, P.E. Town Engineer with Bogart, Pederson & Assoc., Inc.

Chairman Hewitt 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:** Hass/Sherper unanimous to approve the Regular Meeting Agenda.

**1.3 Approve Consent Agenda:** Manthei/Doebler unanimous to approve Consent Agenda as follows: **Item A)** March 24, 2014 Joint Meeting Minutes; **Item B)** March 24, 2014 Regular Board Minutes; **Item C)** April 15, 2014 Board of Appeal & Equalization Meeting Minutes.

**1.4 Sheriff's Report:** Sergeant Wilson reported there were 153 calls for service in March; 60 of the calls were traffic stops, no issues of concern.

**1.5 Fire Report:** Chief Maloney provided March calls for service: 3 medical assists, 1 gas leak, 4 motor vehicle personal injury, 2 fire alarms, 1 vehicle fire, 1 residential garage fire, and 1 residential house fire. Maloney is researching the idea of having up to 3 shipping containers used for training purposes placed at the Town Hall site. He will check to see if a building permit will be required, work with Berghuis for placement, and stake out space for the Board to look at for next meeting.

**1.6 Road report:** Maintenance Coordinator Berghuis reported Sherburne County would be willing to let us purchase salt/sand from them for a cost savings rather than purchasing all salt/sand from Plaisted Companies. He would like to try this this upcoming year to see how it will work. Board was in agreement to try for convenience and cost savings. Berghuis received 7' 3 pt Tractor Brush quotes from Scharber \$6850, Midwest Machinery \$7383, & Arnold's Inc \$7308. Doebler/Hass unanimous to purchase the 7' 3 pt Tractor Brush from Scharber with low quote; Berghuis will make caster wheels. Berghuis also presented quote for cleaning and sealing Maintenance Building Floor; fire side of the building has no salt damage to the floor. Hass/Sherper unanimous to approve quote for Cleaning & Sealing Floor from Steinbrecher Painting for \$4325 to be paid from Public Safety Funds. Berghuis also stated that the Minimum Maintenance Road on the north side of Lake Fremont is in bad shape; suggested closing it to through traffic. Records will be checked to see if it has or can be designated as a "Rustic Road". Berghuis also would like to represent Livonia Township in the Wild West Days Parade; Board was in agreement.

**1.7 Planning Commission Report:** Lila Spencer presented the April Planning Commission Report: IUP for Mechanical and/or Auto Body Repair & Business selling vehicles, trailers & RV's in Baldwin Township. Baldwin offered no comment – PC Recommended approval. Residential Simple Plat of Frey Addition with 1 new lot in Clear Lake Township. Clear Lake recommended approval – PC Recommended approval.

**2.1 Street traffic recommendation at 116<sup>th</sup> St/251<sup>st</sup> Ave:** Maintenance Coordinator had placed temporary flags to mark area of sign placement. Hass/Sherper unanimous to move street sign from outer curve to inner curve and to place up to 3 diamond reflector signs in the inner curve of the above intersection.

**7:30 pm – Open Bids for 239<sup>th</sup> Ave Road Project:** Hewitt announced the bids will be opened in the order they were received. As each bid is opened the bidder's name, bid amount and whether a bid bond was received will be announced. After all the bids are open the apparent low bid and dollar amount will be announced.

The following bids were received by the 12:00 pm deadline on April 28, 2014:

Omann Brother Paving, Inc.	\$169,804.43	Bid Bond received
West Branch Construction, Co.	\$156,265.00	Bid Bond received
Helmin Construction, Inc.	\$162,660.85	Bid Bond received
ML Schendzielos & Son, Inc	\$178,766.25	Bid Bond received



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Hewitt announced the apparent low bid was submitted by West Branch Construction, Co. in the amount \$156,265.00. Hass/Doebler unanimous to award the apparent low bid of \$156,265.00 to West Branch Construction, Co. contingent upon validation of quantities and amounts by Jon Bogart, Bogart, Pederson & Assoc., Inc.

**2.2 Discussion Regarding Septic System Permit in D&U Easement:** Ron Maloney with Zimmerman Truck Sales was present to request a letter from the Town Board allowing his septic holding tank being placed inside the Drainage & Utility Easement on his lot; he stated that 5 years ago he placed the septic holding tank in the D&U Easement. Board discussion included the 2008 denied septic permit from Sherburne County Zoning because of the placement inside the D&U Easement; options of vacating a portion of the D&U Easement, an Encroachment Permit or moving the existing tank; costs of each option; location of well on property, and liability. Doebler/Hass unanimous to allow Encroachment Permit process to be started upon receipt of \$3000 Encroachment Escrow from Ron Maloney, Zimmerman Truck Sales. Maloney was in agreement.

**2.3 Engineering:** a) **273<sup>rd</sup> Ave** – PreCon Meeting was held, clearing, grubbing & utility work has started, milling and overlay is planned for third week in June; b) **112th St** - no action on current year project; c) **Spring Road Tour** – Bogart, Berghuis, Manthei, Hass & Olson to plan date with Road Rating Maps to be updated for Capital Improvement Plan & possible development project for next year; d) **2015/2016 Road Projects** – Hass/Hewitt unanimous to approve soil borings as needed on 1 mile section of 112<sup>th</sup> St between CR 74 & CR 19 to get started on the preliminary engineering, Board will determine how much can be done next year.

**2.4 Discussion Regarding Youth Athletics:** Harold Gramstad led discussion regarding an athletic facility like Ralia Sports Center in Maple Grove. Gramstad will bring back further information and present to the June Park Board Meeting.

**2.5 Approve Temp Weight Restriction Resolutions:** Sherper/Doebler unanimous by Roll Call to approve Resolution 14-11 to Rescind Temporary Weight Restriction on 277<sup>th</sup> Ave once spring load limits are removed. Sherper/Doebler unanimous by Roll Call to approve Resolution 14-12 Imposing Temporary Weight Restrictions on 273<sup>rd</sup> Ave. Manthei/Hass unanimous by Roll Call to approve Resolution 14-13 Imposing Temporary Weight Restrictions on 239th Ave.

**2.6 County Zoning Ordinance/Potential Amendments:** Doebler/Sherper to choose second option: Allow outbuildings without a home-only on larger acreage parcels with a special permit like an IUP allowing the Town Board and Planning Commission to make recommendations in the permitting process.

**2.7 Proposed Revision to County Road Transportation Plan – Turnbacks:** Doebler/Sherper unanimous to approve the Proposed Revisions for Livonia Township's portion of the County Road Turnback List – Updated For Long Range Transportation Plan.

**2.8 Approve Quotes on Crack Repair:** Four quotes were obtained for approximately 10 miles of crack repair as follows: SealTech, Inc \$24,734.70; Fahrner Asphalt \$32,800.00; Astech Corp \$81,099.00; Allied Blacktop Co \$35,700.00. Doebler/Manthei unanimous to approve low quote of \$24,730.70 to SealTech, Inc.

**2.9 Authorize Request for Quotes on Aggregate Chip Sealant:** Hewitt/Doebler unanimous to authorize request for quotes for aggregate chip sealant on approximately 2 3/4 miles of roads.

**3 Open forum:** There was no one present for open forum.

**4.1 Clerk Treasurers Report:** Olson stated items of interest during April included: 1 snow complaint, 1 smell complaint. Attended Spring Short Course and Urban Short Course Training.

**4.2 Approve payment of claims and transfer funds:** Hass/Sherper unanimous to approve payment of claims, including payroll, as submitted and to transfer \$140,000.00 from savings to checking to cover claim numbers 6679-6720 check numbers 16127-16179 and Electronic Fund Transfers (EFT) #75-78 (1<sup>st</sup> Qtr UI, Apr Fed & State withholding tax & PERA).



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**4.3 Approve Resolution to Amend 2015 Debt Service Fund Taxes Payable:** Olson presented resolution to reflect the growing balance of the Debt Service Fund and the need to reduce the required general taxes to be levied for the Debt Service Fund for taxes payable in 2015. Hewitt/Doebler unanimous by Roll Call to approve Resolution 14-14 to Amend the 2015 Debt Service Fund Taxes Payable.

**4.4 Supervisor reports:** Sherper stated MATs newsletter will include upcoming Summer Short Course and an L&R conference. Doebler attended the Urban Short Course to be renamed the Legal Short Course next year; very worthwhile sessions. Hewitt attended the Urban Short Course. Park Board would like to nominate Lila Spencer to Park Board Member. Hass/Manthei unanimous to approve nomination. Park Board will look at the Hunter Lake site; believe it will be parking/turn around only. Still trying to resolve mapping issue. Hammre had good information from the 4R Board in regards to 5K trail in Princeton linking to Great Northern Railroad Trail; including grant funding. Manthei & Hass attended the 273<sup>rd</sup> Ave PreCon Meeting. Wording on contracts are being changed to allow for Utility/Grubbing work to start even though spring road restrictions are in place. There were no other reports.

**5.1 Discussion/Approval regarding Park & Cemetery Committee compensation:** Per request from last month, resolutions were presented for equal compensation from committee to committee. Doebler/Hass unanimous by Roll Call to approve Resolution 14-15 Amending Park & Recreation Committee Compensation. Hewitt/Doebler unanimous by Roll Call to approve Resolution 14-16 Amending Cemetery Committee Compensation.

**5.2 Approve Road Grading Agreement with Baldwin Township:** Hewitt/Hass unanimous to approve the Road Grading Agreement with Baldwin Township as presented with mapped locations; Coordinator Berghuis will be providing the service.

**5.3 Discussion Regarding Fire District JPA Renewal:** Hass/Doebler unanimous to authorize Town Attorney to work with City of Zimmerman Attorney to extend/renew the Fire District JPA and to update wording as needed.

**5.4 Clean Up Day Turnout:** Olson provide information from that past 3 years. 2014 included 158 vehicles compared to 56 in 2013 and 166 in 2012. Board would like to have a list of acceptable items prior to clean up day next year.

**5.5 Sherburne County's Geologic Atlas:** Sherburne County is working with Minnesota's Geological Survey to develop a geologic atlas for the County. There will be a presentation held on Monday, May 5<sup>th</sup> at 10 am in the County Board Room for any Town Board Members.

Hass/Hewitt unanimous to adjourn meeting at 9:10 pm.

Approved this 19th day of May 2014

Chairman or Vice Chairman

Clerk/Treasurer or Deputy Clerk/Treasurer