



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
May 23, 2016

Supervisors present: Doebler, Hewitt, Maloney and Pool. Hass absent.

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

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 - Hewitt moved to add agenda item 5.7 Sherburne County Fair Parade Committee Request. Doebler/Maloney unanimous to approve the Regular Meeting Agenda with the addition of item 5.7 Sherburne County Fair Parade Committee Request

1.3 Approve Consent Agenda: Pool/Doebler unanimous to approve Consent Agenda as follows: **Item A)** April 25, 2016 LBAE Minutes; **Item B)** April 25, 2016 Regular Board Meeting Minutes; **Item C)** May 16, 2016 Public Hearing Minutes.

1.4 Sheriff's Report: Sergeant Wilson Reported there were 198 calls for service in April; 73 of the calls were traffic stops, the remainder of the calls for various reasons. Wilson also reported that there have been complaints of ATV traffic on the Girl Scout Camp road/trail. The issue is under investigation.

1.5 Fire Report: Chief Maloney provided March calls for service: 3 medical assist, 2 gas leak, 2 motor vehicle personal injury accident, 1 search for missing person, 6 grass fire, 1 fire standby mutual aid - ER. Chief Maloney discussed the need for a larger fire building in the City of Zimmerman. The current building was built in 1980. The building is deteriorating and is not big enough to meet the needs of the fire department to protect the growing population and increasing housing and buildings in the area. Discussion followed about possible locations for a new building, funding, and sharing space with the City of Zimmerman. Chief Maloney also reminded residents that the Fire Department's Annual Golf Tournament will be held on June 18 at noon, Princeton Golf Course.

1.6 Presentation of the 2015 Annual Audit – Jon Archer, CPA and Senior Manager and Ryan Schmidt, CPA and Manager of Schlenner Wenner & Co., presented the Audited Financial Statements for the year ending December 31, 2015. The Audit is in accordance with Generally Accepted Auditing Standards. The Following areas were tested: deposits & investments, conflicts of interest, public indebtedness, claims & disbursements, contracting & bidding and miscellaneous provisions. Financial Highlights were presented. The new accounting standard GASB 68 was presented and explained. The Township complied with material terms and conditions of applicable legal provisions tested. It was reported that preferred accounting practices are being used, no significant or unusual transactions were noted, no audit adjustments posted or misstatements to report. During their audit they found no material weaknesses, and no difficulty in doing the audit.

1.7 Engineering Updates: no update

1.8 Road Report - Maintenance Coordinator Berghuis reported activities for the month include: issues with vandalism of gates and signs on the Lake Fremont Minimum Maintenance road; Grams road - working on bringing the material from the side of the road back to the road bed as it dries out and will be adding several loads of class 5 to build back the crown of the road; 253rd Ave – the gravel portion East of Hwy 169 - has received 10 loads of gravel; there will be 2 Township trucks in the Wild West Days parade again this year along with the Zimmerman/Livonia Fire District trucks.

1.9 Planning Commission Report – Spencer: The PAC met May 19, 2016 and recommended the following items for approval by the County Board of Commissioners: Request for an IUP for a temporary use by a government entity portable classrooms for 1 year at the Clearview School location - Clear Lake Township. Requests to amend Sherburne County Zoning Map from Agricultural to Shoreland Residential District, amend the Comprehensive Plan Map from Agricultural to Rural Residential and establish a Residential PUD Overlay District on all identified lands outside of the 1,000 ft. Shoreland Overlay District – Palmer Township. Request for an IUP for a Solar Farm Development – Clear Lake Township.

2.1 Approval for Crack Seal Quotes – Four quotes were received for approximately 10 miles of crack repair as follows: SealTech, Inc. \$24,000; Fahrner Asphalt \$19,410.46 (new cracks only) \$29,160.46 (new and open old cracks); Northwest Asphalt \$35,321.00; Allied Blacktop Company \$38,430.12. Doebler/Pool unanimous to accept apparent low quote of \$24,000.000 to SealTech, Inc. with engineer approval.



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2.2 Request for Second Driveway – Bennett- the request for a second driveway was withdrawn.

2.3 Variance Request Road Setback – Brad Bradford present to request a 23' Variance from the Right of Way Setback of 97 ½ Street for a detached garage. Mr. Bradford presented a sketch plan showing that the proposed garage would be in line with the house setback and similar to other structures and setbacks in the neighborhood. The detached garage is to be similar in appearance and construction to the house. Doeblner/Pool unanimous to give favorable comments for the Variance of 23' from the Right of Way Setback requested. Comments include: the plan and design looks good based on the provided sketches; the proposed detached garage fits the size and character of the lot; the proposed garage is setback farther from the road Right of Way than some of the structures on neighboring lots.

2.4 IUP Amendment Comment Request, Sherburne County Solar Farm Ordinance – The Board reviewed the request from Socore Energy to amend Sherburne County IUP Ordinance Section 16.2 Subd 1 Authority with the addition “provided however, that an I.U.P. issued for a Solar Farm shall not be terminated as a result of a change in the zoning regulations prior to the termination dated stated in the I.U.P.” Hewitt/Maloney unanimous to provide favorable comments for the amendment of Sherburne County Ordinance Section 16.2 Subd 1 Authority as requested by Socore Energy. Comments include: it makes sense to have a long range plan and assurance that a Solar Farm can continue to operate to the termination date of the IUP. A business plan and financial considerations depend in part on the ability of a Solar Farm to have a reliable termination date.

3.0 OPEN FORUM – no one was present for Open Forum

4.1 Clerk Treasurers Report: Hammre reported items of interest during the past month include: Head Judge Buswell and Hammre attended the Election Equipment Testing and Acceptance Day; Deputy Schannen inquired about Ordinances pertaining to enforcement of 4 wheelers on the Girl Scout Camp road – the Sheriff's Department has received several complaints.

4.2 Approve payment of claims and transfer funds: Hewitt/Doeblner unanimous to approve payment of claims, including payroll, as submitted and to transfer \$147,000.00 from savings to checking to cover claim numbers 7650 – 7684, check numbers 17270-17313 and Electronic Fund Transfers (EFT) #159-161 (May) Federal, State & PERA withholding tax.

4.3 Supervisor Reports: Pool – no report; **Doeblner** –the Township Facebook page is getting more hits; **Maloney** – no report; **Hewitt** – Park Board meeting report – Bill Bronder, Sherburne County Soil and Water Conservation District attended to discuss options for planting approximately 8 acres of old field in the Sugarbush preserve addition in native prairie. There is a grant available that would reimburse 75% of the cost of seed if approved. Bronder stated that the planting needs to be done by the end of June. Hewitt/Pool unanimous to move forward on preparing the site for planting and to pursue the Grant opportunity. Pool/Maloney unanimous to direct Hewitt and Doeblner to approve contracting for preparation of the site and the purchase of seed.

5.1 Affidavit for Restitution – sign damage – Sherburne County Sheriff notified Livonia Township that the person responsible for vehicular damage to one sign (911 address sign) and 2 posts has been apprehended and charged. Livonia Township can file for restitution for the cost of damaged property if desired. Board unanimous in desire to file for restitution for the cost of replacing the damaged sign and sign post. Hammre to file Affidavit for restitution.

5.2 Cost Share Agreement Approval – Election Equipment – Hewitt/Doeblner unanimous to approve the Cost Share Agreement Between Township of Livonia and County of Sherburne For Election Hardware, Software and Related Services.

5.3 Damage to 110th St – Utility – update and photo presented of repair of damage to bituminous on 100th St by gas line installer. The repair was inspected by maintenance and appears to be acceptable.

5.4 Clean Up Day update – Total cost of the event including vendors was \$10,541.84. Total resident fees totaled \$4,461.00. the Clean Up Day Grant reimbursement request will be submitted.

5.5 Couri & Ruppe Legal Seminar Attendance - June 2, 2016 in Albertville reminder.

5.6 MAT's Summer Short Course Attendance – June 30, 2016 in St. Cloud reminder.



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5.7 Sherburne County Fair Parade Committee Request – The Sherburne County Fair Parade Committee requested the selection of an outstanding citizen from Livonia Township to represent the Township in the Sherburne County Fair Parade. Jan Wallin was selected based on her years of citizenship, volunteering and service to the Township and community.

Doebler/Maloney unanimous to adjourn the meeting at 8:05 pm.

Approved this 27th day of June 2016.

Chairman or Vice Chairman

Clerk/Treasurer or Deputy Clerk/Treasurer