



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES

HELD AT THE LIVONIA TOWNSHIP HALL

JUNE 23, 2014

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

Staff present: Clerk/Treasurer Olson, Deputy Clerk/Treasurer Hammre, 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: Manthei/Hass unanimous to approve the Regular Meeting Agenda.

1.3 Approve Consent Agenda: Manthei/Hass unanimous to approve Consent Agenda as follows: **Item A)** May 19, 2014 Regular Board Minutes; **Item B)** June 16, 2014 Special Meeting Minutes; **Item C)** Appoint Election Judges to Serve at the 2014 Primary and General Elections; **Item D)** Renew Land Stewardship Project Annual Membership.

1.4 Sheriff's Report: Sergeant Wilson reported there were 189 calls for service in May; 66 of the calls were traffic stops, they had a DUI special project, no other issues of concern.

1.5 Fire Report: Chief Maloney provided May calls for service: 2 medical assists, 1 gas leak, 2 motor vehicle personal injury, 1 cancelled en route, 2 fire alarms, 4 grass fires, and 2 residential house fires. Maloney stated he is attending the All Hazard Training this week. Hass/Manthei unanimous by Roll Call to approve Resolution to accept donation for Zimmerman Ballfield Lighting Ceremony.

1.6 Road report: Maintenance Coordinator Berghuis – Brush was delivered, working well, painted red bollards & parking lot, grading is going fine with Baldwin Township, placing product on the north Lake Fremont road, road will be closed off until it is in passable shape, will continue to watch the county ditch area along 112th St, water is flowing over the road in spots.

1.7 Planning Commission Report: Lila Spencer presented the June Planning Commission Report: IUP for Contractors Yard for a Small Paving Company & Online Auction Sales in Big Lake Township. Big Lake recommended approval with inclusion of Co Zoning recommendations – PC recommended approval. Residential Simple Plat of Great Elk Subdivision with 2 lots in Big Lake Township. Big Lake recommended approval subject to engineering & MnDOT issues – PC Recommended approval.

2.1 Request for Variance in Setback from East Hunter Lake: Stanley & Jeanne Nicka were present to make request for septic upgrade in setback. Sherper/Doebler unanimous to recommend approval; there is limited space in the yard and it is being located as far from the lake for environmental reasons.

2.2 Review of proposed ROW on 112th St of Highland Meadows Second Addition and Administrative Subdivision: Todd Maloney was present. Hewitt/Hass unanimous to recommend that the proposed right of way lines should be based on traveled centerline and the recorded plat of Country Estates. The right of way line on the west side of 112th Street should be 66 feet from the platted right of way line of Country Estates.

2.3 Request for IUP Trail of Terror: Sheldon Pool was present to make request. Discussion included the one complaint that had been received last year, local youth groups being utilized, volunteer vs employee, number of participants. Manthei/Sherper unanimous to recommend approval with the same conditions in place as last year, the participant numbers are expected to be the same as last year, update number of employees to reflect volunteer vs employee; this also benefits the local youth programs.

2.4 Sherburne County Highway Right of Way Plat No 62: ROW Plat was attached; no action taken.

2.5 Engineering updates on 2014 Projects: a) 273rd Ave – Shoulder work has begun on the project; b) 112th St- 2nd Lift – Knife River is planning to proceed shortly; c) 239th Ave – Wetland application has been approved through the County TEP panel, Bogart is working with Core of Engineers for their approval, West Branch would like to proceed once water level has dropped.

2.6 Approve Change Order to include 2nd Lift of Bituminous on 120th St – Phase I: Hass/Sherper unanimous to approve Change Order to include 2nd Lift of Bituminous on 120th St – Phase I.



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2.7 Review Road Condition Map & Capital Improvement Plan: Olson provided a map showing the road conditions after road tour was finished and asked about updating the Capital Improvement Plan. The last update was in 2009. Board would like to have Bogart provide a cost estimate and timeframe for updating these at the next meeting.

3 Open forum: Larry Thoreson was present for open forum. He had questions about the development of The Woods at Lake Fremont Second Addition and possible future phases of development. Manthei/Hewitt unanimous to authorize the staff to work with Attorney to make sure the Township is adequately covered as to the roads within the development.

4.1 Clerk Treasurers Report: Olson stated items of interest during June included: training replacement.

4.2 Approve payment of claims and transfer funds: Sherper/Hewitt unanimous to approve payment of claims, including payroll, as submitted and to transfer \$135,000.00 from savings to checking to cover claim numbers 6750-6791 check numbers 16211-16260 and Electronic Fund Transfers (EFT) #82-84 (June Fed & State withholding tax & PERA).

4.3 Supervisor reports: Doebler asked that we set up a workshop for Electronic Data – Board picked Monday, July 14th at 7 pm. Hass will be attending a Sunday, July 13th, meeting to set up Lighting Ceremony for September. Manthei attended the County's EDA meetings with another one this Thursday along with the Legal Seminar. He attended the May Orrock Town Board meeting; they did not discuss the roads entering Livonia Township. Hewitt stated the Park Board met and had discussion regarding the Great Northern Open Houses that were held, Zimmerman Parks finished their Frisbee Golf, Park Board would care for the prairie behind the hall. He asked if Berghuis could help stake Hunter Lake lot with Bogart's help if needed; stated Harold Gramstad provided further information regarding a fee based activities building that could be a joint project between City of Zimmerman and Livonia Township. Sherper stated that there has been wood cutting in the buffer zone along the development of The Woods at Lake Fremont. Olson will follow up with the County again.

5.1 Appoint Clerk/Treasurer: Hass/Sherper unanimous to appoint Jody Hammre as Clerk Treasurer as of July 17th. Deputy Clerk Treasurer position will be replaced.

5.2 City of Zimmerman Lighting Ceremony Update: Hass stated the dedication plaque is almost ready. September date is being planned.

5.3 Fire District JPA Renewal: Hass/Hewitt unanimous to approve Second Amendment to the Zimmerman Livonia Fire District Joint Powers Agreement.

5.4 Orrock Town Roads Update: Manthei will attend the June Orrock Town Board meeting to gather further information. Livonia would like to work together with Orrock to come up with a mutual agreement.

5.5 Discussion of potential Community Center partnership with ISD 728 and Zimmerman: Discussion was held regarding how to best move forward regarding a joint project. Hewitt & Doebler would represent the Township with Sherper acting as an alternate showing support of the project.

5.6 Draft Newsletter: Add the Park Dedication Date/Time once set. No further action taken.

5.7 Resolution to accept donation for Kelley Farm: Sherper will bring back to the July Meeting. He would like to donate funds to the Township to donate to the Kelley Farm.

5.8 Discussion Regarding Organized Garbage Collection: Sherper provided information that he will also be providing the City of Zimmerman. Board to discuss further at the July Meeting.

Doebler/Manthei unanimous to adjourn meeting at 8:45 pm.

Approved this 28th day of July 2014.

Chairman or Vice Chairman

Clerk/Treasurer or Deputy Clerk/Treasurer