



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
JUNE 24, 2013

Supervisors Doebler, Hewitt, Manthei and Sherper were present; Supervisor Hass was absent
Staff present: Clerk/Treasurer Lila Spencer, Deputy Clerk/Treasurer Rose Olson and Maintenance
Coordinator Jim Spencer
Others present: Jon Bogart, P.E. Town Engineer with Bogart, Pederson & Assoc., Inc.

Chairman Hewitt called the meeting to order at 7:00 p.m.

1.1 Pledge of Allegiance: The assembly recited the Pledge of Allegiance.

1.2 Approve Regular Meeting Agenda: Item 2.6 Request for signage was removed from the agenda per Max Johnson, requestor. Doebler/Sherper unanimous to approve agenda with removal of Item 2.6.

1.3 Approve Consent Agenda: Manthei/Doebler unanimous to approve Consent Agenda as follows: A) May 20, 2013 Regular Board Minutes.

1.4 Sheriff's Report: Sgt Wilson reported there were 228 calls for service in May; 93 of the calls were due to increased traffic over the Memorial Day weekend.

1.5 Fire Report: Chief Maloney provided May calls for service: 1 medical assist, 2 gas leaks, 3 motor vehicle personal injury accidents, 3 fire alarms, 2 carbon monoxide, 1 arcing/down power line, 5 grass fires and 1 commercial building fire. Department trucks passed the required pump certifications. The Department recently conducted a house burn in the City.

1.6 Road report: Coordinator Spencer reported on damage to a culvert and sign due to an accident. The 1 ton and utility trucks should be delivered within a week, shouldering and pothole repair is on-going, and ditch mowing will start soon. The 2004 Mack truck was on display for viewing prior to the meeting. Spencer requested authorization to obtain a quote to have the box/sander sandblasted and painted on the 2001 Mack truck #36. Sherper/Hewitt unanimous to authorize Spencer to obtain quote to have box/sander work done on truck #36.

2.1 Ball field lighting project: Dave Earenfight, Mayor City of Zimmerman addressed the Board regarding progress of the lighting project. A preliminary hookup was made by generator; the power company will make final hookups sometime in July at which time the lights will be setup. The costs are coming in as projected. Earenfight asked for Township input for verbiage on the dedication sign. He thanked the Township for the financial commitment on the lighting project.

2.2 Park and Trail Plan: Amy Bower with Hoisington Koegler Group (HKGI) was present to talk about update to the Town's Park and Trail Plan. In 2005 their firm put the first Park and Trail Plan together. They also did the Sugar Bush Master Plan and the Sugarbush Feasibility Study. Due to the recent economic down turn, the 2005 projected/expected growth did not happen. To aid in development of the new plan, Bower will look at past dedication fees, expenditures and growth expectations with focus on trails and open space vs. recreational parks. She will bring draft plan to the Park Board in August.

2.3 Sketch plan review of proposed standard plat: Todd Maloney was present to provide a plan to plat portions of 3 parcels of land in Section 3 of Livonia Township. He indicated the remaining land would be platted at some future date. The Board suggested he come back in July with a sketch plan to show where driveways might be placed for the parcels he will plat now but also concept of future road network to connect the interior remaining land. Manthei/Sherper unanimous to table his request to July.

2.4 Request CUP for private aircraft landing strip: Paul Christensen was present for request to allow for private land strip on a gas line easement on his property. He provided documentation from various agencies and as required by the County Zoning Department. He stated he would operate only during daylight hours, there would be no repeated takeoff/landing situations during short time periods and the plane is for private use only. He provided information regarding his pilot credentials. Sherper/Doebler unanimous to recommend approval of Christensen's request.



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2.5 Request IUP for haunted house: Sheldon Pool was present for request to operate a haunted house in an existing house during the months of October; an occasional special event. He is working with the County regarding traffic control, wetland delineation and entrance requirements. Parking will be on site, portable toilets will be provided. Sherper/Doebler unanimous to recommend approval of Pool's request.

2.6 Removed from agenda per requestor.

2.7 Engineering: a) *Road Tour* and b) *2014 road projects* – Jon Bogart, Supervisor Manthei, Deputy Clerk/Treasurer and Coordinator Spencer inspected Town Roads for 2014 road projects. Sherper/Hewitt unanimous to authorize Bogart to start preliminary plan and soil borings on 273rd Avenue between County Road 45 and US Highway 169; to provide a basic conceptual plan at the Tibbets Brook area on 239th Avenue. Other areas for work may be considered. Manthei/Sherper unanimous to authorize Coordinator Spencer to add Class 5 and grade 104th Street west of the Cemetery. c) *112th Street project progress* – work on 112th Street started on the north end in Baldwin Township, there were some issues with getting utilities moved, weather has been a factor.

2.8 Accept quote Phase II Lake Fremont Restoration Project: Two quotes were received as follows: Helmin Construction - \$59,972.20 and West Branch Construction - \$63,955.00. Sherper/Doebler unanimous to accept apparent low quote of \$59,972.20 from Helmin Construction contingent upon validation of quantities and amounts by Jon Bogart, Bogart, Pederson & Assoc., Inc.

2.9 Request for reduction to Letter of Credit (LOC) Lake Fremont Second Addition: The Township Engineer is recommending reduction to the LOC based on the length of time the development has existed and on quote received for final lift of bituminous on the roads in the development. The streets have been crack sealed. Doebler/Manthei unanimous to approve reduction to LOC to \$120,000; after the final lift of bituminous is on the LOC may be reduced to \$90,000 for a period of one year and may be reduced further to \$60,000 for the final two years of warranty.

2.10 Accept quote for fog seal: Request for three quotes resulted in one submittal in the amount of \$21,434.40 from Allied Blacktop Company. It is noted the other two companies indicated their work load would not allow them to do the project. Hewitt/Manthei unanimous to accept the low quote of \$21,434.40 from Allied Blacktop Company to fog seal ¾ mile of 253rd Avenue between County Roads 45 and 46.

2.11 Accept quote for chip seal: Three quotes were requested; two were submitted as follows: Pearson Bros., Inc. - \$61,170.00 and Allied Blacktop Company - \$58,950.72. Hewitt/Manthei unanimous to accept low quote of \$58,950.72 from Allied Blacktop to chip seal 3.55 miles of Town roads.

3 Open Forum. There was no one present for open forum.

4.1 Approve payment of claims and transfers: Hewitt/Manthei unanimous to approve payment of claims, including payroll as submitted, for payment of utility and interest bearing bills received after claim deadline and to transfer \$100,000.00 from savings to checking to cover claim numbers 6298-6332 check numbers 15643-15686 and Electronic Fund Transfers (EFT) #000042-44 (June Fed & State withholding tax & PERA).

4.2 Supervisor reports: Manthei attended the workshop pertaining to water aquifers and legal seminar sponsored by Couri & Ruppe Law Office. Sherper talked about the Isanti Fire District issues. Hewitt reported Amy Bower with HKGI attended the Park Board Meeting to talk about next steps in updates to the Park and Trail Plan.

5.1 Approval of list of tax forfeited land approved for sale by the Sherburne County Board: Hewitt/Doebler unanimous to approve the classification and the properties to be sold on the list of forfeited land as approved by the Sherburne County Board.

5.2 Equipment sharing with neighboring township: Sherper/Hewitt unanimous to table request until July meeting from Baldwin Township to use the Townships road grader.



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5.3 Discussion regarding second accesses: Manthei led discussion, no action taken, will bring back to July meeting.

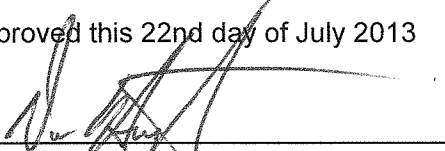
5.4 Updates: a) *Guardrail claim:* The damaged guardrail on 245th was repaired; Township was reimbursed in full by auto owner's insurance for cost of repair. b) *Subdivision Ordinance:* The draft Ordinance was forwarded to the County Zoning and Attorney Offices for their input.

5.5 Approve amendment to Sherburne County Zoning Ordinance ORD 203 – Recorded for the official record: Manthei/Doebler unanimous to approve Amendment to The Sherburne County Zoning Ordinance ORD 203 related to elimination of feedlots as a CUP in the Agricultural District as approved May 7, 2013 by the Sherburne County Board of Commissioners. The Ordinance is on file at the Sherburne County Zoning Office and recorded as Document No. 771598 in the Sherburne County Recorder's Office.

5.6 Approve amendment to Sherburne County Zoning Ordinance ORD 204 – Recorded for the official record: Doebler/Sherper unanimous to approve Amendment to The Sherburne County Zoning Ordinance ORD 204 related to Subdivision 2 of Section 7 Administrative Subdivisions Restrictions deleting Item 4 as approved May 7, 2013 by the Sherburne County Board of Commissioners. The Ordinance is on file at the Sherburne County Zoning Office and recorded as Document No. 771597 in the Sherburne County Recorder's Office.

Doebler/Sherper unanimous to adjourn meeting at 9:45 p.m.

Approved this 22nd day of July 2013



Chairman or Vice Chairman



Clerk/Treasurer or Deputy Clerk/Treasurer