



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

Supervisors present: Hass, Hiller, Kluge and Spencer.

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

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 with the addition of Item 2.4 Midco Broadband, and the move of item 2.3 Sunrise Ranch Drainage and Utility Easement Encroachment to Item 1.55.

1.3 Approve Consent Agenda: Hass/Spencer unanimous to approve Consent Agenda Item A) June 26, 2023 Regular Meeting Minutes.

1.4 Fire Report: Chief Maloney presented the June Calls for Service as follows: 12 medical assist; 2 motor vehicle personal injury accidents, 6 fire alarm; 1 person in distress (lift assist); 1 arcing down power line; 2 grass fire; 1 outside rubbish fire; 1 person stuck in elevator. Maloney also reported that the truck pumps have had their annual testing. All passed, but Engine #1 will need a new impeller soon, Engine 2 is fine. Engine 1 had previously been used for testing which puts additional strain on the impeller. A separate device is now used, saving on wear and tear on the engine impellers.

1.5 Sheriff's Report: Sergeant Wilson presented the June Sheriff's Report: There were 233 calls for service including 4 motor vehicle accidents; 16 medicals, 50 traffic stops; 32 security checks; and 37 requests for extra patrol. The rest of the calls were for miscellaneous reasons. There were no other concerns for Livonia Township.

1.55 (Item moved from 2.3) Sunrise Ranch Drainage and Utility Encroachment (PID 30-568-0110): Hass visited the site to observe the Drainage and Utility (D&U) Easement Encroachment. Hass observed the encroachment and encouraged the property owners to create a berm with a swale to direct any water collecting to drain onto their own property rather than onto the neighboring property. Hiller also visited the site and agreed that a swale would direct water from the D&U Easement onto the owner's property rather than on the neighboring property. Hass/Hiller unanimous to accept the encroachment as presented with a swale to prevent water flowing onto the neighboring property. Also discussed was the location of the driveway for this parcel to be allowed on the eastern side of the property approximately 40 feet from the eastern property line. Engineer Davis determined that this location is acceptable after an in-person site visit and observation of sight lines.

1.6 Engineering Updates: Engineer Davis was unable to attend the meeting.

1.7 Planning Commission Report: Hass submitted report. Hass mentioned that the items pertaining to the Zoning change request for Elk River Landfill was tabled due to the Sherburne County Comprehensive Plan that is undergoing revision at this time. Discussion about this included that the item will be addressed at the Planning Commission Meeting in September when the Comprehensive Plan will be complete.

1.8 Park Committee: no report, Kuker has resigned from the Board.

1.9 Road Report: Kelly provided the road report for the period June 17, 2023 through July 16, 2023:

Signage:

911 Signs – continuing to replace signs throughout the Township as needed.



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Street Signs, Various Locations – continuing to replace signs throughout the Township, working with Kellie to place order for new street signs that have faded throughout the township.

Illegal Dumping:

No report

Vehicles:

Chevy 3500 1 Ton Plow Truck – picked up from Country Side, working well.

Truck 36 – dropped off vehicle on 7-21-2023 for repairs (springs), Crow Wing Suspension.

Truck 40 – passed DOT inspection. Pending oil change.

Truck 41 – passed DOT inspection. Pending oil change.

John Deere Tractor – attached 3-point ditch mower.

Road Maintenance

Throughout township: Continuing to lay hot tar, sweeping roads, and cutting limbs/removing downed trees.

First round of mowing has been completed.

Woodlands Sub-Division: doing repair work with hot tar. Pending prices for patches per foot from Davis.

Gravel Roads: Ongoing maintenance.

Fremont Minimum Maintenance Road: working with Butch Hass, Chris Aubart, and Wes Davis to implement design for erosion issue. Will require Board approval before moving forward.

The sand mix is working well.

Shop Office

General Cleaning.

Sand Shed

Continuing to work on estimates for new Sand Shed.

Town Hall – Public Works Building

IT people still working with Jody.

Town Hall

Jody has received pricing to replace all windows.

Parks and Cemetery

Working with Chris. See Chris's report.

West Hunter Lake Road Project

Finished paving. Installed guard rail around tree.

Also discussed was the erosion control project being considered for the Lake Fremont minimum maintenance road in the small area along the lake just east of the Woods @ Lake Fremont trail access. Concrete blocks have been priced. The project can be done in-house with the rental of a small backhoe. Hiller/Kluge unanimous to go forward with the erosion control project using ARPA funds for the cost of materials, backhoe rental, etc.

Hass also asked about the grader. He reported that the grader has a bad transmission seal. Kelly replied that the part is on order. This was a problem that was not detected when Nuss Truck was diagnosing and making repairs, so they will do the labor at no cost, the only cost to Livonia Township will be the part.

Hammre was directed to obtain a driveway permit from Sherburne County for a driveway on CR 39 into the Fire Department lot at CR 39 and 112th Street for access to the lot.

1.10 Park and Cemetery Report: Aubart provided the following report: Reporting Period June 24th, 2023 to July 21st, 2023.

Parks Maintenance:

North Point – mowed grass. Replaced broken board on dock bench.



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Sugar Bush Preserve - cleared trail of branches and weeds.

Cemetery Maintenance:

Livonia Township Cemetery – mowed.

Other Duties:

Hot tar applied on various roads continued.

Cut road ditches and used Ford tractor to cut tree growth back away from some roads.

Used new brush mower on skid loader and mowed the lot at 112th and County Rd 39.

Cleaned up fallen trees Fox Hollow, 112th, 277th, and 273rd.

2.1 269th Ave Speed Study Request: Randy Piasecki, City of Zimmerman had contacted Livonia Township requesting the Township ask for a DNR Speed Study on the 269th Ave section that is the City of Zimmerman's responsibility per the Border Road Agreement to share the obligation of road improvement and maintenance on roads that border towns and cities. Board discussion included waiting to see if excess speed will be an issue, and if it appears that there is an excessive speed issue, to request the speed sign from Sherburne County Sheriff's Department to document the extent of the problem.

2.2 Grams Park Weight Restriction: Zac Borgerding, P.E. Sherburne County has requested a weight waiver for 120th Street from Hickory Street at the border of Livonia Township and the City of Zimmerman to Grams Park for the transportation and delivery of materials for a Park Improvement Project. Hass/Kluge unanimous to approve the weight waiver for Sherburne County for the park improvement project.

2.3 Item moved to 1.55

2.4 Midco Broadband: Midco has acquired another service area in Livonia Township that they would like to add to the Broadband service installation and upgrade contract. This area, if the Board approves, would be added to the two project areas that are already approved for bringing unserved and underserved areas in Livonia Township to minimum or better Broadband coverage for download and upload speeds. Hass/Hiller unanimous to approve the additional service area to add to the current contracts at a cost of \$5,000, improving Broadband service to Livonia residents. ARPA funds are eligible and will be used for this addition to the project.

3.0 Open Forum: no one was present for Open Forum.

4.1 Clerk/Treasurer Report: Items of interest during the past month include: Town Hall keys, items still not returned from former Supervisor Pool; Fire Station Rental Agreement has expired. The Board will meet on Monday, August 28, 2023, immediately after the Annual Meeting Continuation Meeting to discuss the Fire Station Rental Agreement.

4.2 Approve payment of claims: Hass/Hiller unanimous to approve payment of claims and payroll totaling \$54,898.94 as submitted from Bremer Bank, and to transfer \$55,000.00 from Savings to Checking to cover check numbers 21358 through 21388, and Electronic Fund Transfers (EFT) #157-160 (July) Federal, State, PERA and SUTA withholding tax.

4.3 Supervisor Reports: Hiller – will write a report for public information on the status of a potential merge or annexation of Livonia Township with the City of Zimmerman. Kluge – asked about water billing for Goldenman Tree Farm. Hammre replied that Randy Goldenman has been taking water for his Christmas Tree Farm, and will pay for the water at the end of the summer season. Also mentioned was that Goldenman has been waiting for his agricultural well to be installed for irrigating his trees. Kluge also mentioned the swallows that nest above the fire bay doors. Deterrents were discussed for the following years. Spencer – called attention to the FYI in the



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Supervisor packet about the Minnesota Association of Townships District 7 Meeting than includes Livonia Township. She encouraged Supervisors to attend. Hass – no report.

5.1 Window Replacement Quotes: Hammre presented a spreadsheet of the window replacement quotes received. There were four quotes, all very similar pricing but different window brands and warranties. Hass/Spencer unanimous to contract with Hoffman Weber Construction for the replacement of all windows in the Town Hall building. The project will be paid for with ARPA Funds.

5.2 Supervisor Vacancy Appointment Committee: Matt Kuker, elected Supervisor for Seat D, has resigned his position. A temporary replacement appointment will need to be made to serve until the March 2024 Township Election. Hass stated that he had spoken to a former Supervisor who expressed interest in the position. Spencer stated that she would like the position to be put on the Website, Facebook page, and the Official posting site (door of the Town Hall). Hiller also said that he knows of a couple of people who indicated interest. A notice will be posted with a deadline of August 15th for interested parties to submit an interest letter.

5.3 26932 117th St Buffer Zone Clearing: the owner at this location has cleared out the buffer zone required in this development. Hammre to send the property owners a copy of the Covenants restricting the removal of vegetation to protect the waters and surrounding environment of Lake Fremont.


5.4 FYI Letter to Swanson, 96th St Snowplowing: a copy of the letter and documents pertaining to the statutory requirements of Livonia Township (and all jurisdictions) to fairly divide the miles of border roads for the equal responsibility of maintaining a fair portion of the roads that border our Township. This is in response to repeated requests for Livonia Township to take over maintenance and snow plowing of all of 96th Street. A copy of the letter, Road Agreement with Stanford Township, and the State Statute were also sent to Loren Daudt, Stanford Township, so that Stanford is aware of the information that was sent to the complainant.

Hass/Hiller unanimous to adjourn the meeting at 8:06 pm.

Approved this 28th day of August 2023.



Chairman or Vice Chairman



Clerk/Treasurer or Deputy Clerk/Treasurer