



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWN HALL
AUGUST 22, 2022

Supervisors present: Hass, Hiller, Maloney and Pool.

Staff present: Deputy Clerk/Treasurer Feidler and Maintenance Coordinator Kelly.

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: Maloney/Pool unanimous to approve the agenda as presented.

1.3 Approve Consent Agenda: Hiller/Pool unanimous to approve Consent Agenda as follows: **Item A)** July 25, 2022 Regular Meeting Minutes; **Item B)** July 11, 2022 Workshop Meeting Minutes.

1.4 Fire Report: Chief Maloney presented the July Calls for Service: 13 medical assist; 4 motor vehicle personal injury accident; 2 carbon monoxide; 2 fire alarm; 3 person in distress (lift assist); 3 grass fire; 1 vehicle fire; 1 outside rubbish fire. Chief Maloney stated that the auto accident billing is going well. Chief Maloney asked if the second round of ARPA funds have been earmarked, the Fire Department is looking for funding for a new engine. Hass told Maloney that he should check with Stanford Township, that they had given Isanti Fire \$40,000. Orrock Township was also mentioned. Hass also stated that Livonia Township will not be sending any of the funds back. Discussion about patient requests for ambulance transport to return home after discharge.

1.5 Sheriff's Report: Sgt. Wilson provided the Sheriff's report: there were 339 calls for service in July in Livonia Township including 7 motor vehicle accident; 19 medical; 97 traffic stop; and 87 security check. All other calls for service were miscellaneous calls. There were no questions or concerns for Sgt. Wilson.

1.6 Planning Commission Report: Spencer provided the PAC report: The Sherburne County Planning Advisory Commission met August 18, 2022. The following items were recommended for approval to the Sherburne County Board of Commissioners at their next meeting: Request for an IUP for a sand and gravel mining operation – Livonia Township; request for a CUP for a personal storage structure – Palmer Township. The following were recommended for approval to the Baldwin Township Planning Commission. The County Planning Advisory Commission reviewed the items prior to Baldwin Township taking over Planning for their Township: Recommended a negative declaration on the EAW for the application for a residential standard plat; recommended the request for a preliminary and final standard simple plat.

1.7 Engineering Updates: Engineer Davis not in attendance. No report.

1.8 Park Committee – Kuker: no report

2.1 IUP Kruse-Rosby: Shane Rosby present to request an IUP For Occasional Events, 5-10 per year, For Example: Movie in the Barn, Great Pumpkin Give-Away, Cookies with Santa. Discussion about the events that would be held including an additional event on December 3rd. Rosby described the property and the improvements that they have made since purchasing. He also discussed the parking on the property and that the parking control has been done by the local football team. He has been working with Marc Schneider, Sherburne County Zoning to obtain the appropriate permit to use the property for events. He also discussed some of the private/family events they will be hosting. The number of events per year was thoroughly discussed as well. Hass/Pool unanimous to recommend approval with the following comments: the property will be used in the same manner as the previous occupants, the Board is in favor of community events, it appears to be well managed with vendors, garbage, traffic control, good communication with the Sheriff's Office.

3.0 Open Forum: No one was present for Open Forum

4.1 Clerk/Treasurer Report: Items of interest during the past month include: the primary election went well.



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWN HALL
AUGUST 22, 2022

4.2 Approve payment of claims: Hiller/Pool unanimous to approve payment of claims and payroll totaling \$132,452.88 as submitted from Bremer Bank, to cover check number 20892 through 20941, and Electronic Fund Transfers (EFT) #117-119 (August) Federal, State, PERA withholding tax and Debit Card payments.

4.3 Supervisor Reports: Hiller – no report; Maloney – no report; Pool – no report; Hass – no report.

4.4 Road Report: Maintenance Coordinator Kelly reported that about thirty 911 signs were installed with the help of the office; Truck 39 needed brake repair; one of the trailers had no brakes – they were installed; and the 133rd Street culvert is scheduled to be replaced this week. Kelly also provided a monthly Summary Report that included thirty 911 signs installed, two street signs installed; one incident of illegal dumping on 96th Street. Vehicle maintenance including skid loader trailer brakes, oil change and greasing of payload, transmission leak repair on the grader, new skid plates ordered for John Deere tractor. Road maintenance including repairing wash out on 97th Street, shouldering started on 98th and 96th Street. Park Maintenance included: call to Red's Septic for port-a-potty maintenance that was overdue according to our scheduled maintenance contract and the condition of the port-a-potty; trail maintenance including one fallen tree cut up. Cemetery maintenance included mowing and trimming around headstones. Maintenance also helped in the setup and take down of voting equipment at Precinct 1/3.

5.1 Job Descriptions: Feidler was instructed to have Livonia Township Attorney Gilchrist look over the job posting for the Park and Cemetery Coordinator position and job descriptions for Road Maintenance Coordinator and Park and Cemetery Coordinator. Some changes were to be made to the job descriptions. Hass stated he would call Fiedler in the morning if he could find the document he typed up so changes could be made.

5.2 Advertisement for Maintenance Job: Hass requested that the advertisement for the Park and Cemetery Maintenance job to be advertised in the Elk River Star News. Hass motioned to put the old (2013) ad in the paper with the change from Maintenance Supervisor to Park and Cemetery Superintendent. Maloney asked if dates were included in the ad. Fiedler pointed out that the apply by date in the old ad was November 4, 2013. Fiedler clarified that the process would be to re-type the ad, send it to the Township Attorney for review whose reply typically would be at least a few days, and then submit it to Elk River Star News for publication. Hass said that the ad could be in the paper on September 3rd and September 10th. Application deadline would then be September 19th. Hass then said that he and Pool could review the applications and narrow the applicants down to three or four. Fiedler asked if we don't hear back from the attorney in time to publish on the 3rd and 10th, would the 10th and 17th edition of the paper be ok as the next Board Meeting isn't until September 26th? Hass replied that is ok.

5.3 Resolution 22-16 Approving Vacation: Unanimous to approve the Vacation per roll call

Pool/Hiller unanimous to adjourn the meeting at 7:44 pm.

Approved this 26th day of September 2022.


Chairman or Vice Chairman


Clerk/Treasurer or Deputy Clerk/Treasurer