



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
AUGUST 26, 2019

Supervisors present: Hass, Hiller, Maloney and Pool. Kuker absent.

Staff present: Clerk/Treasurer Hammre, Deputy Clerk/Treasurer Fiedler, Maintenance Coordinator Berghuis, Township Engineer Anderson.

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/Hiller unanimous to approve the Regular Meeting Agenda as presented.

1.3 Approve Consent Agenda: Hass/Maloney unanimous to approve Consent Agenda as follows: **Item A)** July 22, 2019 Regular Meeting Minutes; **Item B)** July 22, 2019 Public Hearing Minutes.

1.4 Fire Report: Chief Maloney provided July calls for service: 8 medical assist, 2 motor vehicle personal injury accident, 1 carbon monoxide, 2 fire alarm, 1 arcing/down power line, 3 vehicle fire. Maloney also reported the Annual Fireman's Open House and Dance will be held on September 7th. The Open House will be from 11:00 am to 3:00 pm, the Dance from 7:00 pm to Midnight; a Fire Department vehicle was the victim of the screws that were being thrown on area streets – a police report was made; the RFPs came in for the new Fire Department building, they will be reviewed at the next Fire Board Meeting on September 10th; the department was called to a cardiac arrest in Zimmerman along with other emergency responders. The individual was successfully revived by the time the air ambulance picked him up for transportation to the hospital.

1.5 Sheriff's Report: Sgt. Dan Frank provided the Sheriff's report: there were 163 calls for service in July, the calls included 10 traffic stops and 4 ATV complaints. Frank reminded the assembly that from August 1st to April 1st ATVs are allowed to ride in the ditch if they are licensed. Additional calls included 4 domestics, 9 alarms and 13 medicals. Other information reported included that the individual responsible for the screws on the roads was taken into custody. Citizens who had screws in their tires should inform the Big Lake PD or Sherburne County Sheriff's Department for the County Attorney's information. There were no other questions or concerns.

1.6 Engineering Updates: Engineer Anderson – **239th Ave)** progress update – the road is open now. The sub-cut on the west end was deeper and longer than expected from soil boring results. Omann, the project contractor, has been pushing their sub-contractor doing the dirt work to work on Fridays. This is a contract between the project contractor and their sub-contractors. Hass commented that the Board is not happy with the work on this project. Hiller asked if there are any penalties for the phone/internet interruptions for the provider. Anderson said some residents went without phone/internet for over a week; a steep backslope in one area was discussed, an electric pole will need to be lowered to make the backslope better. Connexus Electric is willing to lower the pole so the backslope can be constructed with a better slope; Scott Henz asked Anderson to check his driveway, it now has a large dip in it making their vehicles bottom out. Anderson will check on it this week. **120th St)** the project looks good, Maloney commented that there has been some shoulder erosion on the hill. Anderson will have the contractor make the repairs and have Berghuis seed some oats along the shoulder for temporary soil stabilization.

1.7 Road Report - Maintenance Coordinator Berghuis provided the road report as follows: from August 1st, 2018 to August 1st, 2019 Maintenance has spent approximately 230 hours building trails and working in parks; trails in North Point Park have been graveled and grass seeding will start soon. He would like to wait until spring to put granite on the paths. Berghuis asked about trail open signs; two of the drains in The Woodlands were cleaned out for better drainage; tree trimming on 269th will be the focus this fall.

1.8 Planning Commission Report: Spencer provided the August 15, 2019 Planning Advisory Commission (PAC) Report. The PAC recommended the following item for approval by the County Board of Commissioners at their next scheduled meeting: Request for a Conditional Use Permit for a Personal Storage Structure – Palmer Township. Amendments to the Sherburne County Zoning Ordinance, Section 16.2, Interim Use Permit, Subd. 5.21 Solar Farm. Establish Vegetation Standards for new solar farms. Item was tabled for further information.



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
AUGUST 26, 2019

2.1 Request for Wide Driveway: Derosier not present. Hass/Maloney unanimous to table item until the September Regular Board Meeting.

2.2 CIP: Anderson presented the CIP spreadsheet, map and detailed plan for consideration of the Board. The CIP includes a 5-year plan for road overlay, reconstruction and maintenance based on road usage and condition. Lane width, seal coat and bituminous oil content was discussed. Hass requested that the Town Board members review the CIP for the September Regular Board Meeting.

2.3 Pine Crest LOC Reduction Request: due to the request coming from two Livonia Board members, the item was tabled for lack of quorum.

2.4 Highland Meadows 3rd Addition LOC Reduction Request: Anderson discussed the retainage and warranty needs and the Developer's Agreement requirements. Anderson recommended to approve the reduction in the Letter of Credit request to \$63,200.00. Pool/Hass unanimous by roll call with Maloney abstaining.

2.5 Driveway Notice Update: Hammre reported that several letters were sent to property owners with non-conforming driveways or non-permitted second driveways. Most property owners responded with solutions or request to be placed on the Agenda to request permitting. One property with a non-permitted driveway did not yet respond. The Board directed Hammre to send another letter to that property owner with a response required by September 20th.

3.0 Open Forum: Karen Sherper-Rohs present to discuss her appointment to the Livonia Park Board as recommended by the Livonia Park Board, an advisory committee of community members, and the rescinding of the appointment a few minutes later during the same meeting. Sherper-Rohs asked if that action is legal – to appoint by vote and then to rescind the action without any reason other than where she lives in the Township when that is not a requirement of the position. Sherper-Rohs asked the Town Board if they will ask Minnesota Association of Townships what the actual procedure is to remove someone from the Board after they have been appointed to the position if he or she did nothing wrong. She expressed concern over setting precedence for removing people from an appointed position for a reason that does not seem to be supported by ordinance, regulation or law. Hass expressed his appreciation for Sherper-Rohs in bringing the question to the Board, acknowledging that the Livonia Board is doing their best but is not always right. Hammre directed to consult Minnesota Association of Townships for an answer to the question.

4.1 Clerk/Treasurer Report: Items of interest during the past month include: the Fire Building Lease has been signed by Jay Whiting, Supervisor Hass will sign on behalf of Livonia Township tonight, completing the lease agreement.

4.2 Approve payment of claims and transfer funds: Hass/Hiller unanimous to approve payment of claims, including payroll, as submitted and to transfer \$378,000.00 from savings to checking to cover claim numbers 8935–8961, check numbers 18981-19013, and Electronic Fund Transfers (EFT) #290-292 (August) Federal, State and PERA withholding tax.

4.3 Supervisor Reports: **Hiller** – discussed grass seeding for North Point Park with Maintenance Coordinator Berghuis; **Maloney** – Maintenance was doing a good job at North Point Park, and the Facebook Page was going well; **Hass** – attended The Woodlands of Livonia National Night Out event. Several residents thanked him and the Township for the road repair on the entrance road to the development; the new Fire Station architect is in the process of evaluation. Three finalists will be interviewed before the contract is awarded. At that time a rough cost will be reported. There will be several Open Houses, date TBD, with sketches and budget expectations; **Pool** – Livonia Zimmerman Youth Night has been scheduled for September 14th at 5:00 pm. The City of Zimmerman has expressed interest in helping with the event this year.

5.1 Boys and Girls Clubs Donation Request: A request for \$1,000 donation to the Boys and Girls Clubs of the North Star Zimmerman Branch was received. Donations by law must be requested at the Annual Township Meeting in March for the approval of the electorate. The requirement for donation request will be communicated to Ricky Solomon, President/CEO of the Boys and Girls Club.

5.2 Township Logo Garments: Hass asked that samples of garments are presented at the next meeting for the opportunity of Board and Staff to purchase with the Township Logo for Community Events and representation. Fiedler will have options at the September Regular Board Meeting.



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
AUGUST 26, 2019

5.3 Zimmerman Yard Waste Facility Garbage Issue: Residents are leaving garbage at the Compost Facility in Zimmerman; Environmental Specialist Holman sent a request to work with the City of Zimmerman for a solution. Hammre directed to contact Holman and Director Koehler about the issue.

5.4 Pledged Securities Alternative from the Bank of Elk River: The Bank of Elk River, the Township's Bank, is requesting that Livonia Township use ICS for Securing Township Funds rather than Pledged Securities. Schlenner Wenner, our Auditor, provided some information and questions to ask The Bank of Elk River representatives. Hammre directed to invite Bank representation to the September 23rd Regular Board Meeting for discussion and possible benefits to the program.

Resident Ryan Carlson asked about Annexation concerns.

Maintenance Coordinator Berghuis asked if the remains of the dirt pile in the ROW on 112th Street can be spread in the ROW. Pool offered to bring equipment to do the job.

Hass/Maloney unanimous to adjourn the meeting at 8:26 pm

Approved this 23rd day of September 2019.

Chairman or Vice Chairman

Clerk/Treasurer or Deputy Clerk/Treasurer