



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWNSHIP HALL
AUGUST 28, 2018

Supervisors present: Doeblor, Hass, Hiller, Maloney and Pool.

Staff present: Clerk/Treasurer Hammre, Deputy Clerk/Treasurer Fiedler, Maintenance Coordinator Berghuis

Others Present: Nick Anderson, PE Bogart, Pederson & Associates.

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: Hiller/Doeblor unanimous to approve the Regular Meeting Agenda with the following additions: Item 2.8 Loads of Black Dirt in 112th Street ROW; Item 2.9 Poll Pads.

1.3 Approve Consent Agenda: Doeblor/Maloney unanimous to approve Consent Agenda as follows: **Item A)** July 23, 2018 Regular Meeting Minutes; **Item B)** Appoint Election Judges to Serve at the 2018 Election.

1.4 Sherriff's Report: Sgt. Wilson reported there were 232 calls for service in July; the calls included 73 traffic stops, and there were no other concerns for Livonia Township. Hass asked Wilson if there were any issues in the Township such as gas thefts that had been occurring in the City of Zimmerman. Wilson stated that Livonia Township has not had similar incidents. Hammre passed on a concern from a resident on 245th Street about excessive speed on 245th Ave. Wilson replied that patrol presence in the area can be increased.

1.5 Fire Report: no report

1.6 Engineering Updates: **112th Street** – the project is complete and the invoice for the second lift has been received. **239th Ave** – no change, Doeblor gave an update on the progress of securing a trail easement. Anderson will finalize the road plans based on the future trail easement plans. **Woodlands Entrance** – the project is complete, billing has just been received.

2.8 (moved to this position for Engineer Anderson's input) Loads of Black Dirt in 112th Street ROW – the resident at 11171 255th Ave NW has had 2 loads of black dirt deposited in the road right of way. There was minor damage caused to the edge of the road from the wheels of the trucks dumping the dirt. Discussion about the ROW obstruction violation, safety for travelers on the road, and potential further deterioration of the road edge as a result of the dumping of the loads of dirt. Hass/Hiller unanimous to direct Hammre to send the resident a letter requiring the dirt to be removed by September 17th and notifying the resident that backing off of a Township road is not allowed, and that the damage to the road by this action will be monitored for continuing deterioration.

1.7 Road Report: Maintenance Coordinator Berghuis reported that tasks worked on for the previous month included the installation of 911 markers and road signs, 10 loads of gravel were brought to the Sugarbush driveway, lines were painted in the parking lot of the Town Hall, and mowing of ditches continues.

1.8 Planning Commission Report: Spencer reported that the August 16th Planning Commission Meeting was cancelled. The next meeting is scheduled for September 20, 2018.

2.1 Driveway Location Change: David Schwinghammer, 9983 245th Ave NW, Zimmerman, was present to propose a future driveway location change. Schwinghammer explained that currently his driveway is on 245th Ave via an easement through his neighbor's property. He would like the Board to consider allowing him to access his property from the road in the WH Cates Pondsides Development which is in process now. There was discussion about the current access and the sight-line issues with the location on the curve of the road. The Board indicated that they would be favorable to allowing a driveway location change when the WH Cates road has been built. No action taken.

2.2 Bakken Second Driveway Request: Gerald and Beverly Bakken, 25513 109th St NW, Zimmerman, present to request a second driveway access. The Bakkens provided a site survey with the locations of features that would not allow them to access a desired accessory building from their current driveway. Discussion followed about the Drainage and Utility easement on the property, and the septic location. Bakkens asked if they could get another access on the north side of



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their property. Township Engineer Anderson commented that a driveway in that location would not likely not affect drainage but he would do an on-site visit to confirm. Maloney/Pool unanimous to grant the Bakkens a second driveway access pending Anderson's approval.

2.3 Johnson Second Driveway (temporary) Request: Tory Johnson present to request a temporary second driveway for construction use while his house is built. Johnson explained that he is planning on putting concrete on the current driveway this fall. The temporary driveway that he is requesting will be used for the construction vehicles so that his current driveway with the new concrete will not be damaged. Hass/Pool unanimous to approve pending Engineer Anderson's approval after a site visit.

2.4 W.H. Cates Pondsides Development: Scott Dahlke, and Henry Hanson present to discuss the development. Dahlke reviewed the history of the development which went through the plat approval process with Sherburne County eighteen years ago, but was never built. There have been discussions about extending the development road for two future lots that were not a part of the approved development. The extension of the road would make the road longer than the 1400' Township and County limit for a dead end/cul-de-sac roads. This potential expansion has been abandoned for now. Another discussion point was a turn lane on 245th Ave that was a part of the preliminary plat but is not on the final plat. Also discussed was the impervious surface allowance on the plat which is not enough for the size of the lots. Dahlke stated that the impervious surface is not at issue as the Township's only concern is the road. Anderson stated that a model must be in place for realistic situations. Hiller stated that requirements are there for a reason. Dahlke provided some ideas that could be incorporated into the road to manage additional water from increased run-off from lots as the result of impervious surfaces. Discussion followed about who would be responsible for maintaining additional drainage features that could be built into the road such as drain tile. Hass stated that the Township respects Township Engineer Anderson's opinion and should follow his recommendations. Anderson said he would like to check with the MPCA and continue to research options. Hass/Pool unanimous to approve the road plan contingent on Anderson's approval after talking to the MPCA and verifying that the necessary drainage plan is in place. Hiller asked about the turn lane, Anderson recommended that no further action is taken as there is no indication of that part of the preliminary plat making it into the final plat. Hanson asked the Board if they could strip the land for the road. Hass replied that striping the land of topsoil and staking will be okay at this time.

2.5 Highland Meadows 3rd Addition Development (Maloney stepped down from the Board for this item): Maloney present to further discuss the Highland Meadows 3rd Addition Development. The preliminary development plan was approved at the last Board meeting contingent on Livonia Engineer Anderson's approval and that Sherburne County's questions and comments are all met. Anderson reported that he would approve the plan with the Developer's engineer making corrections to the hydraulics on the plan. The corrections needed will not affect the roads or plat. Hammre pointed out that Sherburne County specifically asked the Board to comment on several points. The specific comments include: #4 concerning drainage across Lot 8 Block 2. Anderson stated that this item has been addressed; #5 easement required to remove the culvert from Harrison Hills 272nd Ave. Discussion followed about how this can be accomplished and if it should be removed. The cost of removal was discussed and who would be responsible for paying the cost. Maloney stated that he thinks the Township should incur some of the cost of removal. Hass proposed that he and Maloney meet with the affected homeowners for discussion. Anderson suggested how it can be altered with a minimum of cost. Also suggested was research into the minutes from when the Harrison Hills plat was approved to find any possible conditions on the cul-de-sac. Hiller commented that removal of the cul-de-sac should be a cost of doing business for the adjoining development. Maloney commented that he did not create the problem therefore he should not be financially responsible. Hiller said that how this is handled for this development should be the same for all developments. Anderson suggested that funds could be held with each development with cul-de-sacs for future removal. Doebler suggested that before the Board approves Township funding for removal, research is conducted to find out what has historically been done: #6 Lots 3 & 5, Block 1 and Lots 2, 5 & 8 Block 2 all have a D&U easement



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running through the center of the lot – is the Township okay with this type of configuration? Board discussion about the ability for a future property owner to access the back of the lot. Hass directed Hammre to comment to defer to the Township Engineer. Anderson asked Maloney to clarify the Sherburne County comment #4 concerning a net increase in drainage in rate or flow outside of plat boundaries. Maloney stated that there is no net increase in water draining outside of the plat. Anderson will address this comment in writing with his comments to Sherburne County. Also discussed was the encroachment of a driveway and small building from the property to the north of the plat. This issue has been resolved with the owner.

Comments to Sherburne County Zoning include:

This preliminary plat was approved at the July 23rd 2018 Livonia Town Board Meeting contingent on Livonia Engineer Anderson's approval. Additional comments based on questions and comments from Sherburne County Zoning include:

Highland Meadow Third Addition's Engineer is making hydraulic changes to the final plat to comply with Livonia standards; drainage concerns across Lot 8 Block 2 has been addressed per Anderson, Livonia Engineer; culvert removal on 272nd Ave in Harrison Hills is being researched for a prior agreement or options, and pending discussion with the affected property owner; Lots 3 & 5 Block 1 and Lots 2, 5 and 8 Block 2 D&U Easement running through the center of the lot restricting access to the rear of the lots – item deferred to the Township Engineer who acknowledged the restrictions of the lot topography for future access – no changes required. All other requirements appear to have been addressed by the developer or are being addressed with the developer's engineer.

2.6 Developer's Agreement: Hammre directed to prepare a draft Developer's Agreement based on the changes discussed at previous Board Meeting, then send to the Board and Nick for review and comments, then to the Township Attorney for his review.

2.7 Resident Concern About use of RoundUp in Ditches: Hammre directed to forward the response from Central Applicators to the Resident who raised the concern.

2.8 (item moved to immediately after item 1.6)

2.9 Poll Pads: Hammre presented the option to purchase 2 additional poll pads for elections, one each for precinct 1 and precinct 2. The Election Judges reported that the poll pads worked very well, but there was concern that at the General Election, with more people voting, the lines may become long with just two poll pads per precinct. New registrations are done on the poll pads, and while that process is faster than the previous method, it takes longer than the roster function. Sherburne County Auditor/Treasurer Arnold said that other Townships and Cities had the same concern, and an order for Poll Pads will be placed and a contract developed when the various Townships and Cities respond with their request. The Board agreed that the Township should purchase two more poll pads in the interest of keeping voting lines moving. Hammre to report back to Sherburne County Auditor/Treasurer that Livonia Township is interested in purchasing two additional Poll Pads.

3. Open Forum: No one was present for Open Forum

4.1 Clerk Treasurers Report: Hammre reported items of interest during the past month include: The Primary Election was successfully held at both precinct location.

4.2 Approve payment of claims and transfer funds: Maloney/Hiller unanimous to approve payment of claims, including payroll, as submitted and to transfer \$170,000.00 from savings to checking to cover claim numbers 8527–8562, check numbers 18417-18485 and Electronic Fund Transfers (EFT) #248-250 (August) Federal, State, and PERA withholding tax.

4.3 Supervisor Reports: Hiller – reported that he, Maloney and Hammre attended the District 728 Community Meeting on July 30th; Maloney – North Point Park discussion; Hass – the North Point Park parking lot is in progress; Doeblner – no report; Pool – no report.



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5.1 Transportation Plans Comments Requested – St. Francis and Anoka County - the City of St. Francis and Anoka County have both requested that the Livonia Town Board review their draft Comprehensive Plan and submit comments. The Board has reviewed the St. Francis plan and has no comments at this time, but the Board would like to be updated with any changes or progress to the plan as they happen. The Board will review the Anoka County plan and make comments at the September 24 Regular Board Meeting.

5.2 Zimmerman/Livonia Youth Day – the park is not available for the previously selected date, Hass will arrange for another date with the City of Zimmerman City Hall.

Additional Item: Cemetery Markers – Hass/Pool unanimous to direct the Township Engineer to mark additional Livonia Cemetery lots as previously planned.vc

Doebler/Hiller unanimous to adjourn the meeting at 9:04 pm

Approved this 24th day of September 2018.

Chairman or Vice Chairman

Clerk/Treasurer or Deputy Clerk/Treasurer