



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES
HELD AT THE LIVONIA TOWN HALL
AUGUST 28, 2023

Supervisors present: Hass, Hiller, Kluge and Spencer.

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

Others Present: Wes Davis, 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/Kluge unanimous to approve the Regular Meeting Agenda with the addition of Item 5.8 Confirmation of the Fire District Lease Contract.

1.3 Approve Consent Agenda: Hass/Spencer unanimous to approve Consent Agenda Item A) July 24, 2023 Regular Meeting Minutes.

1.4 Fire Report: Chief Maloney absent, Harold Kluge Jr presented the July Calls for Service as follows: 12 medical assist; 1 gas leak; 2 motor vehicle personal injury accidents, 6 fire alarm; 1 person in distress (lift assist); 1 good intent; 1 arcing/down power line; 2 grass fire; 1 person stuck in elevator.

1.5 Sheriff's Report: Sergeant Wilson presented the July Sheriff's Report: There were 216 calls for service including 6 motor vehicle accidents, 5 of those were personal injury; 21 medicals, 44 traffic stops; 48 security checks; and 22 requests for extra patrol. The rest of the calls were for miscellaneous reasons. There were no other concerns for Livonia Township. Hass asked if the speed sign would be available to set up on 269th Ave west of CR 45. Residents have expressed some concern over speeding on the road once the City of Zimmerman reconstruction project is complete. Wilson said he would put in the request for the speed sign.

1.6 Supervisor Vacancy: Hass explained that the office has received five applicants for the interim Supervisor D position, to be filled until the March 12, 2024 Township Election. Each of the candidates has submitted a resume or letter indicating their experience and desire to be appointed for the position. Three of the candidates were in attendance. Tony Rivera, Doug Manthei and Matt Barthel all introduced themselves. Hass explained that the decision to appoint will be made by the four seated Supervisors and Clerk/Treasurer Hammre which follows state law. They will rank each of the candidates from one through five (five being first choice) on a paper. The votes were tallied by Deputy Clerk/Treasurer Fiedler and Parks and Cemetery Superintendent Aubart in the conference room, and then the results will be announced to the Board. When the vote results were tallied, Fiedler announced that Patti Kukowski was the applicant with the most votes.

1.7 Engineering Updates: Engineer Davis provided an update on the West Hunter Lake Project: turf establishment has been going well, though a utility company disturbed a portion of it. They have been notified and will need to repair the damage by reseeding the area. The area has a significant elevation change and turf establishment is necessary. Davis also reported that the project went well, and the barrier around the large oak tree looks good. Final payment request will be issued when the turf is established. The project for next year, the rest of the West Hunter Lakes area, may just need a mill and overlay. He also said that the Township should get back to doing yearly preventative measures such as crack sealing.

The Woodlands of Livonia Township development was discussed, particularly the issue of the curbing and the lawns and landscaping that go to the edge of the road. Some options may include assessing the homeowners for the curbing if they object to removing it or establishing a Special Tax District. Drainage issues in the development and removing water from the road were also discussed as it is a source of road deterioration.



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Davis was asked for the cost of curbing for the development and possible sources of funding for the drainage improvements.

Davis also gave an overview of the MS4 Front program that can help to track driveways, road projects and road conditions. The Board asked for a demonstration link that they can watch.

1.8 Planning Commission: Hass – no report

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

1.10 Road Report: Kelly provided the road report for the period July 17, 2023 through August 19, 2023:

Signage:

911 Signs – more signs have been ordered.

Street Signs - Various Locations – Kellie placed order to replace street signs that have faded throughout Township. Waiting for them to be delivered.

Illegal Dumping:

No report

Vehicles:

Truck 36 – dropped off vehicle on 7/21/2023 for repairs.

Truck 43 Plow – at Nuss Trucking. Requires an emission exhaust replacement, it was throwing codes.

Volvo Grader – at Nuss Trucking. Working on transmission.

Road Maintenance

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

Gravel Roads: Ongoing maintenance.

Fremont Minimum Maintenance Road: Kevin Kelly, Butch Hass, and Chris Aubart installed concrete retaining Wall and blocks. Installed 6X6 posts with cable and no parking signs. Hauled in black dirt and planted grass. Installed camera.

Woodlands Sub-Division: doing repair work with hot tar. Received one price per foot (\$3.71/sf) for larger patches from Wes Davis. Pending a few more quotes.

Shop Office

General Cleaning.

Sand Shed

Current sand shed dimensions:

16'H X 16'W X 32'L

Two quotes:

Graystone Construction (local to Minnesota)

\$77,000 for 20'H X 32'W X 32'L building. Does not recommend smaller. Does not include asphalt pad.

Rep Nate willing to meet with Board to discuss details

Legacy Building Solutions (based in Iowa)

\$85,000 for 20'H X 32'W X 32'L building. Does not include asphalt pad.

West Hunter Lake Road Project: Our part of the project is complete. See Wes Davis for outstanding items.

1.10 Park and Cemetery Report: Aubart provided the following report: Reporting Period July 23rd, 2023 to August 25th, 2023.

Parks Maintenance:

North Point – mowed grass.



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Sugar Bush Preserve – Weeds were taken care of on the trail.

Cemetery Maintenance:

Livonia Township Cemetery – three burials, mowed grass.

Other Duties:

Continued with hot tar on various roads.

Shouldering was started on some of the roads needing attention.

Class 5 was added and leveled off on 253rd and started to add some to Lake Fremont Rd.

Cut trees in different areas of the township that had fallen or were leaning in the right of way.

Helped out with the Lake Fremont road/bank project.

2.1 Mcalpine Driveway: Brandi Mcalpine was present to submit a Driveway Application for their unpermitted second driveway. Also discussed was the encroachment of the driveway in the D&U Easement. Engineer Davis directed to provide an Encroachment Agreement for the driveway. Township Attorney Gilchrist will then review it. Upon approval it will be signed and recorded with the Sherburne County Recorders Office. Hass/Hiller unanimous to grant an Encroachment Agreement to the Mcalpine's property for their second driveway with the requirement for a culvert in the D&U for the extension of the current driveway to the building site that will be constructed to allow the flow of water into the D&U Easement from 97th Street.

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

4.1 Clerk/Treasurer Report: Items of interest during the past month include: Reminder to Supervisors to make sure the Town Hall door is latched and locked if you enter outside of office hours; Town Hall keys and other items still not returned from former Supervisor Pool, IUP fee not paid. Hass/Hiller unanimous to direct Hammre to send Pool a Certified letter requesting that items are returned and fee paid immediately; our audit has been extended, waiting for the Fire District to complete their audit; the Township's current statistics are on the cover of each Supervisors binder

4.2 Approve payment of claims: Spencer/Hiller unanimous to approve payment of claims and payroll totaling \$96,156.78 as submitted from Bremer Bank, and to transfer \$98,000.00 from Savings to Checking to cover check numbers 21389 through 21439, and Electronic Fund Transfers (EFT) #160-163 (August) Federal, State, PERA and SUTA withholding tax.

4.3 Supervisor Reports: Hiller – Waste Management discussions progressing; the Zimmerman/Livonia Event Center Coordinator will arrange for more advertising to draw in more rentals. Kluge – no report. Hass – no report. Spencer – attended the Sherburne County Cannabis Meeting. Spencer reviewed the Cannabis Meeting PowerPoint presentation and answered questions. Spencer also stated that Sherburne County will encourage uniform rules in the County by working with cities and townships. Uniform rules will make enforcement easier for the Sheriff's Department.

5.1 Window Replacement Update: Maintenance Superintendent Kelly reported that the windows have been measured and ordered.

5.2 Sherburne County Driveway Request: Hammre spoke to Sherburne County Public Works who will allow Livonia Township to place an exit only driveway on County Road 39. The entrance driveway will be on 112th Street. This is consistent with the driveways at Fire Station One and allows for water loaded fire trucks to exit on the higher tonnage CR39.



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5.3 Sherburne County SW Violation Report: the report was provided with the status of Solid Waste (SW) Complaints and a map of their locations. We will receive a report with a map every 6 months.

5.4 Interchange Project Management Team Representative: this position is open with the recent resignation of Supervisor Kuker. Hass, previously the alternate representative, will be the Representative, Spencer will be the Alternate Representative.

5.5 Sherburne County Comprehensive Plan Comments: the Board members will each submit their comments or will send comments to Hammre by the September 1, 2023 deadline. Hiller commented that the land use designation for the Waste Management land meets the request of Waste Management.

5.6 Carp Study Lake Fremont, Conservation Tour: the Carp study has begun with electroshock, counting and marking Carp in several areas. Testing will continue in August and September. Also noted is the SCSWCD Conservation Tour which will visit Lake Fremont, highlighting the Carp Study. Livonia Supervisors and staff were encouraged to join the tour.

5.7 Resolution 23-08 Broadband Update: resolution to update the Broadband project to include all three areas being provided with broadband from Midco. Resolution passed by unanimous roll call vote.

5.8 Confirmation of the Fire District Lease Contract: the Board reviewed the contract and current prices for comparable rentals. Also discussed were the additional services Livonia Township provides including lawn mowing, snow removal, water, sewer, routine maintenance, and alarm services. These are services that the Fire District bills the townships served for at Fire Station One. After careful consideration of the current rental rates for similar buildings and the amenities provided, the Livonia Town Board determined that \$9.00 per square foot for rental is appropriate. Hiller/Kluge unanimous to change the rental fee to \$9.00/square foot. Hammre to send updates to township attorney Gilchrist to be effective for the 4th quarter of 2023.

Hass/Spencer unanimous to adjourn the meeting at 8:42 pm.

Approved this 25th day of September 2023.

Chairman or Vice Chairman

Clerk/Treasurer or Deputy Clerk/Treasurer