



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES  
HELD AT THE LIVONIA TOWN HALL  
SEPTEMBER 25, 2023

Supervisors present: Hass, Hiller, Kluge, Kukowski and Spencer.

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

Others Present: Davis, Wensman and Tessmer, Bogart, Pederson & Associates.

Chairman Hass welcomed new Supervisor Patti Kukowski and asked her to say a few words about herself. Supervisor Kukowski shared her past work experience, most recently working for Sherburne County Public Works.

**Chairman Hass called the meeting to order at 7:01 pm.**

**1.1 Pledge of Allegiance:** the assembly recited the Pledge of Allegiance.

**1.2 Approve Regular Meeting Agenda:** Hass stated that he would like to add Mcalpine Driveway to item 1.6 Engineering update. Spencer/Hiller unanimous to approve the Regular Meeting Agenda with the addition of Item 1.6 C) Mcalpine Driveway.

**1.3 Approve Consent Agenda:** Hass/Hiller unanimous to approve Consent Agenda Item A) August 28, 2023 Regular Meeting Minutes B) August 28, 2023 Workshop Meeting Minutes.

**1.4 Fire Report:** Chief Maloney presented the August Calls for Service as follows: 6 medical assist, 2 gas leak, 2 motor vehicle personal injury accidents, 4 carbon monoxide, 5 fire alarm, 1 vehicle fire, 1 outside rubbish fire, 2 residential house fire (minor, Zimmerman and Livonia). Chief Maloney also reported that the dance and open house were successful and well attended with over 800 people at the dance. Approximately \$14,000 was donated to the Fire Department. Hass asked about the truck repair, Maloney reported that repairs were made, \$11,000 for the pump and \$5,000 for the transmission. Repairs are completed.

**1.5 Sheriff's Report:** Sergeant Wilson presented the August Sheriff's Report: There were 218 calls for service including 2 burglary, 9 motor vehicle accidents, 16 medicals, 41 traffic stops, 21 security checks, and 15 requests for extra patrol. The rest of the calls were for miscellaneous reasons.

**1.6 Engineering Updates: Woodlands of Livonia roads** – discussion about the roads in the development. Drainage is an issue and should be corrected. Discussion getting drone footage to help visualize and plan improvements. Also discussion about the cost of the project because most of the roads have bituminous curbing, unique to this development, and some residents are vocal about not wanting the curbing removed. Hass/Hiller unanimous to direct township engineer to record drone footage over the roadways in the Woodland of Livonia development, cost not to exceed \$10,000. LRIP funding was discussed, a grant program for roads used to connect communities. 96<sup>th</sup> Street could be a candidate for the funding. Spencer/Hass unanimous to direct engineer Davis to put together an application for LRIP Grant funding for 96<sup>th</sup> Street. Mcalpine driveway and Drainage & Utility Easement encroachment. The need for the description of the D&U Easement, the legal E&U Easement Agreement needed from the Town Attorney, and recording the document was reiterated by Hammre, steps that will proceed when the legal description is provided.

Wes Davis, PE Engineer announced that he has accepted a position at Sherburne County as Assistant County Engineer. Craig Wensman, William Tessmer and John Bogart will handle the needs of Livonia Township.

**1.7 Planning Commission:** Hass – no report



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**1.8 Road Report:** Kelly provided the road report for the period August 20, 2023 through September 17, 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 42 – Chevy 3500 1-ton plow, going to list it for sale, asking price of \$39,900 upon Board approval. Discussion about where to advertise, request bids or not, lowest accepted bid or offer. Kukowski/Hass unanimous to direct Superintendent Kelly to proceed with advertising the truck on Facebook Marketplace, the website, etc.

Truck 43 Plow – Picked up truck from Nuss

Truck 45 Ford 1-ton – took possession of new truck. Had decals put on. New plow installed. The lights will be installed on October 9<sup>th</sup>.

Volvo Grader – Kevin and Butch met with Zach at Nuss to discuss transmission. Waiting on estimate. Hass added that Nuss has agreed to repair the transmission and install it for \$26,198.98. This price is reduced due to the payments Livonia Township has already made to the diagnosis and repairs on the transmission before Nuss determined that it needed to be rebuilt or replaced. Spencer/Kukowski unanimous to approve the grader transmission rebuild and installation by Nuss.

**Road Maintenance**

**Throughout township:** mowing all ditches. Final fall mowing. Spraying invasive Siberian Elm trees.

**Gravel Roads:** ongoing maintenance.

**Fremont Minimum Maintenance Road:** continuing to water grass.

**Woodlands Sub-Division:** doing repair work with hot tar.

**Shop Office**

General Cleaning. Had OSHA inspection. Waiting on report.

**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.

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**1.9 Park and Cemetery Report:** Aubart provided the following report: Reporting Period August 26<sup>th</sup>, 2023 to September 24<sup>th</sup>, 2023.

**Parks Maintenance:**

**North Point** – mowing grass continued.

**Sugar Bush Preserve** – Cleared the hiking trail with brush mower.

**Cemetery Maintenance:**

Livonia Township Cemetery – one grave site marked for a memorial service. Mowed grass and cut dead



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Cedar tree.

**Other Duties:**

Ditch mowing, tree trimming and cutting around township roads, hot tar applied, cleaned drains in the Woodlands, fire extinguisher maintenance was performed by Summit Fire on September 6 for the trucks, tractors and buildings of the township.

**2.1 OSHA:** Item already discussed in Maintenance Report, additional discussion about requesting a free periodic consultation to ensure that we are always compliant.

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

**4.1 Clerk/Treasurer Report:** Items of interest during the past month include: Sherburne County Auditor/Treasurer Office has received new election poll pads. Hammre explained that the poll pads were due for updating and Sherburne County pays for the upgraded poll pads, viewing it as a maintenance cost; we issued check #21440 for \$60,289.16 to Ford of Hibbing for the Ford F350 that Livonia ordered. The truck was delivered after the last meeting, missing the check approval deadline. Hass approved the transaction.

**4.2 Approve payment of claims:** Hass/Hiller unanimous to approve payment of claims and payroll totaling \$74,109.88 as submitted from Bremer Bank, and to transfer \$75,000.00 from Savings to Checking to cover check numbers 21440 through 21476, and Electronic Fund Transfers (EFT) #164-166 (September) Federal, State, and PERA withholding tax.

**4.3 Supervisor Reports:** Hiller - with Matt Kuker's resignation, the Township will need an alternate Fire Board member. Patti Kukowski volunteered to fill the position of alternate Fire Board member. Kluge – no report. Hass – no report. Spencer – no report. Kukowski – no report.

**5.1 SCAT Meeting Reminder Oct 4<sup>th</sup>:** the meeting will be held at the Sherburne County History Center in Becker at 6:00 pm.

**5.2 Sherburne County Driveway Request:** the permit for the driveway on CR 39 has been approved.

**5.3 Carp Study Lake Fremont:** Spencer, Kukowski, Kelly, Aubart and Hammre were present at the informational stop at Lake Fremont with a Carp Study demonstration during the annual Conservation Tour. When the study is complete, all participating entities will receive a report.

**5.4 New Website and Host Provider:** Hammre presented a spreadsheet comparing the best candidates for a new website and provider. Hammre directed to contract with her preferred provider, tcnet-works.

**5.5 Sherburne County Household Hazardous Waste Survey:** discussion about the possibility of Sherburne County installing a Hazardous Waste Collection site. Hammre to compile comments and submit on the questionnaire provided by Sherburne County.

**5.6 Supervisor Electronics:** the supervisors were asked who needed a laptop or ipad to use as a Supervisor. Also discussed was their new email addresses and how to navigate to them.

Hass/Spencer unanimous to adjourn the meeting at 9:00 pm.

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Approved this 23<sup>rd</sup> day of October 2023.

Chairman or Vice Chairman

Clerk/Treasurer or Deputy Clerk/Treasurer