



LIVONIA TOWNSHIP REGULAR BOARD MEETING MINUTES  
HELD AT THE LIVONIA TOWNSHIP HALL  
FEBRUARY 28, 2011

Supervisor Present: Doebler, Hass, Hewitt, Manthei and Sherper

Supervisors Absent: None

Staff Present: Clerk/Treasurer Spencer, Deputy Clerk/Treasurer Olson, Maintenance Coordinator Spencer

The Meeting was called to order at 7:00 p.m. by Vice Chairman Hewitt

The assembly recited the Pledge of Allegiance.

**1.2 Approve Regular Meeting Agenda:** Manthei requested Item 6.13 – discussion regarding zoning proposal be added to the agenda. Doebler/Sherper unanimous to approve the regular agenda with addition of Item 6.13.

**1.3 Approve Consent Agenda:** Manthei/Doebler unanimous to approve Consent Agenda as submitted: A) January 24, 2011 Regular Board Minutes; B) February 1, 2011 Workshop Meeting Minutes; C) February 1, 2011 Board of Audit Minutes; D) February 15, 2011 Special Meeting Minutes; E) Attendance at training sessions-Spring, Urban and Summer Short Courses, NATaT Annual Conference, Educational Conference and Annual Meeting. F) Local Board of Review and Equalization date/time – April 11, 2011 at 6:30 p.m. at the Livonia Town Hall

**1.4 and 3.1 Sheriff Report/Annual Sheriff Report to Livonia Township:** Sheriff Brott reported 113 total incidences in Livonia Township during January 2011. He presented the 2010 Annual Report of Sheriff Department activity in Livonia Township. In 2010 there were 1,744 total calls for service/arrests which represent a downward trend from 2008 and 2009. The calls for service/arrests are made up of traffic offenses/tickets/complaints, accidents/alarms/assists, medical/fire related calls, assaults/domestics, burglary/theft/fraud, narcotics, DUIs/felony traffic, criminal sexual conduct, death investigation, criminal damage to property and miscellaneous/minor consumption/runaway/disorderly conduct/ disturbing the peace complaints.

**1.5 Fire Report:** Chief Maloney reported 12 calls for service in January. The rescue truck was damaged during a call on Highway 169. Hass commended the firefighters for their professionalism in the handling of the Highway 169 call for service. The Department moved a pumper truck and grass rig into the new substation; the Relief Association is purchasing a refrigerator for the facility. Maloney requested authorization to obtain quotes for wireless service for the building. Doebler/Sherper unanimous to authorize Maloney to obtain quotes for wireless service. Maloney applied for a Fire Prevention Grant in the amount of \$11,000.

**1.6 Road Maintenance Report:** Coordinator Spencer reported tree limbs are encroaching into right of way at 117<sup>th</sup> Street & 269<sup>th</sup> Avenue. He plans to tag the trees with ribbon and send the necessary paper work to the affected property owner prior to trimming. As soon as roads clear, will look at areas slated for chip and crack repair. He reported there were some minor repairs to equipment.

**2.1 Clerk/Treasurer request for approval of payment of claims and transfer of funds:** Sherper/Doebler unanimous to approve payment of claims, including payroll as submitted, for payment of utility and interest bearing bills received after claim deadline and to transfer \$53,000 from savings to checking to cover claim numbers 5223-5260, check numbers 14221-14272 and electronic fund transfer number 2.

**3.2 Forest Health:** Gina Hugo, Resource Conservationist with the Sherburne Soil & Water Conservation District (SSWCD) was present to talk about Forest Health, particularly managing the spread of Oak Wilt. The same information can be obtained from SSWCD; 14855 Highway 10; Elk River, MN 55330 763 241 1170 ext 3 or sherburneswcd.org.

**3.3 Banking Service:** Mr. Haskamp with Peoples Bank of Commerce in Princeton informed Clerk/Treasurer earlier in the day he would not be able to attend this evenings meeting and requested to be included on the March agenda.

**3.4 Supervisor reports:** Doebler reported the Park Board is working with the consultant to determine trail routes for connection between the Sugarbush Park and the Great Northern Trail. The Rum River Recreation and Resources Board would like the Township to make comment on the Regional Trail and Open Space Corridor Plan ; will be placed on the March agenda for comment. There were no other reports.



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**4.1 Lake Fremont shoreline restoration.** Mark Basiletti with SSWCD and Jon Bogart, Town Engineer provided information about the restoration that would take in about 2040 feet of lakeshore and can be done over a two year period. It will be funded 75% with grant and other costs could be minimized or eliminated if Township were to do some of the work. There is a grant through the DNR for engineering which will be applied for through SSWCD. Bogart stated future road work on 120<sup>th</sup> will not affect the shoreline restoration. Basiletti has requested quotes for engineering; will bring back to April meeting for decision.

**4.2 Proposed Town Road Standards and 4.3 245<sup>th</sup>/97<sup>th</sup> Street Project:** Board is looking at the feasibility of the Local Road Reclassification Plan which was developed as a result of planning with Community Growth Institute. The Plan calls for narrowing of drivable road surface. Board asked for Bogart's opinion; he will gather information and forward by Monday March 7<sup>th</sup>. The Board is aware of the need to maintain safe roads, but is researching alternatives for more economic upkeep. Fire Chief also provided information regarding State Fire Code and requirements for movement of fire equipment. Chuck Marohn will present an overview of the concept at the Annual Meeting on March 8, 2011. The Board asked Bogart how an alternate plan would affect the 245<sup>th</sup>/97<sup>th</sup> project; there may be some savings; however easements are still needed in order to do the project. Easements from two property owners need to be signed. Board discussed their issues. The project plan has been approved by the Board.

**5 Open Forum:** There were no requests for open forum.

**6.1 Resolution approving agreed value coverage:** Board approved A Resolution Approved Agreed Value Coverage. The Town Board earlier agreed to obtain agreed value coverage from the Minnesota Association of Township Insurance Trust. Roll call-Doebler, Hass, Hewitt, Manthei, Sherper, yes; none opposed.

**6.2 A Resolution approving an increased property & casualty deductible:** Board approved Resolution approving an increased property & casualty deductible. Roll call: Doebler, Hass, Hewitt, Manthei, Sherper, yes; none opposed.

**6.3 2011 Prairie Restoration Management Contract:** Hass/Hewitt unanimous to table decision on the contract to the March meeting. Manthei will contact Soil and Water for a quote as they offer same services.

**6.4 Approve proposed 2012 levy and agenda for presentation at the annual meeting:** Hass/Doebler unanimous to approve the proposed 2012 levy and the 2011 meeting agenda for the annual meeting on March 8, 2011.

**6.5 Tax exempt properties discussion:** Hewitt has researched tax exempt properties in the Township. The properties receive services without paying taxes. He provided some information regarding options for payment in lieu of taxes. Hewitt will provide a draft for the March meeting.

**6.6 Snow plow policy:** At the January meeting the Board asked staff to review language in the current policy with reference to authorized use of the plow equipment. It was determined the current policy contains sufficient language regarding use of the plow equipment. No action was taken to revise policy.

**6.7 Hall and office furnishings:** No action taken regarding additional table in the meeting hall or entry mats-will research further and bring back to March meeting.

**6.8 Maintenance building/open house:** Hass/Doebler unanimous to authorize Clerk/Treasurer to expend up to \$1,000 to remedy the water conditioner issue in maintenance building. May 21<sup>st</sup> from 11:00 a.m. to 3:00 p.m. is tentatively set for open house; will confirm at March meeting.

**6.9 RFP's for professional services:** Hewitt/Hass unanimous to authorize Clerk/Treasurer to send request for proposals for engineering and legal services. The Board would like RFP's for professional services to be sent every three years. Board will review RFP's at the March meeting.

**6.10 Updates and other items:** a) April newsletter: Newsletter will go out in April to provide cleanup day information; Board was asked to provide other items of interest.

**6.11 Final approval of Aimes Interim Use Permit (IUP):** Was recorded for the official record. Hewitt/Doebler unanimous to approve Aimes Interim Use Permit for a home business in an accessory building, automotive repair and service (no auto body repair) was approved by the Sherburne County Board of Commissioners on January 4, 2011. Copy of the approval and conditions of approval are on file in the Sherburne County Zoning Office.



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**6.12 Final approval of Palmer Conditional Use Permit (CUP):** Was recorded for the official record. Hewitt/Sherper unanimous to approve Palmer Conditional Use Permit for an auto body repair shop in a commercial district was approved by the Sherburne County Board of Commissioners on February 1, 2011. Copy of the approval and conditions of approval are on file in the Sherburne County Zoning Office.

**6.13 Zoning proposal:** Manthei expressed concern and offered comment regarding amendment to zoning ordinance being proposed by Chuck Marohn. Discussion followed. Before any changes are made, the Board agreed a meeting with the County officials will be in order for their input. No action taken.

Hass/Hewitt unanimous to adjourn meeting at 10:00 p.m.

Dated this 28th day of March 2011

*Don Sherper*

Chairman or Vice Chairman

*Kew Spencer*

Clerk/Treasurer or Deputy Clerk/Treasurer