

## BALDWIN TOWNSHIP SPECIAL WORKSHOP MEETING

September 28, 2009

**Present** – Supervisors Larry Handshoe, Jeff Holm, Jim Oliver and Jay Swanson. Bryan Lawrence arrived at 5:08 p.m.

**Call to Order** – The Baldwin Township special workshop meeting of September 28, 2009 was called to order by Chairman Jeff Holm at 5:02 p.m.

**Pledge of Allegiance** – All present recited the Pledge of Allegiance.

**Discuss Water Rescue Equipment Status** – Jay Swanson questioned what the board wants to do with the equipment. The trailer, valued at \$1,384.50, was donated by the sheriff's office. The fire department has determined that whatever the board wants to do with the equipment they will go along with the decision. It was determined that equipment inventoried from the trailer and the trailer is worth \$20,398.40 and is in good repair and working order. No further action taken until review of what Ken Bayliss' opinion will be concerning the equipment. *interior*  
*C. Stevens,*  
*Clark*  
*Treasurer*

**Discuss Railside Road Issues** – Swanson informed the town board that the asphalt on 318<sup>th</sup> Avenue is only ½ inch thick and done approximately 14 years ago. It was determined to patch 318<sup>th</sup> Avenue at this time; then readdress the issue next year. There was discussion regarding the small size of the cul-de-sac which will also be addressed again next year.

**Headwalls – Penalties, Deadlines & Actions by Board** – Swanson informed the board that already 77 violations concerning headwalls were documented on the east side of the township. Inspection of the west side is not finished. Letters to the residents in the past have not been authoritarian enough. There was discussion concerning having a date when the township will come and take the headwalls out, informing the property owners of the new ordinance, whether the letters should be made official from the attorney rather than the township, and whether the letters should be certified mail. There also was discussion regarding looking into what to do with the materials that are taken down. A 4:1 slope headwall would need to be installed and fixed to the township's standards.

**Road Grading Bidding** – There was discussion regarding advertising and obtaining bids for approximately 5.7 miles of gravel road within the township for next year.

**Township Engineer Bidding** – Swanson suggested a request for proposal regarding engineering services for the township.

**127<sup>th</sup> Street – Discuss Report from Jon Bogart & Discuss Options** – The easement exhibit from Jon Bogart was reviewed concerning the temporary cul-de-sac at 127<sup>th</sup> Street. Swanson will work with Bogart on this issue.

**Strategic Planning Committee – Set to Task of Comprehensive Plan & Planning & Zoning Inception** – Swanson stated that he feels the first task of the Strategic Planning Committee should be planning and zoning with specific questions asked and then let them find out the information. There will be a joint meeting in October. The goal for 2009 was to advocate for a comprehensive plan to ensure the township's future. The Comprehensive Plan Committee had fizzled out. Lawrence stated that the township did have a Planning and Zoning Committee. The information from this committee will be forwarded to the Strategic Planning Committee for their use.

**Economic Development** – Economic Development, according to Holm, is tied together with the Business Retention Expansion Plan. He said that the short term goal is doing a business retention expansion plan with the University of Minnesota extension program. They generally work with cities, but are interested in working with townships, too. If there are 30 businesses in a commercial area, 12 – 15 may be appropriate for a business retention expansion plan. He said the a township team could actually go out and do interviews to identify what exists, and get more accurate data on what the compliments and constraints are about the township. More information will be made available as received.

**Business Retention Expansion Plan** – See above.

**Land Use** – Land Use options and Urban Services actually go together. There is criticism of the 169 task force along the 169 corridor. Holm would like engineers to come in and talk about developing a specified site. It's great for the township to have high standards, but with land use options and limited services, the township is pricing themselves out of seeing anything done. It would be a good idea to look at different ideas and compare them to the county's agreement in regards to planning and zoning.

**Urban Services** – A good example, according to Holm, is the trailer court and septic issues.

**Fire Department Elections** – Fire department elections will be placed on the October agenda. There is no better barometer to determine if the positions are being earned. The Town Board is only involved in appointed a chief. The elections will be at the town hall with election judges, and the results ratified by the town board. The fire chief and his department will be made aware of what has been discussed.

**Discuss Park Property Maintenance Issues (Authorized Work Only)** – Swanson stated that the issue of maintenance going out and doing some work then the board questions which fund their wages should come out of should be cleared up. Specifically, park maintenance and wages. Terry Carlile stated that they had spent a lot of time trying to create a yard and they do the work the same time as they work on the cemetery. Holm stated that the park does not need to be mowed as much as the cemetery and trees were removed from the park prior to talking to board members. Better communication is needed. A schedule for mowing the park should be

determined for next year. Discussion regarding the maintenance employees having multiple time cards for each project for the month.

**Discuss Supervisor Access to Township Attorney** – After much discussion, this item will be added to the October regular town board meeting agenda.

**Schedule Next Workshop** – The next workshop is scheduled for October 26, 2009 at 5:00 p.m.

**Adjourn** – Handshoe/Swanson unanimous to adjourn at 7:25 p.m.



Submitted By: (s/) Cathy Stevens  
Clerk/Treasurer  
Baldwin Township



Approved By: (s/) Jeffrey Holm  
Chairman, Board of Supervisors  
Baldwin Township

Attendees: Dennis Lindberg, Ross Perry, Elaine Philippi, Terry Carlile, Rodney Kriesel