

BALDWIN TOWNSHIP REGULAR MEETING

September 13, 2010

Present – Supervisors Larry Handshoe, Jeff Holm, Jim Oliver, Tom Rush and Jay Swanson.

Call to Order – The September 13, 2010 regular meeting of Baldwin Township was called to order by Chairman Jeff Holm at 7:02 p.m.

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

Additions/Corrections to Agenda – Under “New Business” letter ‘h’ Oliver requested adding “Workshop for September 29 for Truck Committee”.

Approval of Regular Meeting Agenda With/Without Additions/Corrections – Swanson/Handshoe unanimous to approve the regular meeting agenda with the addition but no corrections.

August 2010 Final Treasurer’s Report – The clerk/treasurer reported receipts of \$4,931.82 and disbursements of \$176,075.98, check numbers 14835 – 14883 and 6 EFT payments leaving a balance of \$586,268.24. The August 2010 final treasurer’s report was accepted subject to audit.

September 2010 Preliminary Treasurer’s Report – The clerk/treasurer reported receipts of \$6,675.63 and disbursements of \$43,934.46, check numbers 14884 – 14948 and 5 EFT payments leaving a preliminary balance of \$549,181.43.

Approval of Consent Agenda – After correcting spelling errors in the July 22, 2010 minutes; spelling and grammar errors in the August 2, 2010 minutes; and spelling errors in the August 24, 2010 minutes Swanson/Handshoe unanimous to approve the Town Board Meeting Minutes of July 22, August 2, August 12, August 18, August 24, August 26 and August 31, 2010; Approve the State Cooperative Purchasing Venture Agreement Renewal; Approve Rescinding Motion Adopting Employment Manual Dated March 1, 2005; Approve Resolution No 10-08; Resolution Authorizing a Township Absentee Ballot Board; and Approve Purchasing New Time Clock.

Sheriff’s Report – It was reported in August there were 157 calls for service and 20 traffic stops.

Open Forum for Citizens - Blane Ding, 293rd Avenue, was present with questions regarding the Elk Lake beaches. Mr. Ding stated that Baldwin Township claimed the beaches in 2004. He had found 5 out of 7 property owners whose abstracts stated that they own part of the beach. There should be no dispute who the “community” is as is listed on the plat. Mr. Ding had talked to the township engineer about buffering. Swanson replied that the drawing looked clever and inexpensive. The board will look to see what the cost would be. Holm stated that approving the township attorney to

Research the ownership is on tonight's agenda. Mr. Ding stated that the road is still a problem. Swanson stated that the township missed the boat on a grant that would have been available in conjunction with Sherburne County Soil & Water. Mr. Ding stated that the township engineer's estimate for a buffer was \$4,000-\$5,000. Swanson replied that it would hinge on the township budget and what the board finds out from the township attorney. If not our property there would be nothing we could do.

Mark Otis, 282nd Avenue, who has been snowplowing for the township for the last 3 years, indicated that he would be willing to donate his own hours if the township would donate equipment to plow out any service person's driveway. Holm responded that the township generally can't use township equipment on private property. It may be permissible but not a free service. The clerk will contact the Association of Townships for the answer.

Wade Ficek, 97th Street, is asking the board to please pass a noise ordinance.

CONDITIONAL & INTERIM USE PERMITS:

Annual Review for a Home Automotive Repair Shop – Since no calls or complaints have been received, Handshoe/Swanson unanimous to approve the annual review for Keith and Donna Holland's automotive repair shop.

Annual Review of a Retail Nursery & Office Space – Swanson/Handshoe unanimous to approve the annual review of Prairie Restorations, Inc. for a retail nursery and office space for their corporate headquarters.

PLATS:

Baldwin Estates, Review Options Presented by Township Attorney – Swanson reviewed the options presented by the township attorney. He said there is no problem with the road; regardless the final plat has not been approved. In Swanson's opinion it's unfair to every other taxpayer because of this loophole. The county should be contacted not to issue any building permits until this situation is resolved. The township attorney will be asked to pen another letter.

OLD BUSINESS:

Fire Department Report – Chief Rademacher reported there were 14 calls in the month of August. The tentative time for the open house is on Saturday October 9th is from noon to 4:00 p.m. The Board of Officers discussed adding some positions such as community relations and a lieutenant position for building issues. Rademacher indicated that he did not think this needed township board approval since these positions are not supervisory or paid positions. It would be a chance for individuals to get a taste of leadership, and to see if they may be interested in taking a leadership position in the future. The training officer and the administrative assistant have resigned. Rademacher questioned if it was required that the administrative assistant be

... the fire department. Swanson replied that he believed it should be a member of the department. Oliver stated that, ideally it would, but if nobody steps up, it would just be someone taking notes at meetings. Rush agreed with Oliver. Holm stated that he would like more time to think about it. Rademacher stated that, if confidential, that person would more than likely be dismissed if that person was not on the department. They need someone with somewhat proficient typing skills. Swanson stated that Rademacher should pick a person and make them the secretary, but they should be a member of the department. Holm suggested adding the item to the October agenda.

Since the carpet in the fire department day room is heavily worn, Rademacher asked if bids could be taken for replacement with a linoleum product. It was agreed that bids would be obtained and brought forward for township board approval.

Scheduling the E3 meeting has been added to tonight's agenda under new business. In late August 4 pagers went down at one time. Repairing them would have taken 2-3 weeks. Two new pagers were ordered, which came in over the \$1,000 mark. It was an emergency necessity to order this equipment. At last night's fire department meeting, it was recommended to replace up to 7 new sets of turn out gear at an approximate cost of \$9,000. The gear is 9 years old and it is recommended to be replaced every 6-7 years. Replacements will be based upon need. A new system at the county would allow laptop computers to Google the map when paged out. The sheriff department will pay for the service for one year and the department will be receiving three computers at no charge from the state. The department trained with the City of Princeton last weekend. The department has been approached by Beaudry Oil with Ridgewood Bay wanting to put in a 1,000 gallon gas tank. The state gives the fire chief authority to override state guidelines. At this time he would not override any state guidelines. The state is recommending a 500 gallon tank. It would be an above ground tank. Holm suggested that the clerk check it out with the county and not go ahead until the October meeting.

Approve/Disapprove \$3,000 Disbursement for Cutting Tools – Swanson/Handshoe unanimous to approve \$3,000 for a cutter, spreader and pump.

Discuss Selling Water Rescue Equipment – Since the lawsuit has ended, the fire department would like to use the trailer that the water rescue equipment is stored in. Swanson and Oliver will try to find out what the items are worth. Add item to October agenda.

Relief Association Report – Oliver reported a balance of \$263,922.44 in the Relief Association fund. It was approved at the Relief Association meeting to increase benefits from \$680 to \$2,000. Since it's uncertain if the township board needs to ratify this action, Swanson suggested further checking and placing this item on the October agenda.

Visioning Committee Update – Oliver said there was discussion regarding the Frisbee Golf Park and other projects.

Park Committee Report – Holm reported that even though a light pole has been erected, Connexus has not yet put power in.

Approve/Disapprove Township Engineer to Conduct Park Survey – Swanson/Rush unanimous for approval to have the township engineer conduct a park survey.

Regional Park Committee Update – Oliver reported that meeting dates are being set up in order to get public input on what is wanted in our communities.

Sandy Lake Access Encroachments Update & Beach Issue – Swanson suggested putting this item on the agenda for next spring. There are culvert issues with an estimate from Bogart, Pederson for \$12,774.20 to replace the culvert.

Approve/Disapprove Sandy Lake and/or Elk Lake Beach Maintenance Funding from Park Fund – Swanson/Oliver unanimous to approve \$1,000 to be taken from the Park Fund and used for Sandy Lake beach issues and maintenance in the spring of 2011.

Road Report – Swanson reviewed the 2010 road projects that are on the whiteboard in the town hall. The chipsealing has been completed. The 285th Avenue road project is scheduled to begin the 20th of September. Belmont Ridge is complete along with the cracksealing. We don't have a final total for hot patching. Striping needs to be completed on 125th Street, East Elk Lake Road and 285th Avenue (when 2nd lift is being done).

Discuss Rehiring Snowplow Drivers, Require New Applicants or Rehire from Last Years List – It was suggested to use the same people as last year if available. If not, post and rehire. Put on the October agenda for approval.

County Planning & Zoning Report – No update.

Status of 2010 Road Projects Per Capital Improvement Plan – See Road Report above.

Joint Committee with City of Princeton Status – No meeting held.

Approve/Disapprove Road Project Expenditure Limit – Handshoe/Oliver unanimous to approve a limit of \$2,000 for road project expenditures.

Approve/Disapprove Headwall/Obstruction Course of Action – Swanson/Handshoe unanimous to table, and set a date for a workshop.

TABLED ITEMS: None.

NEW BUSINESS:

Approve/Disapprove Attorney Research, Elk Lake Beach Ownership –
Swanson/Oliver unanimous to approve having the township attorney do research on Elk Lake beach ownership.

Approve/Disapprove Applying for Grant, Rain Garden for Elk Lake Landing & 142nd Street – Unfortunately the deadline has passed on this round of grants, although Swanson/Handshoe unanimous to approve applying for the next round in a timely manner.

Approve/Disapprove Elk Lake Landing Concept Plan & Cost Estimate –
Swanson/Oliver unanimous to table.

Approve/Disapprove DNR Request for Access Agreement – Swanson/Handshoe unanimous to approve DNR request for an Access Agreement.

Approve/Disapprove Attending Fall Maintenance Expo – Swanson/Handshoe move to approve having Terry Carlile, Louis Christen, Jay Swanson and Larry attend the Fall Maintenance Expo. Jeff Holm is opposed. Motion carried.

Approve/Disapprove Purchasing Filing Cabinets – Swanson/Handshoe unanimous to approve purchasing two (2) lateral filing cabinets.

Approve/Disapprove Clerk's Request for Vacation – Swanson/Handshoe unanimous to approve the clerk's request for vacation.

Workshop for September 29 for E3 Truck Committee – Scheduled for September 29 at 7:00 p.m.

ANNOUNCEMENTS:

- TH 169 & TH 10 Advisory Committee Meeting, Thursday, September 16, 1:00pm, Elk River City Hall
- Curbside Chat with City of Princeton, Tuesday, September 21st, 7:00 pm, Baldwin Town Hall
- District 7 Meeting, Thursday, September 23rd, 7:00 pm, Anoka Ramsey Community College

ANY OTHER BUSINESS:

Jeff Holm announced he is going to step down as chair effective immediately. Swanson/Handshoe nominates Jim Oliver for chair. Rush/Oliver nominates Jay Swanson for chair. Nominations are closed. In favor of Jim Oliver are Swanson, Handshoe and Holm. In favor of Jay Swanson are Oliver and Rush. Jim Oliver is elected chair of Baldwin Township.

Jeff Holm announced he would like to step away from the Park Committee and made a recommendation for Tom Rush to be Liaison. Swanson seconded the nomination. Motion carries.

Jeff Holm announced he would like to step away from being the county planning commission representative for Baldwin Township. Bryan Lawrence is the alternate. Holm would like to recommend that the alternate be the primary representation for the rest of the term, and appoint another alternate. Holm/Swanson unanimous to nominate Bryan Lawrence as primary representative and Jay Swanson as alternate.

Holm reported that there is a dispute over property formerly belonging to the township. He would like the township board to consider investigating namely the fencing material from the cemetery. The clerk will look in the minutes of the 1990's for any information.

Motion to Approve Bills for Payment – Swanson/Handshoe unanimous to approve check numbers 14884 through 14948 and 5 EFT payments totaling \$43,934.46 for payment.

Adjourn – Handshoe/Swanson unanimous to adjourn at 9:22 p.m.


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


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

Attendees: Christi Miller, Tech Huntington, Keith Holland, Blane Ding, Lester Kriesel, Wade Ficek, Mark Otis, M.C. Ziemer Teri Loudon, Bob Weeks, Brain Bumgarner, Joyce Blesi

AUGUST 2010

FINAL

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CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
Auto	EFTPS	941 tax deposit - july	\$3,088.84	\$937.27	\$347.39					\$1,804.18
Auto	MN Dept of Revenue	july tax deposit	\$210.82	\$145.94	\$63.50					\$1.38
14835	ASTECH Corp.	cracksealing	\$67,289.72		\$67,289.72					
14836	AT&T Mobility	cell phones	\$122.06							\$122.06
14837	Bank of Elk River	fire truck payment	\$6,713.33					\$6,713.33		
14838	Bogart Pederson	engineering fees	\$7,420.00			\$7,420.00				
14839	Boyer Trucks	truck repair	\$362.06		\$362.06					
14840	Cathy Stevens	mileage	\$37.95	\$37.95						
14841	Central Hydraulics	truck parts	\$160.00							\$160.00
14842	Comm Asphalt	hot mix	\$376.05		\$376.05					
14843	Connexus Energy	electric utilities	\$176.46							\$176.46
14844	Connexus Energy	electric utilities	\$167.79	\$167.79						
14845	IKON Office	copy machine maintenance	\$149.55							\$149.55
14846	IKON Office	copy machine lease	\$641.25	\$641.25						
14847	Kennedy & Graven	attorney fees	\$604.50	\$604.50						
14848	Lemke Signs	truck graphics	\$825.00							\$825.00
14849	M-R Sign Co.	road signs	\$398.26		\$398.26					
14850	Office Depot	office supplies	\$242.10	\$240.04						\$2.06
14851	Peoples Bank	cert of indebt final payment	\$70,414.50					\$70,414.50		
14852	Petty Cash	postage	\$88.00	\$88.00						
14853	Princeton Rental	chain saw & parts	\$573.36		\$573.36					
14854	Roland Thompson	animal control	\$825.00	\$825.00						
14855	West Branch	sweeping & 99 1/2 st	\$2,628.75		\$2,628.75					
14856	Lester W. Kriesel	cemetery caretaker	\$50.00						\$50.00	
14857	Michael Kaden	wages (jan-june)	\$70.55							\$70.55
14858	Callen Watson	wages (jan-june)	\$66.67							\$66.67
14859	AT&T Mobility	cell phone	\$46.60		\$46.60					
14860	Bogart Pederson	engineering fees	\$125.00			\$125.00				
14861	ECM Publishers	legal notices, envelopes	\$319.24	\$319.24						
14862	Essig Construction	road grading	\$845.00		\$845.00					
14863	George Claassen	cut four fields	\$350.00			\$350.00				
14864	Jim Oliver	mileage	\$14.00	\$14.00						
14865	Louis Christen	reimbursement	\$30.65		\$30.65					
14866	Marys True Value	supplies	\$169.96	\$98.23	\$22.63					\$49.10
14867	Patricia Skarohid	wolf ridge 2nd escrow refund	\$2,717.50	\$2,717.50						
14868	Qwest	telephone & internet	\$232.71							\$232.71
14869	Qwest	telephone & internet	\$180.42	\$180.42						

AUGUST 2010

FINAL

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
14870	BlueCrossBlueShield	health - september	\$649.50		\$649.50					
14871	U.S. Bank	credit card charges	\$248.74	\$248.74						
14872	Jim Oliver	wages	\$503.30	\$503.30						
14873	Tom Rush	wages	\$291.78	\$291.78						
14874	Jeff Holm	wages	\$471.49	\$471.49						
14875	Jeff Holm	mileage	\$155.00	\$155.00						
Auto	PERA	town board contribution	\$140.20	\$140.20						
14876	Terry Carille	wages	\$288.93		\$288.93					
14877	Louis Christen	wages	\$409.75		\$409.75					
14878	Cheryl Dobson	wages	\$33.92	\$33.92						
14879	Cathy Stevens	wages	\$1,388.04	\$1,388.04						
Auto	PERA	employee contribution	\$324.19	\$246.67	\$77.52					
Auto	MIN Dept of Revenue	fuel tax - july	\$55.28		\$55.28					
14880	Terry Carille	wages	\$187.59		\$187.59					
14881	Louis Christen	wages	\$430.34		\$430.34					
14882	Zachary Good	wages	\$59.40		\$59.40					
14883	Cathy Stevens	wages	\$1,402.44	\$1,402.44						
Auto	PERA	employee contribution	\$302.44	\$243.40	\$59.04					
		totals	\$176,075.98	\$12,142.11	\$75,201.32	\$7,545.00	\$350.00	\$77,127.83	\$50.00	\$3,659.72

SEPTEMBER 2010

PRELIMINARY

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CLAIMS										
CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
14884	Terry Carille	wages	\$322.96		\$322.96					
14885	Louis Christen	wages	\$516.74		\$516.74					
14886	Cheryl Dobson	wages	\$69.90	\$69.90						
14887	Cathy Stevens	wages	\$1,267.31	\$1,267.31						
Auto	PERA	employee contribution	\$313.84	\$229.73	\$84.11					
14888	AT&T Mobility	cell phone	\$119.15							\$119.15
14889	AT&T Mobility	cell phone	\$47.62		\$47.62					
14890	Bogart Pederson	engineering	\$10,125.00			\$10,125.00				
14891	Calvin Schmock	election judge & mileage	\$125.00	\$125.00						
14892	Carlson Tractor	supplies	\$379.43		\$379.43					
14893	Cathy Stevens	mileage	\$41.10	\$41.10						
14894	Central Hydraulics	supplies	\$765.00		\$765.00					
14895	Circle 9	fuel	\$251.37		\$120.71					\$130.66
14896	Connexus Energy	electric utilities	\$185.49							\$185.49
14897	Connexus Energy	electric utilities	\$187.68		\$187.68					
14898	Donald Larsen	janitorial service - august	\$150.00							\$150.00
14899	East Central Sanitation	garbage service - 2 months	\$91.96	\$45.98						\$45.98
14900	Eggers Bulk Service	fuel	\$1,399.45		\$1,112.06					\$287.39
14901	Essig Construction	road grading & class 5	\$4,345.00		\$4,345.00					
14902	Finken Great Glacier	water cooler rent & water	\$49.29		\$49.29					
14903	Gloria Semke	election judge & mileage	\$124.00	\$124.00						
14904	Heather Savage	election judge & mileage	\$127.50	\$127.50						
14905	KON Office Solutions	copy machine maintenance	\$1,405.30	\$1,405.30						
14906	Jim Oliver	mileage & reimbursement	\$95.73	\$95.73						
14907	Jerry Mueller	election judge & mileage	\$227.00	\$227.00						
14908	Jesse Ewert	tree trimming	\$380.74		\$380.74					
14909	Joyce Mueller	election judge	\$190.00	\$190.00						
14910	Kennedy & Graven	attorney fees	\$860.25	\$860.25						
14911	Kimberly Good	election judge & mileage	\$136.00	\$136.00						
14912	Knife River	104th street final payment	\$3,524.57		\$3,524.57					
14913	Krista Takemoto	election judge & mileage	\$39.00	\$39.00						
14914	Laura Beck	election judge & mileage	\$107.50	\$107.50						
14915	Lester Kriesel	election judge, mileage, ceme	\$261.00	\$211.00					\$50.00	
14916	Mari Owens	election judge & mileage	\$107.50	\$107.50						
14917	Marvs True Value	supplies	\$291.84	\$112.38	\$99.67					\$79.79
14918	Midwest Fire	supplies	\$625.15							\$625.15
14919	Nancy Dorweiler	election judge & mileage	\$225.00	\$225.00						

SEPTEMBER 2010

PRELIMINARY

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
14920	Neft Auto Supply	supplies	\$543.64		\$543.64					
14921	Office Depot	office supplies	\$40.41	\$40.41						
14922	Petty Cash	postage	\$92.20	\$92.20						
14923	Plaistad Companies	class 5	\$359.83		\$359.83					
14924	Princeton Animal Clinic	animal impounding - 2 months	\$1,164.61	\$1,164.61						
14925	Princeton Electric	electrician	\$130.78	\$130.78						
14926	Princeton Township	road grading	\$250.00		\$250.00					
14927	Qwest	phone & internet	\$232.76							\$232.76
14928	Qwest	phone & internet	\$179.89	\$179.89						
14929	BlueCrossBlueShield	health - october	\$649.50		\$649.50					
14930	Richard Harris	election judge & mileage	\$129.00	\$129.00						
14931	Sharon Hovorka	election judge	\$90.00	\$90.00						
14932	Sharon Matz	election judge & mileage	\$198.55	\$198.55						
14933	Tad Karnolz	gopher - 19 pair	\$38.00	\$38.00						
14934	Vicki Angstman	election judge & mileage	\$109.00	\$109.00						
14935	West Branch Const	belmont ridge work	\$1,526.50		\$1,526.50					
14936	Larry Boeke	wages (july-aug)	\$339.38							\$339.38
14937	Gene Ludwig	wages (jan-june)	\$104.26							\$104.26
14938	Mike Rademacher	wages (july-aug)	\$392.22							\$392.22
14939	Larry Handshoe	wages	\$290.50	\$290.50						
14940	Jim Oliver	wages	\$441.56	\$441.56						
14941	Jay Swanson	wages	\$354.62	\$354.62						
Auto	EFTPS	941 tax payment - august	\$1,330.13	\$934.65	\$372.72					\$22.76
Auto	MN Dept of Revenue	tax withholding - august	\$222.27	\$158.58	\$63.69					
14942	Jeff Holm	wages	\$755.88	\$755.88						
14943	Thomas Rush	wages	\$377.85	\$377.85						
14944	Bogart Pederson	engineering	\$1,895.00			\$1,895.00				
14945	Jeff Holm	mileage	\$119.50	\$119.50						
14946	Princeton Rental	supplies	\$43.12		\$43.12					
14947	Reliance Electric	young park	\$1,750.00			\$1,750.00				
14948	Thomas Rush	mileage	\$71.00	\$71.00						
Auto	PERA	town board contribution	\$205.00	\$205.00						
Auto	MN Dept of Revenue	fuel tax	\$26.13		\$26.13					
		totals	\$43,934.46	\$11,865.73	\$15,533.74	\$12,020.00	\$1,750.00	\$0.00	\$50.00	\$2,714.99