

## BALDWIN TOWNSHIP REGULAR MEETING

March 1, 2010

**Present** – Supervisors Larry Handshoe, Jeff Holm, Bryan Lawrence, Jim Oliver and Jay Swanson.

**Call to Order** – The March 1, 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** – Added to New Business under 'k' "Leave of Absence Form" and 'l' "Annual Meeting Agenda Request".

**Approval of Regular Meeting Agenda With/Without Additions/Corrections** – Lawrence/Handshoe unanimous to approve regular meeting agenda with additions and no corrections.

**February 2010 Final Treasurer's Report** – The clerk/treasurer reported receipts of \$2,195.39 and disbursements of \$42,914.14, check numbers 14371-14458 and 6 EFT payments leaving a balance of \$554,767.35. The February 2010 final treasurer's report was accepted subject to audit.

**March 2010 Preliminary Treasurer's Report** – The clerk/treasurer reported receipts of \$41,365.05 and disbursements of \$41,495.76, check numbers 14459-14502 and 2 EFT payments leaving a preliminary balance of \$554,831.37.

**Sheriff's Report**– According to Sergeant Wilson's report there were 176 calls for service in the month of February.

**Approval of Consent Agenda** - Oliver/Handshoe unanimous to table the minutes of February 16, 2010 since Oliver has not had a chance to listen to the meeting tape.

Swanson/Handshoe unanimous to approve the minutes of December 7, 2009, February 1, 2010, February 8, 2010 and February 9, 2010.

**Open Forum for Citizens** - Wade Ficek, 97<sup>th</sup> Street, reported there still is a problem with truck noise. Deputy Schanen was present to listen and address this complaint. Technically the owner can park the truck in his yard, but since there is no noise ordinance in the Township of Baldwin, he asked the owner to try to refrain from operating the vehicle between 10:00 p.m. and 6:00 a.m. It appears as though he is not complying with the request. Since the Ficek's are the only ones who have complained, they do have the option of pursuing a civil action. Deputy Schanen will check into whether this would fall under the Sherburne County nuisance ordinance, otherwise Baldwin Township may want to look into creating one of their own.

Elaine Philippi, 127th Street, asked if the cemetery caretaker's position is as an employee of the township, is there a job description and what the duties entail. This will be addressed under 'g' of Old Business.

**2009 Audit Presentation** – Steve Wischmann, Kern, DeWenter, Viere presented an overview of the 2009 township audit.

**Sherburne Soil & Water Conservation District Services** – Holm/Swanson unanimous to move Sherburne Soil & Water Conservation District Services from letter 'a' of New Business to the first item under Old Business.

#### **OLD BUSINESS:**

**Sherburne Soil & Water Conservation District Services** – DeAnna Doran, general manager, along with Bill Bronder, were present. She announced several upcoming events. Bill Bronder, resource conservationist for the district, discussed the Green Acres program.

**Fire Department Report** – Chief Torborg reported that the department had 9 calls in the month of February. The fire department is looking into a fundraiser to purchase address signs. This would have to go through the Relief Association. An estimated quote of \$31,000 has been received from Gopher Sign Co. which does not include installation. Sherburne County has made an effort with the sheriff's office and the fire department to form an arson investigative team. Three (3) grants have been put in for. It was requested of the board if the arson team could use the fire department's trailer until and if the grant is received. Swanson/Handshoe unanimous to add this item to the April agenda. According to Chief Torborg it's not feasible to use a time clock at the fire department. (The time clock issue is later on the agenda).

**Ratification of Fire Department Election Results** – Handshoe/Swanson motion to approve the ratification of the fire department election results. Motion carried with Lawrence abstaining. Swanson said it's a new beginning with new rules and regulations. Everyone is on board to make this a workable situation. It's the desire for the outgoing administration to help the incoming administration. It's firmly believed the right thing has been done.

**Approve/Disapprove Election Effective Date** – Handshoe/Swanson motion to approve having the new fire administration take over on March 7, 2010. Motion carried with Lawrence abstaining.

**Relief Association Report** – Oliver reported the ending 2009 balance for the Relief Association as being \$245,874.64. That is a 16.09% year-to-date return.

**Park Committee Report** – Lester Kriesel will have electrical quotes by the next meeting.

**Approve/Disapprove Rum River Recreation & Resource Board Joint Planning Agreement** – Since the agreement binds an entity for a year, Swanson/Handshoe unanimous to disapprove the Rum River Recreation & Joint Planning Agreement at this time. Oliver will bring the agreement back to the Rum River Recreation and Resource Board at their next meeting.

**Approve/Disapprove Payment for Township Volunteers** – Holm explained that this issue pertains to Elaine Philippi's questions regarding the cemetery caretaker. Lester Kriesel gave an overview of his duties as cemetery caretaker. He stated that he has had the job for 13 years. He read an excerpt from the Baldwin Township Regular Meeting, November 3, 1997 page 3, second paragraph: *"Report – Louis Pfiefer suggested Lester Kriesel take over the cemetery duties. Louis Pfiefer motioned Lester Kriesel be designated caretaker of cemetery records and plot locations. Jess Hall seconded. All in favor. Motion carried."* Swanson/Handshoe unanimous to develop a cemetery caretaker employee position with a stipend of \$50 per month, and to be filled by the current caretaker, Lester Kriesel. Duties will be developed by the cemetery caretaker and the clerk.

**Payment of Township Volunteers** – Swanson/Lawrence unanimous to disapprove paying township volunteers a stipend except for mileage paid if travel is on behalf of township.

**TABLED ITEMS:** None.

**NEW BUSINESS:**

**Approve/Disapprove Applying for Landfill Abatement Legacy Grant** – Oliver/Handshoe unanimous to disapprove applying for the Landfill Abatement Legacy Grant.

**Approve/Disapprove Transfer of \$1,414.50 from Capital Fund to Debt Service Fund, Certificate of Indebtedness Payment (Shop Expansion)** – Swanson/Oliver unanimous to approve the transfer of \$1,414.50 from the Capital Fund to the Debt Service for a Certificate of Indebtedness payment for the shop expansion.

**Schedule Oath of Office & Reorganization Meeting** – The Oath of Office and Reorganization Meeting will be March 15, 1020 at 6:00 p.m.

**Approve/Disapprove Local Board of Appeal & Equalization Date & Time, Thursday, April 22, 9:00 a.m.** – Swanson/Oliver to approve the Local Board of Appeal & Equalization for March 22, 2010 for 9:00 a.m., if available. The motion was rescinded. Lawrence/Oliver unanimous to approve a 3:00 p.m. start time and, if not acceptable, will accept the 9:00 a.m. time.

**Review/Approve/Disapprove Cell Tower Lease Changes** – Holm/Swanson unanimous to disapprove the cell tower lease changes.

**Approve/Disapprove Ace Solid Waste's Request for Uniform Compliance with Laws & Regulations Within the Township** – Lawrence/Swanson unanimous to disapprove Ace Solid Waste's request for "assistance to insure uniform compliance with the laws and regulations in your community" and send Ace's letter to each of the solid waste collectors in Baldwin Township.

**Approve/Disapprove Purchase of Time Clock for Fire Station** – Lawrence/Swanson unanimous to disapprove purchasing a time clock for the fire station.

**Approve/Disapprove Township Officer Group Life Plan Enrollment** – Lawrence/Swanson unanimous to disapprove a township office group life plan enrollment.

**Review Medica Insurance Information** – According to Swanson there is an age table and a savings that is not possible to get from Blue Cross/Blue Shield. No further action taken.

**Leave of Absence Form** – Swanson/Oliver unanimous to approve the leave of absence for fire department member Jim Pagel.

**Princeton Library** – The Princeton Library has made a request to be on the agenda for the Annual Meeting. The board has made a motion to no longer give donations at the annual meeting. Oliver/Swanson unanimous to allow the Princeton Library to give a short presentation at the Annual Meeting.

**ANNOUNCEMENTS:**

- \* Town Election & Annual Meeting, Tuesday, March 9, 2010. Polls Open at 10:00 a.m.
- \* Board of Canvass, Thursday, March 11, 2010, 8:00 a.m.

**ANY OTHER BUSINESS:**

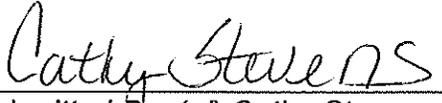
Lawrence/Swanson unanimous to send thank you letters to the past chief, the assistant chief and the captains signed by the township chairman on behalf of the town board and its residents.

Candidates Forum will be March 6, 2010 at 1:00 p.m. at the Baldwin Town Hall.

Minnesota Public Radio presentation at the Princeton Performing Arts Center on March 4, 2010 at 7:00 p.m.

**Motion to Approve Bills for Payment** – Swanson/Handshoe unanimous to approve payment of check numbers 14459 through 14502 and 2 EFT payments; and to disapprove check numbers 14462 and 14502 totaling \$1,950 for total approval of \$39,545.76.

**Adjournment** – Handshoe/Swanson unanimous to adjourn at 9:44 p.m.



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



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

Attendees: Brian Torborg, Dennis Lindberg, Julius Dorweiler, Lester Kriesel, Gary Taylor, Kelly Taylor, Jesse Ewert, Wade Ficek, Elaine Philippi, Terry Carlile, Mike Rademacher, Larry Boeke, Robin Fischer, Ryan Maloney, Jim Roxbury, DeAnna Doran, Bill Bronder, Steve Wischmann

FEBRUARY 2010

FINAL

CLAIMS										
CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
14371	William Swigart	wages (july-december)	\$306.58							\$306.58
14372	Travis Carlson	wages (july-december)	\$470.49							\$470.49
14373	Temence Nemerov	wages (july-december)	\$244.24							\$244.24
14374	Stephen McGinnis	wages (july-december)	\$45.50							\$45.50
14375	Scott Anderson	wages (july-december)	\$468.64							\$468.64
14376	Robin Fischer	wages (july-december)	\$596.56							\$596.56
14377	Richard Wagner	wages (july-december)	\$503.74							\$503.74
14378	Patrick Wagner	wages (july-december)	\$22.94							\$22.94
14379	Michael Brinwall	wages (july-december)	\$413.23							\$413.23
14380	Michael Rademacher	wages (july-december)	\$427.55							\$427.55
14381	Matthew Bounds	wages (july-december)	\$132.03							\$132.03
14382	MaryBeth Torborg	wages (july-december)	\$1,013.52							\$1,013.52
14383	Mark Bennett	wages (july-december)	\$588.70							\$588.70
14384	Larry Boeke	wages (july-december)	\$646.89							\$646.89
14385	Justin Suckut	wages (july-december)	\$570.23							\$570.23
14386	Joseph Kiel	wages (july-december)	\$636.26							\$636.26
14387	Jeremy Evans	wages (july-december)	\$338.44							\$338.44
14388	James Pagei	wages (july-december)	\$627.03							\$627.03
14389	James Oliver	wages (july-december)	\$689.79							\$689.79
14390	James Buell	wages (july-december)	\$531.91							\$531.91
14391	Gary Taylor	wages (july-december)	\$723.23							\$723.23
14392	Eric Otte	wages (july-december)	\$129.26							\$129.26
14393	Donald Nordeen	wages (july-december)	\$359.21							\$359.21
14394	Donald Larsen	wages (july-december)	\$561.92							\$561.92
14395	Charles Nagle	wages (july-december)	\$450.64							\$450.64
14396	Brian Torborg	wages (july-december)	\$1,089.24							\$1,089.24
14397	Jim Oliver	wages	\$369.96							\$369.96
14398	void	void								
14399	void	void								
14400	void	void								
14401	Timmer Implement	r&b supplies	\$27.00							\$27.00
14402	SherbCoAuditor	copies	\$6.50							\$6.50
14403	SherbCoAssofTwps	dues	\$2,041.98							\$2,041.98
14404	BlueCrossBlueShield	health insurance - february	\$649.50							\$649.50
14405	BlueCrossBlueShield	health insurance - january	\$649.50							\$649.50
14406	PrincetonAnimalClinic	animal impounding	\$84.96							\$84.96
14407	Plaistad Companies	salt/sand	\$1,030.97							\$1,030.97

Handwritten initials and signatures: "JW", "JS", and a signature.

**FEBRUARY 2010**

**FINAL**

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
14408	Petty Cash	postage	\$93.93	\$93.93						
14409	Office Depot	office supplies	\$69.44	\$69.44						
14410	NE Sherb FireRelief	contribution	\$1,797.73							\$1,797.73
14411	Neft Auto Supply	r&b supplies	\$988.06		\$988.06					
14412	IMN Child Support	payment	\$42.60							\$42.60
14413	Midwest Fire	supplies	\$125.00							\$125.00
14414	Med Compass	fit testing	\$1,917.50							\$1,917.50
14415	Lester Kriesel	cemetery caretaker	\$50.00						\$50.00	
14416	Kennedy&Graven	legal fees	\$3,564.63	\$3,564.63						
14417	Jim Oliver	mileage	\$30.00	\$30.00						
14418	IKON Office	copy machine lease	\$641.25	\$641.25						
14419	IKON Office	copy machine maintenance	\$130.04							\$130.04
14420	Finken Great Glacier	water	\$49.29	\$49.29						
14421	Eggen's Bulk Service	fuel	\$1,658.74	\$1,371.35						\$287.39
14422	EastCentralSanitation	garbage service	\$45.64	\$22.82						\$22.82
14423	DVS Renewal	license tabs	\$87.00		\$87.00					
14424	Donald Larsen	janitorial service-december	\$120.00							\$120.00
14425	Connexus Energy	electric utilities	\$770.49	\$541.02						\$229.47
14426	Central Hydraulics	r&b supplies	\$496.83		\$496.83					
14427	CenterPoint Energy	gas utilities	\$367.05							\$367.05
14428	Cathy Stevens	mileage & notary reimburse	\$117.00	\$117.00						
14429	Boyer Trucks	r&b supplies	\$43.43		\$43.43					
14430	AT&T Mobility	cell phones	\$120.61							\$120.61
Auto	MIN Dept of Revenue	january withholding tax	\$335.80	\$143.91	\$191.89					
Auto	EFTPS	january 941 tax	\$2,002.59	\$909.71	\$1,092.88					
Auto	MIN Dept of Revenue	sales and use tax	\$4.00	\$4.00						
14431	Bryan Lawrence	wages	\$187.10	\$187.10						
14432	Jeff Holm	wages	\$472.18	\$472.18						
14433	Larry Handshoe	wages	\$363.01	\$363.01						
14434	Jay Swanson	wages	\$184.70	\$184.70						
14435	U.S. Bank	credit card charges	\$85.25	\$85.25						
14436	Marvs True Value	supplies	\$45.84		\$45.84					
14437	Larry Handshoe	mileage	\$6.00	\$6.00						
14438	Jeff Holm	mileage	\$58.00	\$58.00						
14439	Central Hydraulics	supplies	\$191.58		\$191.58					
14440	Bryan Lawrence	mileage	\$9.00	\$9.00						
14441	AT&T Mobility	r&b cell phone	\$47.02		\$47.02					
14442	Cathy Stevens	wages	\$1,145.66	\$1,145.66						
14443	Mark Otis	wages	\$245.42		\$245.42					

FEBRUARY 2010

FINAL

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
14444	Dennis Lindberg	wages	\$349.01		\$349.01					
14445	Cheryl Goetz	wages	\$98.42	\$98.42						
14446	Philip Fadden	wages	\$263.82		\$263.82					
14447	Terry Carlile	wages	\$851.87		\$851.87					
14448	Zachary Good	wages	\$861.41		\$861.41					
Auto	PERA	town board contribution	\$150.00	\$150.00						
Auto	PERA	employee contribution	\$544.91	\$211.31	\$333.60					
14449	Cathy Stevens	wages	\$1,254.48	\$1,254.48						
14450	Mark Otis	wages	\$28.16		\$28.16					
14452	void	void								
14453	Zachary Good	wages	\$407.35		\$407.35					
14454	Cheryl Dobson	wages	\$122.66	\$122.66						
14455	Philip Fadden	wages	\$244.47		\$244.47					
14456	Louis Christen	wages	\$258.74		\$258.74					
14457	Terry Carlile	wages	\$736.79		\$736.79					
Auto	PERA	employee contribution	\$530.20	\$233.11	\$297.09					
14458	Larry Handshoe	wages	\$54.30		\$54.30					
		<b>totals</b>	<b>\$42,914.14</b>	<b>\$14,642.63</b>	<b>\$10,473.53</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$50.00</b>	<b>\$17,747.98</b>

MARCH 2010

PRELIMINARY

CLAIMS

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
14459	Phillip Holland	wages (july-dec)	\$357.37							\$357.37
14460	Tony Fontaine	wages (july-dec)	\$130.19							\$130.19
14461	Subway	hpc kick off	\$258.85	\$258.85						
14462	St. Cloud Tech Coll	training	\$975.00							\$975.00
14463	BlueCrossBlueShield	health - march	\$649.50		\$649.50					
14464	Qwest	telephone & internet	\$176.57	\$176.57						
14465	Qwest	telephone & internet	\$211.34							\$211.34
14466	PrincetonAnimalClinic	animal impounding	\$224.45	\$224.45						
14467	Plaistad Companies	salt/sand	\$4,182.19		\$4,182.19					
14468	Petty Cash	postage	\$55.88	\$55.88						
14469	People Bank	coj payment - shop	\$1,414.50					\$1,414.50		
14470	OSI Environmental	disposal	\$70.90		\$70.90					
14471	Office Depot	office supplies	\$236.34	\$236.34						
14472	NorthAm Salt	salt/sand	\$5,320.35		\$5,320.35					
14473	Neft Auto Supply	supplies	\$32.20		\$32.20					
14474	M-R Sign Co	road signs	\$536.11		\$536.11					
14475	MIN Fire Certification	training	\$70.00							\$70.00
14476	MIN Child Support	payment	\$983.20		\$983.20					
14477	Med Compass	fit testing	\$42.50							\$42.50
14478	Lester Kriesel	cemetery caretaker	\$50.00						\$50.00	
14479	Lawson Products	supplies	\$19.75		\$19.75					
14480	KernDeWenter/Viere	2009 audit	\$5,900.00	\$5,900.00						
14481	Kennedy&Graven	legal fees	\$268.06	\$268.06						
14482	Jim Oliver	reimbursement	\$37.16	\$37.16						
14483	IKON Office	copy machine maintenance	\$1,488.99	\$1,488.99						
14484	Granite Electronics	communications	\$293.00							\$293.00
14485	Finken Great Glacier	water cooler & water	\$37.82	\$37.82						
14486	Eggen's Bulk Service	fuel	\$1,169.82		\$1,169.82					\$4.31
14487	ECM Publishers	newsletter, legal notices	\$264.86	\$264.86						
14488	EastCentralSanitation	garbage service	\$46.32	\$23.16						\$23.16
14489	Donald Larsen	janitorial service-january	\$150.00							\$150.00
14490	Connexus Energy	electric utilities	\$586.70	\$586.70						
14491	Connexus Energy	electric utilities	\$209.68							\$209.68
14492	Central Hydraulics	supplies	\$495.00		\$495.00					
14493	CenterPoint Energy	gas utilities	\$734.05	\$734.05						
14494	CenterPoint Energy	gas utilities	\$564.64							\$564.64
14495	CATCO	supplies	\$605.72		\$605.72					

