

BALDWIN TOWNSHIP REGULAR MEETING

July 12, 2010

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

Call to Order – The July 12, 2010 regular meeting of Baldwin Township was called to order by Chairman Jeff Holm at 7:03 p.m.

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

Additions/Corrections to Agenda – None.

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

June 2010 Final Treasurer's Report – The clerk/treasurer reported receipts of \$261,769.99 and disbursements of \$78,177.19, check numbers 14663 – 14751 and 7 EFT payments leaving a balance of \$668,211.14. The June 2010 final treasurer's report was accepted subject to audit.

July 2010 Preliminary Treasurer's Report – The clerk/treasurer reported receipts of \$133,186.10 and disbursements of \$41,276.20, check numbers 14752 – 14830 and 2 EFT payments leaving a preliminary balance of \$760,615.27.

Sheriff's Report – The deputy present reported 187 calls for service in June.

Approval of Consent Agenda:

Approve Town Board Meeting Minutes of June 7, June 8, June 14, June 22 and June 29, 2010 – After Oliver noted a correction to the June 7, 2010 special and regular meeting minutes, page 4 under "Approve/Disapprove Rescinding Motion Regarding Approving Military Leave of Absence". The correction will now read "Swanson/Handshoe UNANIMOUS motion to approve rescinding.....". The word "unanimous" was added to the motion. Swanson/Oliver unanimous to approve the meeting minutes of June 7, with the correction, June 8, June 14, public hearing and special meeting, June 22 and June 20, 2010.

Open Forum for Citizens:

Blane Ding, 293rd Avenue. Mr. Ding discussed the landing on Elk Lake. He questioned when the township took over the landing with eminent domain. The plat states the beach was donated to Elk Lake Estates. Holm stated that the plat says donated to the community. Ding questioned what the community was when it was donated. Holm questioned what the problem was with the improvements made by the township. Mr.

Ding questioned the township's legal right to the property. Holm stated that, from the township's research, the township does have a legal right. Mr. Ding questioned where the parcel identification numbers came from with township engineer, Jon Bogart, replying. Holm stated that if Mr. Ding comes up with something that shows that the township does not legally have rights to the property, please bring it to the town board. Mr. Ding also questioned why a survey had been done on the landing with Holm replying that a survey also had been done on the Sandy Lake access.

Beth & Wade Ficek, 97th street. Discuss the problem still having with truck driver still running his truck. Woke them up at 2:50 a.m. Still doesn't care about the neighbors in the neighborhood. Did the town call the person they gave the number to? Rush informed the Ficek's of the workshop scheduled for tomorrow night that will entail discussing a nuisance ordinance.

Gina Hugo, Sherburne County Soil and Water Conservation District. Updated the board on upcoming events. Tour of practices in August at no cost with a bus tour and lunch and then short presentation. Oak wilt is showing up again and she handed out a brochure on oak wilt management.

CONDITIONAL & INTERIM USE PERMITS: None.

PLATS:

Wolf Ridge 2nd Addition, Approve/Disapprove Ending 2 Year Road Warranty, Release Letter of Credit and Cash Escrow – Oliver/Handshoe unanimous to end the two year road warranty for Wolf Ridge 2nd Addition. Swanson/Oliver unanimous to release the Letter of Credit and cash escrow for Wolf Ridge 2nd Addition.

OLD BUSINESS:

Fire Department Report – Mike Rademacher, Fire Chief, was present and reported 15 calls for the month of June. They are aware of another department selling some tools and a portable pump. They are willing to sell a pump, cutter and spreader for \$3,000. Refurbished tools of the same would cost about \$16,000. They are planning on picking up the tools tomorrow night to demo. If the department wants the tools then they will talk to the firefighters. He is aware that it would take a special meeting of the town board to approve. He is asking for the board to give permission to purchase if the tools perform. Swanson stated that the new truck has a mounted pump, now we are saying we want a portable one? Swanson and Holm suggested looking at the equipment first and report back to the fire department liaison, Tom Rush.

The issue of leave approval for a firefighter will be placed on the August town board consent agenda. Another firefighter will be tendering his resignation and it also will be placed on the August town board consent agenda.

Approve/Disapprove Scheduling Special Closed Employee Meeting –

Swanson/Handshoe unanimous to schedule a special closed employee meeting for July 22, 2010 at 7:00 p.m.

Approve/Disapprove Reinstating Leave of Absence – After discussion, Swanson/Handshoe unanimous to table and contact the township attorney.

Relief Association Report – Jim Oliver reported that the yearly audit has been completed for 2009 and shows a balance of \$251,364.

Park Committee Report – Holm reported that the approved electrical service will be installed soon.

Sandy Lake Access Encroachments Update – Swanson reported that he had not been able to contact the property owner yet. The town board had given him until June 1st of this year to remove the encroachments and it has not yet been done. Swanson will try to contact the property owner tomorrow and, if not, another letter will be sent out asking what his intentions are.

Review Elk Lake Landing Survey – Township engineer, Jon Bogart, reviewed the survey with the town board. Encroachments have been found. Swanson stated that the encroachments would need to be removed. Holm suggested that the board take some time to talk to the property owner on the south side and take some time to think out the whole area comprehensively and address some drainage issues. The town board will schedule a workshop in August to discuss further in detail.

Approve/Disapprove Township Attorney Drafting 127th Street Easement Purchase Paperwork – Oliver/Swanson unanimous to approve the township attorney drafting purchase paperwork for the 127th Street easement.

Road Report – Swanson reported on costs for 285th Avenue road work. Resurfacing: \$84,642.80 (10% construction contingencies of \$8,464.28) for a grand total of \$93,107.08. With shoulders: \$135,538.00 (10% construction contingencies of \$13,553.80) for a grand total of \$149,091.80. Swanson questioned if Bogart was ready to send it out for bid. Bogart replied that he is 95% ready. A special meeting in August would be required to review the bids and start work mid-September. Swanson stated that the board should go out for bids and see where the numbers come in. Bogart stated that if the board decided to go to a 3 foot shoulder it would not happen this year as right-of-way would need to be acquired. Swanson stated that the above dollar figures reflect only the first lift and it would be approximately 75% of the cost for the second lift. Discussion was held regarding the need for a second lift for 104th Street. Swanson/Handshoe unanimous to go out for bid on 285th Avenue for this year, include a 24 foot wide surface with an approximate cost of \$135,538.00.

Swanson reported that cracksealing is being done. Quotes will be obtained for chipsealing and sealcoating. Swanson/Handshoe unanimous to have Jon Bogart draw

up specifications for chipsealing and sealcoating for the August regular town board meeting.

Swanson reported that 7 tons of hot patch has been done by Terry Carlile. The temporary summer employee has started work.

Approve/Disapprove 285th Avenue Project – See Road Report above.

Approve/Disapprove 112th Street Project Pre Planning with Construction in 2011 – Holm questioned how the 2011 Road and Bridge budget would holdup. Jon Bogart stated he had talked to Don Sherper from Livonia Township about this project and he did not receive any response. 112th Street is not Livonia Township's main project for next year. Holm/Rush motion to table the 112th Street project until August. Motion carried with Swanson abstaining.

County Planning & Zoning Report – Holm reported that a meeting was not held last month.

Status of 2010 Road Projects Per Capital Improvement Plan – Swanson stated that the issue was covered in the Road Report.

Joint Committee with City of Princeton Status – Oliver stated that there was nothing to report.

Schedule Headwall Workshop & Approve/Disapprove Troy Gilchrist & Jon Bogart Attending – Swanson/Handshoe unanimous to schedule the headwall work and approve township attorney, Troy Gilchrist and township engineer, Jon Bogart attending on August 12, 2010 at 7:00 p.m. Rush/Swanson unanimous to send a letter out to the residents who had received a headwall/obstruction letter alerting them of the date and time for the workshop.

TABLED ITEMS: None.

NEW BUSINESS:

Request for Speed Study, 283rd Avenue and 125th Street to County Road 45, Wilderness Shores 1 and 2 – Ronald Conway was no present. Swanson/Oliver unanimous to request a speed study for 283rd Avenue and 125th Street to County Road 45 in Wilderness Shores 1 and 2.

Approve/Disapprove Increasing Cemetery Lot Fees – Lester Kriesel, cemetery caretaker, was present. The current lot fee for a resident is \$400 and non-resident is \$600. He would like to see an increase of \$100 for both the resident fee and non-resident fee. Surrounding cemeteries have increased their lot fees. He would also like to see the wording in the cemetery rules and regulations change from "lot" to "gravesite". A lot is technically 8 gravesites. Oliver/Handshoe unanimous to approve

increasing the gravesite fees by \$100 and it be amended in the rules and regulations and brought back to the town board in August for final approval along with changing the word "lot" to "gravesite".

Approve Election Judges for August Primary Election – Oliver/Handshoe unanimous to approve the following election judges for the August 10, 2010 Primary Election as long as they are fully trained prior to that date: Linda Alexander, Nels Andersen, Vicki Angstman, Laura Beck, Elaine Byker, Carolyn Casoria, Connie Cichy, Cheryl Dobson, Nancy Dorweiler, Wendy Gelle, Kimberly Good, Elizabeth Groebner, Sharon Hovorka, Llona Jorgenson, Rudie Jorgenson, Lester Kriesel, Donna Martin, Linda Massey, Sharon Matz, Jerry Mueller, Joyce Mueller, Mari Owens, Barbara G. Pence, Denise Powell, Heather Savage, Calvin Schmock, Gloria Semke, Cathy Stevens and Krista Takemoto.

Approve/Disapprove State CPV Membership Renewal – Swanson/Handshoe unanimous to approve the State CPV membership renewal.

Approve/Disapprove Ordinance #178, Amendment to the Sherburne County Zoning Ordinance – Swanson/Handshoe motion to approve Sherburne County Ordinance #178. Motion carried with Holm opposed.

Approve/Disapprove Ordinance #179, Amendment to the Sherburne County Zoning Ordinance – Handshoe/Oliver unanimous to approve Sherburne County Ordinance #179.

Approve/Disapprove Mailbox at Town Hall – Discussion was held regarding the issue of the bridge in the City of Princeton closed and the clerk's access to the post office. Holm/Handshoe unanimous to disapprove a mailbox at the town hall.

Approve/Disapprove Computer Monitor for Deputy Clerk – Swanson/Handshoe unanimous to approve a 23 inch computer monitor for the deputy clerk's computer. Holm recommends that the clerk purchase a y-splitter to be able to run the project and the monitor at the same time. Swanson/Handshoe unanimous to purchase a y-splitter and a maximum cost of \$50.

Approve/Disapprove Transfer of \$932.75 from General Fund (Initiative Foundation Grant) to Park Fund, MN Atlas' – Swanson/Holm unanimous to transfer the funds upon receipt of the second \$5,000 grant from the Initiative Foundation.

Approve/Disapprove Clerk's Request for Vacation Day, Thursday, July 29, 2010 – Swanson/Handshoe unanimous to approve with town board member, Jim Oliver, here in the town hall that day to be available to the public. If Oliver is not available, the town hall will be closed.

ANNOUNCEMENTS:

- Town Board Workshop, Tuesday, July 13th, 7:00 p.m.

- County Association Quarterly Meeting, Wednesday, July 21, 7:30 p.m., Haven Township

ANY OTHER BUSINESS: None.

Motion to Approve Bills for Payment – Swanson/Handshoe unanimous to approve check numbers 14752 – 14830 and 2 EFT payments totaling \$41,276.20.

Adjourn – Handshoe/Swanson unanimous to adjourn at 9:17 pm.



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



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

Attendees: Jon Bogart, Dennis Lindberg, Rob Week, Barb Week, Tech Huntington, Gina Hugo, Ron Hurkman, Cathy Hurkman, Jesse Ewert, Lester Kriesel, Wade Ficek, Beth Ficek, Dawn Outhoudt, Blane Ding

JUNE 2010

FINAL

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MP

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
14663	Terry Carlile	wages	\$262.90		\$262.90					
14664	Cheryl Dobson	wages	\$102.41	\$102.41						
14665	Zachary Good	wages	\$275.33		\$275.33					
14666	Cathy Stevens	wages	\$1,096.04	\$1,096.04						
14667	MN Child Support	payment	\$383.20		\$383.20					
Auto	PERA	employee contribution	\$377.48	\$202.46	\$175.02					
Auto	EFTPS	941 tax deposit - may	\$2,006.12	\$1,114.87	\$891.25					
Auto	MN Dept of Revenue	may tax deposit	\$317.05	\$173.59	\$143.46					
14668	West Branch Const	topsoil and sweeping	\$598.88		\$374.44			\$224.44		
14669	Wells Fargo	fire station & equipment	\$33,335.28					\$13,397.32		\$19,937.96
14670	WS Darley	fire equipment	\$437.06							\$437.06
14671	US Bank	credit card charges	\$160.03	\$160.03						
14672	Thomas Rush	mileage	\$6.00	\$6.00						
14673	St.CloudTechCollege	training	\$4,130.00							\$4,130.00
14674	SherbHistoryCenter	membership	\$150.00	\$150.00						
14675	SherbAuditorTreas	mailing list	\$23.35	\$23.35						
14676	Robin Fischer	reimbursement	\$137.90							\$137.90
14677	ResourceTraining	health ins - 2 months	\$1,299.00		\$1,299.00					
14678	Qwest	phone & internet	\$382.90	\$170.89						\$212.01
14679	Pro Hydro Testing	soba testing	\$180.00							\$180.00
14680	Princeton Township	road grading	\$250.00		\$250.00					
14681	PrincetonAnimalClinic	animal impound - 2 months	\$1,143.60	\$1,143.60						
14682	Postmaster	bulk mail & business reply fee	\$740.00	\$740.00						
14683	Postmaster	business reply fund	\$200.00	\$200.00						
14684	Plumb&HeatingEcon	repair water heater - shop	\$439.98	\$439.98						
14685	Plaisted	class 5 gravel	\$476.62		\$476.62					
14686	Pety Cash	postage	\$98.58	\$98.58						
14687	Office Depot	office supplies	\$130.03	\$130.03						
14688	Neft Auto	supplies	\$458.54		\$141.90					\$316.64
14689	M-R Sign Co	road signs	\$137.19		\$137.19					
14690	MN Fire Certification	training	\$490.00							\$490.00
14691	MAT	training	\$40.00	\$40.00						
14692	MidwestFire&Rescue	fire equipment	\$438.80							\$438.80
14693	Michael Sanford	gopher - 22 pair	\$44.00	\$44.00						
14694	Med Compass	soba testing	\$365.00							\$365.00
14695	Marvs True Value	supplies	\$560.84	\$10.67	\$504.64					\$45.53
14696	Lester W. Kriesel	cemetery caretaker & locate	\$75.00						\$75.00	

FINAL

JUNE 2010

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
14697	Larry Handshoe	mileage	\$6.00	\$6.00						
14698	Larry Boeke	reimbursement	\$34.90							\$34.90
14699	Kennedy & Graven	legal fees	\$294.50	\$294.50						
14700	KEEPRS	fire clothing	\$14.94							\$14.94
14701	Jims Mille Lacs Dispo	clean up day	\$2,906.99	\$2,906.99						
14702	Int'l Econ Developmen	training	\$425.00	\$425.00						
14703	IKON Office	copy machine maintenance	\$961.93	\$961.93						
14704	Finken Great Glacier	water cooler rent & water	\$49.29	\$49.29						
14705	Eric Becker	gopher - 16 pair	\$32.00	\$32.00						
14706	Elk River Ford	truck repair	\$146.00		\$146.00					
14707	Election Systems &	hardware maintenance	\$495.00	\$495.00						
14708	Eggens Bulk Service	fuel	\$1,382.01		\$637.23					\$744.78
14709	ECM Publishers	newsletter & legal notice	\$243.39	\$243.39						\$45.98
14710	East Central Sanitation	garbage service (2 months)	\$91.96	\$45.98						\$90.00
14711	Donald Larsen	janitorial service - april	\$90.00							
14712	Darren Ziebarth	hqp banner	\$256.50	\$256.50						\$162.99
14713	Connexus Energy	electric service	\$393.68	\$230.69						
14714	Comm Asphalt	hot mix	\$207.02		\$207.02					
14715	Circle 9	fuel	\$209.57		\$129.30					\$80.27
14716	Central Appliance	clean up day	\$3,652.30	\$3,652.30						
14717	CenterPoint Energy	gas utilities	\$176.26	\$108.20						\$68.06
14718	Cathy Stevens	reimbursement	\$48.99	\$48.99						
14719	Carrot Top Industries	flags	\$274.49	\$274.49						\$90.00
14720	Callen Watson	reimbursement	\$90.00							\$349.26
14721	Brian Torborg	reimbursement	\$349.26							
14722	Brand Mig	shop supplies	\$68.63		\$68.63					
14723	Auto Value	supplies	\$3.59		\$3.59					
14724	AT&T Mobility	cell phones	\$169.30		\$50.11					\$119.19
14725	Larry Boeke	wages (3 months)	\$440.93							\$440.93
14726	Larry Handshoe	wages	\$334.70	\$334.70						
14727	Michael Rademacher	wages (3 months)	\$623.18							\$623.18
14728	Thomas Rush	wages	\$273.17	\$273.17						
14729	James Oliver	wages	\$462.57	\$462.57						
14730	Jay Swanson	wages	\$208.71	\$208.71						
14731	Jeff Holm	wages	\$495.81	\$495.81						
14732	WR Appraisals	127th street appraisal	\$350.00	\$350.00						
14733	Jeff Holm	mileage	\$41.50	\$41.50						
14734	James Oliver	mileage	\$14.00	\$14.00						
14735	George Claassen	park mowing	\$350.00				\$350.00			

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PRELIMINARY

JULY 2010

CLAIMS		FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
CHECK	TO WHOM									
Auto	EFTPS	941 tax deposit - june	\$1,804.15	\$1,055.27	\$578.34					\$170.54
Auto	MN Dept of Revenue	june tax deposit	\$314.99	\$205.93	\$87.21					\$21.85
14752	Scott Anderson	wages (jan-june)	\$346.64							\$346.64
14753	Jeremy Baty	wages (jan-june)	\$366.63							\$366.63
14754	Mark Bennett	wages (jan-june)	\$145.45							\$145.45
14755	Larry Boeke	wages (jan-june)	\$794.21							\$794.21
14756	Matthew Bounds	wages (jan-june)	\$64.72							\$64.72
14757	Michael Brinwall	wages (jan-june)	\$294.88							\$294.88
14758	James Buel	wages (jan-june)	\$609.88							\$609.88
14759	Travis Carlson	wages (jan-june)	\$592.05							\$592.05
14760	Scott Case	wages (jan-june)	\$379.05							\$379.05
14761	Jeremy Evans	wages (jan-june)	\$110.24							\$110.24
14762	Robin Fischer	wages (jan-june)	\$653.28							\$653.28
14763	Tony Fontaine	wages (jan-june)	\$162.32							\$162.32
14764	Phillip Holland	wages (jan-june)	\$427.92							\$427.92
14765	Joseph Kiel	wages (jan-june)	\$559.73							\$559.73
14766	Donald Larsen	wages (jan-june)	\$499.43							\$499.43
14767	Stephen McGinnis	wages (jan-june)	\$23.59							\$23.59
14768	Charles Nagle	wages (jan-june)	\$502.66							\$502.66
14769	Terrence Nemerov	wages (jan-june)	\$378.45							\$378.45
14770	Donald Nordeen	wages (jan-june)	\$8.31							\$8.31
14771	James Oliver	wages (jan-june)	\$620.96							\$620.96
14772	Michael Rademacher	wages (jan-june)&chiefhours	\$1,061.85							\$1,061.85
14773	Justin Suckut	wages (jan-june)	\$582.08							\$582.08
14774	William Swigart	wages (jan-june)	\$388.80							\$388.80
14775	Gary Taylor	wages (jan-june)	\$705.18							\$705.18
14776	Brian Torborg	wages (jan-june)	\$459.90							\$459.90
14777	Mary Beth Torborg	wages (jan-june)	\$455.45							\$455.45
14778	Patrick Wagner	wages (jan-june)	\$2.59							\$2.59
14779	Richard Wagner	wages (jan-june)	\$336.15							\$336.15
14780	Cheyl Dobson	wages	\$89.41	\$89.41						
14781	Larry Handshoe	wages	\$292.24	\$292.24						
14782	Thomas Rush	wages	\$187.10	\$187.10						
14783	Ashworth Appliance	batteries	\$11.75	\$11.75						
14784	AT&T Mobility	cell phones	\$120.07							
14785	AT&T Mobility	cell phone	\$46.78		\$46.78					
14786	Bogart Pederson	engineering fees	\$3,767.50			\$3,767.50				

JULY 2010

PRELIMINARY

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
14787	Bremer Bank	safe deposit box rent	\$55.00	\$55.00						
14788	Business Forms	checks	\$221.89	\$221.89						
14789	Cathy Stevens	mileage	\$26.00	\$26.00						
14790	CenterPoint Energy	gas utilities	\$20.31							\$20.31
14791	Central Hydraulics	truck parts	\$215.00							\$215.00
14792	Circle 9	fuel	\$90.25	\$54.25						\$36.00
14793	Comm Asphalt	hot mix	\$221.74		\$221.74					
14794	Connexus Energy	electric utilities	\$464.54	\$246.78						\$217.76
14795	Custom Creations	fire badges	\$53.44							\$53.44
14796	Donald Larsen	janitorial service-may/june	\$270.00							\$270.00
14797	East Central Sanitation	garbage service	\$45.64	\$22.82						\$22.82
14798	ECM Publishers	newsletter,ads,printing	\$1,935.66	\$1,935.66						
14799	Eggens Bulk Service	fuel	\$1,461.50		\$865.75					\$595.75
14800	Finken Great Glacier	water cooler rent & water	\$35.82	\$35.82						
14801	First Love Fellowship	hcp dinner hall rental	\$350.00	\$350.00						
14802	HSBC Business	northern tool charge	\$160.90		\$160.90					
14803	Joel Stottrup	gopher (7 pair)	\$14.00	\$14.00						
14804	Kennedy & Graven	attorney fees	\$514.18	\$514.18						
14805	Larry Boeke	reimbursement	\$269.11							\$269.11
14806	Lester W. Kiesel	cemetery caretaker & mileage	\$76.00				\$26.00		\$50.00	
14807	Marvs True Value	supplies	\$283.15	\$194.08						\$89.07
14808	Michael Puffer	computer repair	\$90.00	\$45.00						\$45.00
14809	MN Assoc of Twps	training	\$160.00	\$160.00						
14810	MN Child Support	payment	\$6.18							\$6.18
14811	M-R Sign Co.	road signs	\$128.84		\$128.84					
14812	NESherbFireRelief	prop tax payment	\$7,234.73							\$7,234.73
14813	Office Depot	office supplies	\$87.63	\$87.63						
14814	Petty Cash	postage	\$94.66	\$94.66						
14815	Princeton Animal Clinic	animal impounding	\$224.27	\$224.27						
14816	Princeton Township	road grading	\$500.00		\$500.00					
14817	Qwest	phone & internet	\$191.39	\$191.39						
14818	Qwest	phone & internet	\$237.96							
14819	BlueCrossBlueShield	health - august	\$649.50		\$649.50					\$237.96
14820	U.S. Bank	credit card charges	\$1,156.39	\$1,156.39						
14821	James Oliver	wages	\$411.62	\$411.62						
14822	James Oliver	mileage&reimbursement	\$81.36	\$81.36						
14823	Jeff Holm	wages	\$851.30	\$851.30						
14824	Terry Carlile	wages	\$290.31	\$290.31						
14825	Zachary Good	wages	\$80.82	\$80.82						

