

## BALDWIN TOWNSHIP REGULAR MEETING

May 4, 2009

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

**Call to Order** – The May 4, 2009 Baldwin Township regular meeting 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** – Letter 'g' "Town Hall Signage" under Old Business is removed. Under Park Committee Report added is letter C.3 "Approve/Disapprove Letter of Inquiry to Twins Foundation for Ballpark at Young Property".

**Approval of Regular Meeting Agenda With/Without Additions/Corrections** – Swanson/Handshoe unanimous to approve regular meeting agenda with additions and corrections.

**April 2009 Final Treasurer's Report** – The Clerk reported receipts of \$1,278.12 and disbursements of \$50,803.65, check numbers 13666-13745 and 5 EFT payments leaving a balance of \$472,344.04. The April 2009 final treasurer's report was accepted subject to audit.

**May 2009 Preliminary Treasurer's Report** – The Clerk reported receipts of \$1,130.61, and disbursements of \$32,687.58, check numbers 13746-13805 and 3 EFT payments, leaving a preliminary balance of \$441,289.84.

**Sheriff's Report** – There were 195 calls for service in the month of April. Sheriff Brott will attend the Baldwin Township June 1<sup>st</sup> meeting to introduce himself.

**Approval of Consent Agenda** – A spelling correction to the April 21, 2009 Baldwin Township Special Workshop Meeting minutes under "Sign Reflectivity" second sentence should say "according to the state" instead of "Carlile" and "sign" rather than "sing". Swanson/Handshoe unanimous to approve the Baldwin Township Regular Meeting Minutes of April 6; the Baldwin Township Regular Meeting minutes of April 7; the Baldwin Township Board of Review & Equalization Minutes of April 16; and the Baldwin Township Special Workshop Meeting minutes with corrections.

**Open Forum for Citizens** – Elaine Philippi said that she thought that the Sandy Lake issues would be going to a public hearing, and reminding the board that they represent the minority. Holm clarify that the agenda item says 'Approve/Disapprove Park Committee Recommendations', and that it's advisory only.

## **OLD BUSINESS:**

**Fire Department Report** – Chief Torborg said that there were 19 calls in the month of April. Torborg wanted the township board to be aware that, as of yet, the fire department does not do fire inspections. There are two people in school for this purpose, and when the course is completed, fire inspections can be done.

**Approve/Disapprove Firefighter Mileage Reimbursement** – Handshoe/Oliver motion to approve mileage for training if the training is approved by the fire chief at a rate of \$.55 a mile. Oliver withdraws his second and abstained from voting. Swanson seconded the motion. Motion carried with Oliver abstaining.

**Park Committee Report** – Dave Patten reported that the trails in the Young park will be mowed very soon. The trees will not be moved off site; just moving them from the trails. A package will be put together to ask the county for money. Patten said he still needs to get in touch with Bill Bronder regarding the prairie planting.

**Approve Park Committee Member Resignation** – There are two resignations from the Park Committee. An email received on April 20, 2009 from Kimberly Good reads:

“Dear Baldwin Town Board:

It is with regret that I tender my resignation from the Baldwin Park Committee, effective immediately.

I am grateful for having had the opportunity to serve on the Committee for the past 14 years, and I offer my best wishes for its continued success.

I have enjoyed my service to our community, but due to other pending obligations I will not be able to volunteer myself at this time.

However, I shall surely consider helping in the future.

Sincerely,

Kimberly Good”

Jeff Holm also resigned from the Park Committee although he didn't have a written statement, and will now be the park liaison. Oliver/Lawrence motion to approve Good and Holm's resignation. Motion carried with Holm abstaining.

**Approve/Disapprove Park Committee Recommendations on Sandy Lake Accesses** – Dave Patten reviewed what had been previously agreed to. The north landing was approved as a boat landing and the south access is not a great boat landing. The gate and post system was proposed to restrict access as a boat landing Memorial Day through Labor Day. It would not allow boats to be launched as it is primarily a swimming beach. The improved access on the north side is for boat. The north boat launch has an incorrect sign or the ordinance is incorrect. He is wondering if the boat launch is a park. He recommends the township get legal advice about restricting access to this. He thought the issue was solved last year and so did the lake association.

Jeff Holm questioned if the swimming beach needed buoys or certain signs and also questioned the liabilities to make it a swimming beach. The township may want to talk

to the attorney. Another issue is that the board had agreed to hold a public hearing to change the use on the swimming beach. Added to the Tuesday, May 5<sup>th</sup> agenda will be approve/disapprove contacting Troy Gilchrist regarding the legal questions posed, park ordinance regarding the swimming beach and who has the ultimate authority to post hours.

Patten stated the lake association is surprised that it is not moving forward. They are still waiting for an additional public hearing. We need input for what the board's position is. Holm stated that he had asked last year how many people on the offshore lots had an opinion. The township should seek out the opinion of more than just the lakeshore owners. A public hearing should be held so we know we are doing the right thing and we get the opinion from other owners not on the beach. Bryan Lawrence stated that the township did not put the fence up last fall so it would remain open for the winter. The intent was to put it up in the spring. As of last fall, the gate was to be put up. Discussion regarding the need for a public hearing.

Patten read the portions of the town board meeting minutes pertaining to Sandy Lake for the following dates: August 4, 2008; August 5, 2008; December 1, 2008 and February 2, 2009. Holm stated that there were several months last year when the Park Committee did not have a quorum.

Patten stated that the sign now says 6:00 a.m. until 10:00 p.m. The ordinance states 6:00 a.m. until ½ hour after sunset. Since we have such a variable in sunset with the seasons does that restrict access in the winter?

Holm stated that the township needs to contact the attorney and get these questions answered. If the township needs a public hearing we will have a public hearing. If the response from the attorney comes back with a green light on everything then the lake association does not need to do anything else.

Lawrence/Swanson unanimous authorizing the clerk to email Troy Gilchrist with all the questions. The item of tentatively setting a public hearing for park issues will be added to the Tuesday May 5<sup>th</sup> agenda.

Swanson/Handshoe unanimous to approve the gate contingent on what Troy Gilchrist says at the lake association's expense.

Lawrence/Handshoe unanimous to change the sign to match the park ordinance as long as the attorney agrees. If the boat access is not a park, then the township cannot do anything.

**Approve/Disapprove Inquiry Letter to Twins Foundation** – Lawrence/Oliver unanimous to approve inquiry letter to Twins Foundation.

**Status of Capital Improvement Plan** – Township engineer, Jon Bogart, was present. He is looking for direction from the town board. He needs to know what kind of budget

and timeline he needs to work with. Holm stated it should be a 5 year plan. Lawrence stated that the board should approve the dollar amount with a board motion and the board needs to see a breakdown of the projects to see where the money will go. Bogart stated that he is only looking for direction right now and he will bring it back to the board for their approval. Bogart will communicate with Jay Swanson.

**Miscellaneous** – Jeff Holm stated that on the north west side of Elk Lake the residents believe it is a township road. Lester Kriesel stated that it is a 15 foot easement. The item will be added to the Tuesday, May 5 agenda.

**Review 4-Day Work Week & Hours for Employees** – Since the hours that Carlile uses at the Baldwin meetings takes away from road maintenance duties, Oliver/Swanson unanimous to not require Carlile to be at the meetings to operate the camera if Carlile is needed at the Tuesday night meetings, he will be contacted. Carlile will be paid on an hourly basis if he does attend the meeting. Oliver/Handshoe unanimous to pay Carlile on an on-call minimum rate of one hour.

Oliver/Swanson motion to approve increasing maintenance hours to 35 hours a week. Carlile, Oliver and Swanson will meet to separate how many hours are spent in what department and priorities the duties for both Carlile and Good. Roll call vote taken with Oliver, Swanson, Holm and Handshoe voting yea; Lawrence voting nay. Motion carries.

**Approve/Disapprove 30 Hours Per Week Office Time for Clerk** – Swanson motions to allow both the maintenance and the clerk up to 33 hours a week, then rescinded the motion. Swanson/Handshoe motion to approve 33 hours a week for the clerk. Roll call is taken with Swanson, Handshoe, Holm and Oliver voting yes; and Lawrence voting nay. Motion carries.

**Approve/Disapprove Resolution #09-04, Approving Sale of the Cable System and Assignment of the Franchise From Connections Etc. to Lakedale Communications** – Oliver/Swanson unanimous to approve based on recommendation of township attorney.

#### **TABLED ITEMS:**

**Review Employee Safety Program (AWAIR)** – Oliver/Handshoe unanimous to table until June.

#### **NEW BUSINESS:**

**Open Sealed Bids for 1993 Ford F-250 & Award to Winning Bidder** – There were four bids received: Gary Taylor: \$350.00; Zac Good: \$100.00; Donald Larsen: \$200.00 and Chuck Mullen: \$169.00.

Swanson/Handshoe unanimous to approve the \$350.00 bid for the 1993 Ford F-250 from Gary Taylor.

**Approve/Disapprove Bremer Business Authorization Resolution & Signature Card for Two Accounts** – Oliver/Handshoe unanimous to approve.

**Approve/Disapprove Bremer Safe Deposit Corporate Resolution** – Oliver/Handshoe unanimous to approve.

**Approve/Disapprove U.S. Bank Depository Services Resolution & Signature Card for Check Account** – Handshoe/Oliver unanimous to approve.

**Schedule Road Tour** – The road tour is scheduled for Wednesday May 27<sup>th</sup> at 3:00 p.m.

**Schedule Employee Reviews** – Employee reviews will be Thursday May 28<sup>th</sup> starting at 6:00 p.m.

**Review/Approve/Disapprove Newsletter** – Possible subjects for the newsletter could be to profile a business, park committee applicants and strategic planning committee members are needed, thank Lester for many years of service, historical sketches, include picture of new board members, and bio the two new board members. If done, approval for the newsletter will be at the Tuesday meeting.

**Approve/Disapprove Advertising for Strategic Planning Committee Applicants** – Oliver/Handshoe unanimous to approve advertising in the Princeton Union Eagle and the Town and Country Shopper for applicants for the Strategic Planning Committee with residency requirements. The deadline is 2:30 on June 1, 2009.

**Approve/Disapprove Advertising for Park Committee Applicants** – Swanson/Handshoe unanimous to approve advertising in the Princeton Union Eagle and the Town and Country Shopper for applicants for the Park Committee with residency requirements. The deadline is 2:30 on June 1, 2009.

**Approve/Disapprove Agenda Reformat to Include Supervisor Reports** – Oliver/Handshoe motion to disapprove the agenda reformat to include supervisor reports. Roll call taken with Oliver, Handshoe and Swanson in favor. Lawrence and Holm opposed. Motion carried.

**Discuss Township Oversight of Communal Septic Systems** – There was discussion regarding the lack of maintenance on the communal septic systems. There needs to be assurance that they are being managed properly. Oliver will check into this.

**Announcements:**

Septic System Care for Homeowners, Tuesday, May 12, 7-9 pm, Livonia Town Hall

Sheriff Meeting, Monday, June 1, 6-7:00 p.m.

Princeton Economic Development Authority Informational Session on Eco-Industrial Development Ideas, Thursday, May 21, 6:00 pm, Princeton City Hall.

**Motion to Approve Bills for Payment** – Oliver/Handshoe unanimous to approve bills for payment from check number 13746 to 13805 with 3 EFT payments totaling \$32,687.58.

**Adjournment** – Swanson/Handshoe unanimous to adjourn at 11:19 p.m.

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

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

Attendees: Ben Blanchard, Lester Kriesel, Jenna Harman, Carol Swanson, Patty Klein, Steve Klein, Mike Brinwall, Cori Brinwall, Chuck Brinwall, Terry Carlile

APRIL 2009

FINAL

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARK	CAPITAL	CEM	FIRE
13666	Connexus Energy	electric utilities	\$425.92	\$425.92						
13667	Connexus Energy	electric utilities	\$198.60							\$198.60
13668	AT&T	fire cell phones	\$140.55							\$140.55
13669	Ray's Auto Body	welding	\$42.50		\$42.50					
13670	Bogart Pederson	engineering	\$1,625.00			\$1,625.00				
13671	Lawson Products	misc. supplies	\$208.54		\$208.54					
13672	Princeton Township	snowplowing	\$450.00		\$450.00					
13673	StCroixValleyFirefight	membership dues	\$200.00							\$200.00
13674	St. Cloud Truck	fire truck supplies	\$166.09							\$166.09
13675	Emer Apparatus Main	parts	\$141.93							\$141.93
13676	Dept of Public Safety	fire plates (9 sets)	\$54.00							\$54.00
13677	Hennepin Tech Coll	training	\$609.44							\$609.44
13678	Nancy Dorweiler	election judge	\$125.00	\$125.00						
13679	Kimberly Good	election judge	\$150.00	\$150.00						
13680	Liona Jorgenson	election judge	\$125.00	\$125.00						
13681	Sharon Matz	election judge	\$125.00	\$125.00						
13682	Joyce Mueller	election judge	\$125.00	\$125.00						
13683	Petty Cash	clean up day beginning cash	\$100.00	\$100.00						
13684	Cathy Stevens	mileage	\$40.70	\$40.70						
13685	void	void								
13686	Paul Vollkommer	wages	\$140.32	\$140.32						\$240.11
13687	Brian Torborg	wages (february)	\$240.11							\$63.26
13688	Gene Ludwig	reissued wage check	\$63.26							
13689	Qwest	phone & internet	\$175.52	\$175.52						
13690	Qwest	phone & internet	\$199.32							\$199.32
13691	AlexandriaTechCollege	training	\$280.00							\$280.00
13692	Medics Training	training	\$1,110.00							\$1,110.00
13693	KEEPERS, Inc.	fire clothing	\$26.99							\$26.99
13694	Emer Apparatus Main	truck maintenance	\$1,254.99							\$1,254.99
13695	Clareys Safety Eq	thermal imaging camera	\$8,800.00							\$8,800.00
13696	Donald Larsen	janitorial service	\$150.00							\$150.00
13697	Marv's True Value	supplies	\$322.38	\$58.24	\$215.68					\$48.46
13698	St. Cloud Truck	supplies	\$246.60		\$246.60					
13699	AT&T	r&b cell phone (2 months)	\$91.57		\$91.57					
13700	U.S. Bank	credit card charges	\$277.05	\$70.00	\$161.29					\$45.76
13701	Jesse Ewert	tree trimming	\$7,284.60		\$7,284.60					

1  
ZAK.  
JS  
DAN  
JO  
GR

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARK	CAPITAL	CEM	FIRE
13702	Office Depot	office supplies	\$70.66	\$70.66						
13703	Lester W. Kriesel	wages	\$95.00	\$95.00						
13704	Bryan Lawrence	wages	\$420.97	\$420.97						
13705	Bryan Lawrence	mileage	\$30.80	\$30.80						
13706	Roland Thompson	animal control (3 months)	\$525.00	\$525.00						
13707	ECM Publishers	legal notices, notices, printing	\$623.39	\$623.39						
13708	Plaisted Companies	sand	\$5,776.69		\$5,776.69					
13709	Eggens Direct	fuel	\$1,018.50		\$1,018.50					
13710	Great Glacier	water cooler & water	\$35.02	\$35.02						
13711	Neft Auto Supply	supplies	\$42.13		\$42.13					
13712	CenterPoint Energy	gas utilities	\$714.57							\$714.57
13713	Princeton Vet Clinic	animal impounding	\$127.80	\$127.80						
13714	East Central Sanitation	garbage service	\$23.16	\$11.58						\$11.58
13715	U.S. Bank	941 tax deposit - march	\$2,076.12	\$831.02	\$1,186.96					\$58.14
Auto	MN Dept of Revenue	march tax deposit	\$310.21	\$133.62	\$176.59					
13716	Larry Handshoe	mileage & reimbursement	\$83.50	\$83.50						
13717	Larry Handshoe	wages	\$197.11	\$197.11						
13718	Jay Swanson	wages	\$196.24	\$196.24						
13719	Jay Swanson	reimbursement(short course)	\$45.00	\$45.00						
13720	Jim Oliver	wages	\$280.65	\$280.65						
13721	Mark Otis	wages	\$82.04		\$82.04					
13722	Zachary Good	wages	\$658.60		\$658.60					
13723	Terry Carille	wages	\$544.71		\$544.71					
13724	Cheryl Goetz	wages	\$56.40	\$56.40						
13725	Cathy Stevens	wages	\$1,069.55	\$1,069.55						
13726	MN Child Support	payment	\$13.84		\$13.84					
13727	CenterPoint Energy	gas utilities	\$262.87							\$262.87
13728	CenterPoint Energy	gas utilities	\$360.80	\$360.80						
Auto	PERA	employee contribution	\$435.83	\$198.66	\$237.17					
13729	BlueCrossBlueShield	health insurance - may	\$791.00		\$791.00					
13730	East Central Sanitation	garbage service	\$45.99	\$22.99						\$23.00
13731	Princeton Vet Clinic	animal impounding	\$361.65	\$361.65						
13732	Kennedy & Graven	legal services	\$1,721.74	\$1,721.74						
13733	ECM Publishers	legal notice	\$41.40	\$41.40						
13734	Neft Auto Supply	supplies	\$187.46		\$187.46					
13735	Plaisted Companies	sand	\$500.99		\$500.99					
13736	Carlson Tractor	new holland mower supplies	\$580.56		\$580.56					
13737	Timmer Implement	new holland mower supplies	\$128.26		\$128.26					
13738	Lawson Products	supplies	\$616.63		\$616.63					



MAY 2009

PRELIMINARY

**CLAIMS**

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARK	CAPITAL	CEM	FIRE
13746	Connexus Energy	electric utilities	\$174.18							\$174.18
13747	Connexus Energy	electric utilities	\$352.43	\$352.43						
13748	AT&T	fire cell phones	\$155.89							\$155.89
13749	IMN Assoc of Twps	(2) urban short course	\$90.00	\$90.00						
13750	Bogart Pederson	engineering	\$2,595.00			\$2,595.00				
13751	IKON Office	copy machine lease	\$34.79	\$34.79						
13752	Sherburne History Cnt	membership renewal	\$150.00	\$150.00						
13753	Victor Lundeen Co.	ctas checks	\$201.90	\$201.90						
13754	Ashworth Appliance	phone battery	\$19.16		\$19.16					
13755	Metro Fire	boots	\$782.12							\$782.12
13756	Boyer Trucks	muffler & clamps	\$176.21							\$176.21
13757	Riverland Comm Coll	training	\$340.00							\$340.00
13758	South Central College	training	\$255.00							\$255.00
13759	St.CloudTechCollege	training	\$850.00							\$850.00
13760	St.CloudTechCollege	training	\$345.00							\$345.00
13761	Medics Training	training	\$62.50							\$62.50
13762	Phyllis Gallus	gopher (121 pair)	\$181.50	\$181.50						
13763	Carol Ryall	gopher (73 pair)	\$109.50	\$109.50						
13764	Cathy Stevens	mileage	\$26.95	\$26.95						
13765	U.S. Bank	941 fax deposit - april	\$1,805.59	\$873.59	\$881.74					\$50.26
13766	Cheryl Goetz	wages	\$66.35	\$66.35						
13767	Larry Handshoe	wages	\$362.90	\$362.90						
13768	MAT Agency	insurance	\$28.00							\$28.00
13769	Qwest	phone & internet	\$197.87							\$197.87
13770	Qwest	phone & internet	\$171.47	\$171.47						
13771	ECM Publishers	legal notices, notices	\$330.80	\$261.30						\$69.50
13772	Pro Hydro-Testing	scba cylinders testing	\$20.00							\$20.00
13773	Midwest Fire	equipment (grant)	\$10,994.00							\$10,994.00
13774	IKON Office	copy machine maintenance	\$113.08							\$113.08
13775	Public Safety Wareho	vehicle lights	\$810.00							\$810.00
13776	Donald Larsen	janitorial service	\$120.00							\$120.00
13777	Jim Oliver	wages	\$233.87	\$233.87						
13778	Roland Thompson	animal control	\$450.00	\$450.00						
13779	St. Cloud Truck	r&b parts	\$58.75		\$58.75					
13780	Crysteel Truck Eq	equipment parts	\$129.02		\$129.02					
13781	Timmer Implement	filters	\$60.44		\$60.44					

LAK  
JS  
SP  
ON

