

BALDWIN TOWNSHIP REGULAR MEETING

July 11, 2011

Present – Supervisors Jay Swanson, Larry Handshoe, Tom Rush, Kim Good and Randy Atwood.

Call to Order – The July 11, 2011 regular meeting of Baldwin Township was called to order by Chairman Jay Swanson at 7:02 p.m.

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

Additions/Corrections to Agenda – Added is Approval/Disapproval of Check Numbers 15733, 15734 and 15735 in the amount of \$1,868.64; added as letter 'g' in the Road Report under Old Business is "Maintenance Department Board Approval/Disapproval of Antennas and Wiring for Communications of Maintenance Trucks" and item 'j' "Approve/Disapprove Selection of Attorneys"; requested is to remove "Approve Discontinuing Videotaping of Town Board Meetings" from the Consent Agenda and put it under New Business letter 'h' as "Approve/Disapprove Videotaping"; and added under Fire Department Report is "Discuss Fire Department Monthly Meetings Open or Closed to Public".

Approval of Regular Meeting Agenda With/Without Additions/Corrections – Handshoe/Good unanimous to approval regular meeting agenda with additions/corrections.

June 2011 Final Treasurer's Report – The clerk reported receipts of \$259,868.96 and disbursements of \$75,887.90, check numbers 15586 – 15669 and 6 EFT payments leaving a balance of \$490,496.88. The June 2011 final treasurer's report was accepted subject to audit.

July 2011 Preliminary Treasurer's Report – The clerk reported receipts of \$135,064.50 and disbursements of \$38,964.51, check numbers 15670 – 15732 and 0 EFT payments leaving a preliminary balance of \$586,667.07.

Approval of Consent Agenda – Good/Handshoe unanimous to approve Town Board Meeting Minutes of June 1, 2011; June 6, 2011; June 7, 2011; June 8, 2011; June 9, 2011; June 13, 2011; June 15, 2011 (2 meetings); and June 20, 2011; and approve the transfer of \$5,000 from Capital Fund to Debt Service Fund for the fire truck Interest payment.

Open Forum for Citizens – Gene Nitz, 287th Avenue, wanted to know what was going to happen with the Elk Lake road. There was discussion regarding the cost of paving versus the cost of grading. He was told that Bogart does a plan. Nitz also wanted to discuss the usage of the vehicle acquired by the fire department for use by the duty officer. He was told that all matters are being taken into consideration.

Cal Watson, 283rd Avenue, voiced concerns from the members of the fire department and some officers about having the fire department meetings open to the public. The meetings are basically tactics, information, and reviewing the previous month's calls, but there is a reluctance to speak out. Reading from page 5 of the League of Minnesota Cities Fire Department Bylaws,

"Department meetings. Fire department bylaws frequently establish a regularly scheduled meeting of firefighters and the agenda format to be followed at each meeting. Some bylaws are detailed enough to specify start and end times of department meetings, and even provide for posting of fire department meetings to the public.

The fire department is a part of the city, not a stand-alone governing body or corporate entity. The open meeting law does not apply to fire department meetings. In addition, there are no requirements that a fire department make decisions by majority vote, use a formal agenda for meetings, or operate according to Robert's Rules of Order.

By way of contrast, the relief association is a separate entity that is subject to the open meeting law (as well as other laws and regulations, such as the data practices act) and makes decisions by vote of the board of directors.

Certainly a fire department needs adequate communication among members and from the fire chief. If the chief wants to establish a regular meeting time and agenda, that's probably a good idea. If the chief wants to poll firefighters on their opinions about a particular issues, that's fine too. But these are management tools and techniques, not required bylaw provisions."

Watson said he has spoken with Zimmerman where no one from the public without an invite is allowed. Swanson said this issue will be taken under consideration.

Elaine Philippi, 127th Street, disagreed with Watson concerning having the fire department meetings closed to the public. She said she wanted to remind everyone that the citizens, through taxes, pay for the fire department operation; therefore more transparency would be good, not less. Philippi also said that she would like the consent agenda eliminated, or at the least, have less items on it.

Chuck Nagle, 131st Street, complimented the board on removing the videotaping off the consent agenda since the agenda is time consuming. He suggested taking the information from the camera and load it into the computer, and just leave it there. He said he would also like to see the residents be able to remove items from the consent agenda. After submitting a written request for a copy of the fire department ISO application, Nagle said he has yet seen a copy. Since the fire department's meetings constitute more than 25% of the total budget for the Township of Baldwin, Nagle maintained that the public should be able to see where the money is being spent. He also said that he believed it was stated from some previous meeting that the living boundaries of fire fighters to be a 6 mile radius from the fire department, and that it was

inadvertently removed from the fire department handbook. He gave the board copies of every handbook ever written.

Blane Ding, 299th Avenue, generated discussion regarding pulling out the landing in Elk Lake Estates. He maintained that Sherburne County originally recommended it not to be installed. Swanson said that the township board's opinion was that since they heard zero opposition for taking out the boat launch, the concern was more regarding water runoff and not swimmers and boat landing.

Sheriffs Report – It was reported there were 144 calls for service in the month of June. There was discussion regarding animal control. The sheriff's department does respond to reports of dog bites, but cannot transport animals at large in their personal vehicles. There were also remarks on ATV complaints.

7:30 p.m. Open Little Elk Lake Road Improvement Project Proposals and Review/Award Little Elk Lake Road Improvement Project Proposal – Two bids were received concerning the Little Elk Lake Road Improvement Project. A bid from M.L. Schendzielos & Son, Inc. for \$58,282.50; and a bid from West Branch Construction Co. in the amount of \$49,680.00. Good/Handshoe unanimous to approve awarding the bid to West Branch Construction Co. contingent upon obtaining the needed permits. An accepted friendly amendment from Swanson to have Bogart check over the bid since the original estimate was \$42,510. Barring any discrepancies per Bogart the motion carries.

CONDITIONAL & INTERIM USE PERMITS: None.

PLATS:

Approve/Disapprove Location of Pond, Preserve at Baldwin – Rush/Handshoe unanimous to approve the location of a pond in a drainage easement for Jon Wadsworth at 30959 – 98th Street, Preserve at Baldwin. A letter will be sent to the Sherburne County Planning Advisory Commission indicating Baldwin Township's approval.

Approve/Disapprove Preliminary & Final Plat, Buck Acres – Mari Owens was present. Good/Handshoe unanimous to approve the preliminary and final plat for Buck Acres with the following comments: 1. Do not remove existing driveway (lot 1); and 2. Meet all county standards.

OLD BUSINESS:

Fire Department Report – Chief Rademacher reported there were 16 calls in the month of June as well as 4 joint training sessions with Princeton. He said they are waiting to hear back from the ISO field representative. Engine 3 is being used on calls, and the department is working with Swantec on some additional equipment. Swantec is donating time and services. With regards to the duty vehicle the department is hoping

to have it in service in August. Bids are being obtained on the graphics. The duty officer will have the availability of the vehicle on the weekends, not as a pleasure vehicle, but in order to have quicker responses for the safety of the public.

Approve/Disapprove Fire Department Administration Writing Vehicle Policy – Rademacher stated that their department has started discussion on such a policy. The department would like to use it as a community service vehicle and for special trainings. He has discussed this with the Sheriff and everything Rademacher has given to the board falls in line with what the Sheriff wants it to be used for. Good stated that she would like to see in the policy that only officers or firefighters can be in the vehicle, no family members and a mileage report for the town board. Rush will work with Rademacher and have it available for review by the town board at their August 1, 2011 regular town board meeting.

Approve/Disapprove Fire Department Handbook Changes (Tabled 6/6/11) – Handshoe/Rush unanimous to table the approval/disapproval of the Fire Department Handbook changes until the August meeting. The Fire Department Handbook has been sent to Gilchrist for review. Rademacher said that in 2007 the Township Board approved putting on people who worked in the township.

Approve/Disapprove Reinstating Firefighter Training Pay (Per 6/6/11 Mtg) – Handshoe/Rush unanimous to approve tabling until the December meeting reinstating firefighter training pay. It is suggested the firefighters be paid one time a year for training purposes.

Rademacher said he was unsure if the item about fire fighters working in the township was left out of the handbook.

Discuss Fire Department Monthly Meetings – Open or Closed to Public – The monthly meetings of the fire department are a business and departmental meeting and consist of going over calls, discussing the apparatus reports, etc. and it takes away the ability of being comfortable when the meetings are open to the public. Supervisor Rush is the liaison between the department and the township and does attend the meetings. A fire department is not required to follow Roberts Rules, and a copy was given to the township board for their discussion. Since it is a departmental meeting discussion regarding spending money is not present. If there is a concern for the fire department budget, the township clerk has access to that information.

ISO Rating Update - See above.

Relief Association Report – Rush talked about the fireman's dance at Ridgewood Bay scheduled for sometime in August. The general fund balance is \$4,800, the dues account balance is \$1,428 and the retirement account balance is \$343,000.

PAVC Update – Well #5 is scheduled to be capped this week. The PAVC will man a booth at the Mille Lacs County Fair. Road signs will be put on Highway 95 directing

motorists to Reibe Park and the Frisbee Golf Course. The PAVC made a motion accept any dirt that Baldwin may have available in the amount of \$1. Baldwin could use the dirt as an in-kind donation.

Discussion of 112th Street Road Project with Livonia Township Supervisors – As the Livonia Township Supervisors, Doug Manthei and Dave Hewitt were in attendance, the town board moved up this item in the agenda. Supervisor Manthei stated that easements would need to be obtained prior to this project. Swanson replied that the Baldwin board is looking at beginning this project in 2012. Jon Bogart stated that obtaining temporary easements from all the neighbors can be a considerable process. The Livonia Town Board has authorized preliminary work to get the process going. The timing of the project needs to be decided. Bogart would like to obtain permission from both town boards to do some preliminary engineering. He will put some numbers together and report back to the town board. The approval/disapproval of preliminary engineering work for 112th Street will be added to the July 20, 2011 special meeting agenda.

Park Committee Report – Rush reported that the committee is looking at land parcels that are owned by the township. Bids are out for paving of the parking lot and concrete for the pole barn at Young Park.

Discuss Removing Boat Launch at Elk Lake – Swanson stated that the cost of redoing the landing is coming through with a grant from Sherburne County Soil and Water (\$14,000) and the cost to Baldwin taxpayers would be about \$2,500. The landing did not look useable (the boat launch) and it was thought we would tear out the concrete for an additional \$500 and make a larger rain garden. Jon Bogart stated that a larger rain garden would allow the use of the plantings much more effectively and will provide a better treatment system for removing pollutants. Swanson stated that the town board will revisit this as there was one resident that came in with opposition and said there was a lot of opposition to it. A memo, received from Mark Basiletti, Sherburne County Soil & Water Conservation District, was read in part:

Jay:

1. Prior to the shutdown the state informed us that we can continue work on projects funded through grants that are the sources of funds for our current cost share contracts with Baldwin Township. I.e. you may go forward with the installation and incur costs for the Elk Lake Estates access project and we will be able to issue cost share reimbursement checks during the shutdown. This refers to the State Cost Share Assistance Contract #10-03 and the Elk River Watershed Association Cost share Assistance Contract #FY2011CWF-S04.

2. It has come to my attention that citizens have voiced concerns about the plan to remove the boat ramp at the project site. If the Township decides to leave the boat ramp in place, the rain garden plans will have to be re-designed for a smaller rain garden. This would be a significant change in the plans submitted to the Elk River Watershed Association when they approved the cost share contract. If the Township decides to leave the boat ramp in place, you should submit a revised plan to our office for approval in order to remain in compliance with the cost share contract.

I should point out that the smaller rain garden would result in a reduction in treatment of phosphorus pollution to the lake.

3. Regardless of the size rain garden installed, I recommend that the plans include a barrier that will prevent vehicles from entering the rain garden. This could be posts with chain or a wood split rail fence etc.

Bogart stated that, if changed, the township would end up with a plan that would not address the pollutants as well. If the plan is changed, it would need to go back through the county. He is expecting to get approval tonight to go out for bids. It is less than one acre for the limit so no state permits are required. Good made a motion to continue with the plan that was previously approved. The main concern is safety and there are other accesses on the lake. Bogart stated that shallowing up the rain garden allows more chance for phosphorus to attach. The more distance we have the better off we are. Good stated that Soil & Water granted us this as they have concern over the health of the lake. They never wanted the ramp in the first place but a previous town board went and installed it. We made a motion to remove it and submitted for the grant. The motion included removing the boat launch.

David Looney, 285th Avenue, stated that he owns 3 lots and has been here 48 years. He would like the board to reconsider Good's comments on taking the launch out. There have been a lot of lots sold with the contingency of lake access. Swanson stated that the township attorney has looked at this and determined that the access is deeded to the community as a whole. Swanson stated that it is not the intent of the town board to close the beach. Mr. Looney stated that he launches his boat and pontoon at that access. Good stated that boats were being launched with kids swimming when the board took their road tour yesterday. Christi Miller stated that the launch has been there 47-50 years. The rain washed it out and then they had to fight to get it back. The two other accesses on the lake is one that you have to pay for and the other would ruin her boat. She presented the town board with a petition to keep the boat landing in the access signed by 24 people. If this would have been known then maybe the board's

decision would have changed. Rush stated that workshops were held regarding the issue. Swanson stated that this is not a new issue. There have always been runoff issues there. At first there were railroad ties and then the township put in a concrete ramp. Mr. Looney said that the access was barricaded at one time and that brought the fireworks. Swanson stated that the thought was to do something to save the lake. We weren't even talking about the launch at the point. Then the township found out we could get a Soil & Water grant. Throughout the deliberations there has been no opposition to it. The agendas are always posted. Mr. Looney stated the ramps are only two years old and now the board is thinking about taking it out? Swanson stated that this was not a stab towards anybody. It is about the lake, not about taking anything away. Mr. Looney stated that if the town board wants to save the lake you have a problem with Battle Brook and a warm shallow lake.

Tristin Hicks, 285th Avenue, stated that, some years back, a request by his neighbors for the roads to be raised. He then had to jack up his cabin. It has not resolved the problem. He feels that the roads need to come down.

Dawn Othoudt, 142nd Street, stated that the betterment of the lake needs to be a concern and keeping the residents informed. She has never seen anything related to the boat launch. There is opportunity to have a compromise here. It would be a benefit if the rain garden was smaller. The cement slab (launch) probably needs some maintenance. She suggested that the board come up with a compromise that would be fair to everybody.

Ross Gabrielson, 254th Avenue, Orrock Township, stated that he has rental properties in the area. He feels that some child may be injured, or worse. He believes that there is a state statute that requires that it either be a beach or a launch in the same area.

Steven Hieb, 285th Avenue, agrees with keeping the launch in. He would like to see an effort taken on the encroachments to the access.

Christie Miller stated that the signatures on the petition are of people that could not attend the meeting. Most of the properties are cabins and they were bought because the boat launch was there. She never saw an issue brought up about the launch in the meeting minutes. The board can still keep the boat launch and the rain garden. She understands the board trying to keep the integrity of the lake.

Robert Week, 143rd Street, suggested that the town board survey the other landing on the lake (off of 287th Avenue).

Swanson then read a memo received from the Little Elk Lake Improvement Association:

Baldwin Township Supervisors,

July 8th, 2011

The Little Elk Lake Improvement Association (LELIA) held a general membership meeting on June 18th, 2011 and discussed the township plans to improve the shoreline at the beach property on 285th. We appreciate and support the involvement of Baldwin Township Supervisors, along with the assistance from the Sherburne Soil and Water Conservation District to utilize this land area to address and improve the run-off issues, which impact the water quality of Little Elk Lake. We understand that there are two options proposed to address the run-off issues at this site. Both options involve shoreline restoration with one involving removal of the concrete boat landing, and the other maintains the boat landing. It is the recommendation of the LELIA Board and membership to select the option which will allow the land to be utilized to control as much run-off as possible and have the most potential to improve the water quality of the lake by a vote of 21 -0.

We understand the Township intends to make a decision on this matter during the monthly meeting to be held at the July 11th, 2011 and wanted to express the recommendation and view of the LELIA members. Thank you for your consideration.

Sincerely, Dean McDevitt
President LELIA

Swanson stated that he would like to revisit all of this. The board never did say anything about removing the launch except for at the meeting. If we are going to govern there needs to be a balance between saving the lake and having access. The approval/disapproval of the boat launch will be on the August regular meeting agenda. Good stated that the township needs a legal opinion on mixing boats and beaches if it is in fact a state law.

Review Current Park Ordinance as it Relates to White Park Building Remaining Open to the Public – Section 8: Park Operation. From Baldwin Township, Sherburne County, An Ordinance Governing Parks Under the Jurisdiction of the Baldwin Town Board reads in part:

"A. Hours of Operation.

Excluding camp sites, parks shall be open to the public daily from 6:00 a.m. until one-half hour after sunset. It shall be unlawful for a person to enter or remain in a park at any other time, except for campers in a designated camping area.

Any park or portion thereof may be declared closed to the public by the Park Administrator, by the Baldwin Town Board, or by the Sherburne County Sheriff, at any time, and for any interval of time, for the protection of park property, for the protection of the public health, safety, or welfare, or as the Park Administrator, Baldwin Town Board, or Sherburne County Sheriff shall find reasonably necessary."

Status of Elk Lake Landing Encroachments – Bogart said he needs to meet with the Baldwin Clerk, and get them out this week.

Approve/Disapprove Township Engineer Prepare & Send Out Bid Forms for Young Park Trail Construction – It was suggested to amend to ask that Bogart talk to Dave Patten since the plan has changed. Kleinhans said he was suppose to get information from Patten last December, but still has not received anything. Kleinhans further stated that people don't stay involved if they don't see progress. Rush/Good unanimous to approve the township engineer prepare and send out bid forms for Young Park Trail construction.

Request Approval (Contingent on County Park Wetland Project Approval) for Expenditure Not to Exceed \$25,000 for Young Park Boardwalk Materials –

Kleinhans said the Park Committee is not prepared to get into this project since it's a big investment in his time, and the community's time. The park doesn't have a sign and it doesn't have a pavilion. Even though the committee is trying to get things to happen, help from the community is needed.

Regional Park Committee Update – Good reported that the 4R Board is creating an outreach event with Mille Lacs and Sherburne Counties.

HCP Task Force(s) Update:

Government Innovations Task Force – Elaine Philippi reported that their last meeting was June 30th. She tried to check in on the FEMA grant but her call was never returned. The task force has come tonight with the three (3) quotes that the town board is waiting for. Task force member Rich Harris presented the following to the board with saying first that the bulk of this work was done by others before him. Included in these meeting minutes is the summary page presented which includes the best quotes they found:

2. Posts -- 2,500 @ 6.01 = \$15,025.
 a. 1.12 lb/ft flanged steel.
 b. Eight (8) foot length.
 c. Green enamel paint.
3. Fasteners -- 5,000 @ \$.30 = \$1,500.
 a. Stainless 18-8, ¼ X 20 X 1-1/2" Button head socket cap screw.
 b. Stainless 18-8, ¼ X 20 X 1-1/2" NYLOK, nylon Insert nut.
4. Installation -- 2,500 @ \$5.00 = \$12,500.
- TOTAL COST = \$56,350.**
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5. Sleeve Option -- 2,500 @ \$5.00 = \$12,500.
 a. Plastic sleeve to slide over steel post (aesthetic only),

TOTAL WITH OPTION = \$68,850.

2500 signs total cost \$56,350 if go with sign they recommend. They obtained 4 quotes for signs and 3 quotes for everything else. The 2500 number came from Jay Swanson. Approximately 25 addresses per street given by the task force. 16 x 8 mounted sign mounted on an 8 foot post. Sleeve option also listed. Prices include street name. The board thanked them for the information. Exactly what the board was asking for. Chuck Nagle stated that delivery and installation would take 2 months.

Elaine Philippi stated that their task force is going to recommend to the Steering Committee that we not apply for the next grant. Swanson stated that the board needs to get together with Don Hickman, Initiative Foundation, and talk with him. Swanson then stated that he has heard that the task force members think that the town board put them on vacation. If the task force members remember correctly, the task force wanted to onto the next item, budget, on your list and ask the board for specific direction. The board could not answer as the board did not put that item on your list. We told the task force members that, as we talk about planners, we don't know what the direction was going to be. The task force then decided that they would go on vacation. Philippi stated that they interpreted that to mean to wait until the board got other professionals on board. Swanson stated that this board did not tell the task force to stop.

Park/Social Capital Task Force – Dean Kleinhans reported the Park/Social Capital Task Force is on hold until they see if more involvement is generated.

Economic Development Task Force – Carol Swanson was not present.

Steering Committee – It was reported that the Steering Committee is not prepared to close out the current grant since there is confusion about the actual goals and activities projects. It would be a mistake for the township to lose the assistance of the Initiative Foundation because the counseling, advice and money they give us is invaluable. There is need to try to get the progressive reports done. Swanson will contact Don Hickman to be at the next Steering Committee meeting on the 26th with the town board planning on being in attendance.

Road Report:

Discussion of 112th Street Road Project with Livonia Township Supervisors - See above.

Review 285th Avenue 2nd Lift – Baldwin Township is piggybacking with the county. The bids submitted to the county were as follows: Knife River: \$64,659.40 and Hardrives, Inc.: \$75,191.04. The county chose Knife River as they had the lowest overall total for countywide projects.

Status of 2011 Road Projects Per Capital Improvement Plan – Discussed in overall Road Report agenda items.

Approve/Disapprove Obtaining Sealed Quotes for Chipsealing – Good/Rush unanimous to approve obtaining sealed quotes for chipsealing.

Approve/Disapprove Obtaining Sealed Quotes for Cracksealing – Handshoe/Rush unanimous to approve obtaining sealed quotes for cracksealing.

Approve/Disapprove Obtaining Sealed Quotes for Road Striping – Rush/Good unanimous to approve obtaining sealed quotes for road striping.

Approve/Disapprove Maintenance Employee Attending Meeting with Report or Written Report to be Included in Minutes – Rush/Handshoe unanimous to approve the written report to be included in the minutes as well as orally spoken.

Handshoe then read the report as follows:

A MEMO TO THE BOARD FOR THE MONTH OF JUNE 2011

For the month of June 2011 Spent 33 hrs mowing roadsides on the West Side of Hiway 169.
And Spent 7 hrs mowing on the East Side of hiway 169, Halted, waiting on parts.

WE SPENT A TOTAL OF 23.5 HRS BLACKTOP PATCHING ON THE WEST SIDE.

WE SPENT A TOTAL OF 18.75 HRS ON STORM DAMAGE TREES CUTTING AND HAULING.

Terry spent 9.5 hrs pumping and cleaning out plugged culvert No. Sandy Lake Landing

WE SPENT A TOTAL OF 15.0 HRS MOWING AND WEEDWHIPPING TOWN HALL AREA.

WE SPENT A TOTAL OF 21.5 HRS MOWING AND WEEDWHIPPING AT THE PARK ALONG WITH MISC. DUTIES. (TRAILS ETC.)

WE SPENT A TOTAL OF 26.25 HRS AT THE CEMETARY MOWING WEEDWHIPPING CLEANUP , TREE TRIMMING PER LESTER AND LOCATING GRAVE SITES WITH LESTER USING LOCATOR.

Lou spent 4.25 hrs servicing eng one at fire dept.

Terry C Carlile
Maintenance Department
7-5-11

Approval of Removal of Antennae and Wiring for Communications of Maintenance Trucks – Kim Good stated that she is asking for board approval for the maintenance department personnel to remove antennae and wiring from the fire department along with allowing the fire department radio communications firefighter to help maintenance. Handshoe/Good unanimous to allow the maintenance employees to take a look and take out if they can with coordination with the fire chief.

County Planning & Zoning Report – No report received.

Joint Committee with City of Princeton Status – Tom Rush stated that a meeting with the city was held on June 22nd. The next meeting is in August. The agreement currently in the files will be sent to an attorney for review.

Approve/Disapprove of Attorney (From 6/9/11 Meeting) – Good/Rush unanimous to approve selection of Couri, Macarthur & Ruppi for annexation, incorporation and planning issues. A friendly amendment was made to include a current agreement for their review. The Clerk will send out a letter to all three applicants.

Schedule Animal Control Applicant(s) Interview(s) (Applications Due 7/19/11) – Animal Control applicant interviews will be July 27, 2011 starting at 7:00 p.m. with ½ hour interments.

Schedule Employee Handbook Workshop – A workshop to review the Employee Handbook is scheduled for July 27th. Animal Control applications will also be reviewed at the same meeting.

Approve/Disapprove Second Town Board Meeting/Month – A motion made by Good; seconded by Handshoe to approve a second town board meeting per month. Voice vote taken with Good and Handshoe voting yea; Atwood, Rush and Swanson voting opposed. Motion fails.

TABLED ITEMS:

Approve/Disapprove County Comprehensive Plan – A motion by Rush; seconded by Handshoe with Swanson opposed to table approval/disapproval of the County Comprehensive Plan until August.

NEW BUSINESS:

Approve/Disapprove Scheduling Meetings with Up to 3 Planners – There was discussion regarding asking Ruppe and the Initiative Foundation for additional names of planners. Table upon the advice of Ruppe. A meeting will be scheduled with the lawyers.

Approve/Disapprove Scheduling Meetings with Grant Writers – A meeting will be set up with Bob Bunger and Bridget Chard. Rush/Atwood with Good absent from the room unanimous to set a tentative date to meet with Bob Bunger is August 16th at 8:00 p.m.

Approve/Disapprove HCP Coordinator Job Description – Rush/Good unanimous to approve the HCP Coordinator job description as amended. An ad will be put into the newspaper.

Approve/Disapprove Fixed Assets Policy – Rush/Good unanimous to approve the Fixed Assets Policy.

Approve/Disapprove Holding a Special Town Meeting to Pay for EMS Signs – A motion by Good; seconded by Rush to approve holding a special town meeting to pay

for EMS signs. Rush rescinds his motion. Handshoe/Rush unanimous to disapprove holding a special town meeting to pay for EMS signs.

Approve/Disapprove Adding Deputy Clerk to Bank Signature Cards –

Swanson/Atwood unanimous to approve adding the deputy clerk to the bank signature cards.

Approve/Disapprove Newsletter – If an article is not received from the fire department regarding the fire truck and upcoming dance by the 14th, and after adding an HCP coordinator advertisement, Rush/Handshoe unanimous to approve the newsletter.

Approve/Disapprove Discontinuing Videotaping – A motion was made by Handshoe and seconded by Good to only continue videotaping regular and closed meetings. Voice vote was taken with Handshoe, Good and Swanson saying yea; Rush and Atwood voting nay. Motion carried.

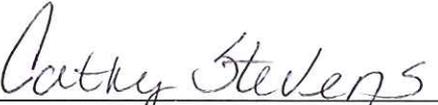
ANNOUNCEMENTS:

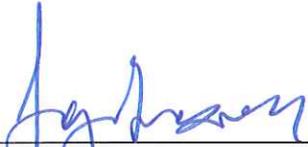
- Town Board Workshop & Special Meeting, Wednesday, July 20, 7:00 & 8:00 Pm
- County Association of Townships Quarterly Meeting, Wednesday, July 20th, 7:30 p.m., Becker Town Hall
- Town Board Workshop Tuesday, July 26, 7:00 pm – rescheduled to Monday August 15th at 7:00 pm

ANY OTHER BUSINESS: None.

Motion to Approve Bills for Payment – Handshoe/Good unanimous to approve for payment check numbers 15670 through 15732 totaling \$38,964.51; and check numbers 15733 through 15735 for \$1,868.54 for a grand total of \$40,833.05.

Adjournment – Good/Handshoe unanimous to adjourn at 1:00 a.m.


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


 Approved By: (s/) Jay Swanson
 Chairman, Board of Supervisors
 Baldwin Township

Attendees: Paul Johnson, Tech Huntington, Shelley Larson, Steven Hieb, Mari Owens, Gene Nitz, Doug Manthei, Jon Wadsworth, Kim Walz, Cal Watson, Lester Kriesel, Rich Harris, Blane Ding, Christi Miller, Robert Week, Elaine Philippi, Jeff Hage, Scott Case, Dean Kleinhans, Jim Oliver, Jeremy Baty, T. Hicks, Gloria Semke, Dawn Othoudt, Dale Nordby, Ross Gabrielson, Dave Hewitt, Chuck Nagle, Jon Bogart

JUNE 2011

FINAL

CLAIMS										
CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
15586	Alexandria Tech	training	\$720.00							\$720.00
15587	AT&T Mobility	cell phones	\$119.85							\$119.85
15588	AT&T Mobility	cell phone	\$96.03		\$96.03					
15589	Billings Service	tractor fire	\$638.79		\$638.79					
15590	BNG Services	clean up day	\$3,255.85	\$3,255.85						
15591	Bogart Pederson	engineering	\$645.00	\$645.00						
15592	Carol Swanson	reimbursement & mileage	\$121.20	\$121.20						
15593	CenterPoint Energy	gas utilities	\$151.41							\$151.41
15594	CenterPoint Energy	gas utilities	\$422.47	\$422.47						
15595	Circle 9 Conoco	fuel	\$200.25		\$57.68		\$79.57			\$63.00
15596	Comm Asphalt	road patching	\$116.71		\$116.71					
15597	Connexus Energy	electric utilities	\$29.08				\$29.08			
15598	Connexus Energy	electric utilities	\$178.38							\$178.38
15599	Connexus Energy	electric utilities	\$302.15	\$302.15						
15600	Curtis Wark	gopher - 16 pair	\$32.00	\$32.00						
15601	Dean Kleinhans	reimbursement	\$131.02	\$131.02						
15602	East Central Sanit	garbage service	\$46.32	\$46.32						\$23.16
15603	ECM Publishers	notices, legal notices	\$168.63	\$168.63						
15604	Edmonds Masonry	townhall concrete	\$300.00	\$300.00						
15605	ElectionSystems&Sof	m100 and automark maint	\$495.00	\$495.00						
15606	F.I.R.E.	training	\$800.00							\$800.00
15607	Finken Great Glacier	water & cooler rental	\$49.29	\$49.29						
15608	HSBC Business	northern tool charge	\$299.99		\$299.99					
15609	IKON Office	copy machine maintenance	\$822.75	\$822.75						
15610	Jims Mille Lacs Disp	clean up day	\$2,406.70	\$2,406.70						
15611	John Bowen	reimbursement	\$60.00	\$60.00						
15612	Kennedy & Graven	attorney fees (2 months)	\$2,855.82	\$2,855.82						
15613	Larry Handshoe	mileage	\$20.40	\$20.40						
15614	Lester W. Kriesel	cemetery caretaker	\$50.00						\$50.00	
15615	Marvs True Value	supplies	\$290.41	\$45.08	\$165.26					\$80.07
15616	Midwest Fire	supplies	\$900.00	\$575.00						\$325.00
15617	MilleLacs Area DAC	newsletter	\$180.32	\$180.32						
15618	MAT	training	\$45.00	\$45.00						
15619	M-R Sign	road signs	\$446.29		\$446.29					
15620	Neft Auto Supply	supplies	\$210.43		\$210.43					
15621	NESFR	clean up day donation	\$600.00	\$600.00						
15622	Office Depot	office supplies	\$232.20	\$232.20						

JUNE 2011

FINAL

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
15623	Patricia Skarohid	reimbursement	\$17.29	\$17.29						
15624	Petty Cash	newsletter postage	\$616.20	\$616.20						
15625	Petty Cash	postage	\$63.12	\$63.20						\$9.92
15626	Postmaster	permit renewal	\$190.00	\$190.00						
15627	Postmaster	po box rent (6 months)	\$35.00	\$35.00						
15628	Princeton Animal Clinic	animal impounding	\$459.57	\$459.57						
15629	Princeton Rental	e3 equipment	\$1,490.86	\$1,490.86						
15630	Princeton Township	road grading	\$250.00		\$250.00					
15631	Qwest	telephone & internet	\$186.27	\$186.27						
15632	Ray's Auto Body	vehicle repair	\$185.50		\$185.50					
15633	Resource Training	health - june	\$654.50		\$654.50					
15634	Resource Training	health - july	\$654.50		\$654.50					
15635	Reynolds Balloon	hcp banner	\$129.00	\$129.00						
15636	Rick Radtke	gopher - 39.5 pair	\$79.00	\$79.00						
15637	St. Cloud Tech	training	\$750.00							\$750.00
15638	Superior Printing	newsletter	\$454.28	\$454.28						
15639	The Small Engine Sho	blower	\$454.22		\$454.22					
15640	U.S. Bank	credit card charges	\$1,538.31	\$100.00			\$1,438.31			
15641	United States Treasury	941 payment	\$95.97	\$95.97						
15642	Waste Management	garbage disposal	\$552.70				\$552.70			
15643	Wayne Olson	gopher - 77 pair	\$154.00	\$154.00						
15644	Wells Fargo	fire dept & equip lease	\$33,335.28					\$13,397.32		\$19,937.96
15645	West Branch Const	black dirt	\$115.43		\$115.43					
15646	Michael Rademacher	wages	\$287.52							
15647	Randy Atwood	wages	\$377.40	\$377.40						\$287.52
15648	Kimberly Good	wages	\$420.97	\$420.97						
15649	Larry Handshoe	wages	\$366.42	\$366.42						
EFT	MN Dept of Revenue	may fuel tax	\$40.15		\$40.15					
15650	Thomas Rush	wages	\$352.59	\$352.59						
15651	Jay Swanson	wages	\$471.75	\$471.75						
15652	BNG Services	recycling	\$20.00		\$20.00					
15653	CenterPoint Energy	gas utilities	\$90.69							\$90.69
15654	Comm Asphalt	road patching	\$379.84		\$379.84					
15655	East Central Sanit	garbage service	\$46.33	\$23.17						\$23.16
15656	Essig Construction	road grading	\$1,632.00		\$1,632.00					
15657	Fox Valley Systems	traffic paint	\$337.20		\$337.20					
15658	MAT	training	\$180.00	\$180.00						
15659	Neft Auto Supply	supplies	\$279.79		\$279.79					
15660	Thomas Rush	mileage	\$6.12	\$6.12						

CLAIMS										
CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
15670	Ancom Communicat	communications	\$13.00							\$13.00
15671	Anderson Inc.	tractor repair	\$1,307.71		\$1,307.71					
15672	AT&T Mobility	cell phones	\$127.20							\$127.20
15673	AT&T Mobility	cell phone	\$47.61		\$47.61					
15674	Bank of Elk River	firetruck interest payment	\$5,000.00					\$5,000.00		
15675	Blue Line Hockey	clean up day	\$600.00	\$600.00						
15676	Bogart Pederson	engineering	\$5,372.50			\$5,372.50				
15677	Brand Manufacturing	supplies	\$51.54		\$51.54					
15678	Bremer Bank	safe deposit box rent	\$55.00	\$55.00						
15679	Cathy Stevens	postage reimbursement	\$11.58	\$11.58						
15680	CenterPoint Energy	gas utilities	\$19.24							\$19.24
15681	CenterPoint Energy	gas utilities	\$27.05	\$27.05						
15682	Circle 9 Conoco	fuel	\$140.03	\$30.01			\$86.71			\$23.31
15683	Comm Asphalt	road patching	\$115.39		\$115.39					
15684	Connexus Energy	electric utilities	\$315.20	\$315.20						
15685	Connexus Energy	electric utilities	\$216.34							\$216.34
15686	Connexus Energy	electric utilities	\$27.20				\$27.20			
15687	Connexus Energy	hcp luncheon reimbursement	\$514.70	\$514.70						
15688	Dean Kleinhans	reimbursement	\$636.50	\$66.50			\$570.00			
15689	Donald Larsen	janitorial - 2 months	\$270.00							\$270.00
15690	East Central Sanit	garbage service	\$45.64	\$22.82						\$22.82
15691	Eggens Bulk Service	fuel	\$2,244.44		\$1,369.25					\$875.19
15692	Essig Construction	road grading	\$1,700.00		\$1,700.00					
15693	Finken Great Glacier	water cooler rental & water	\$45.02	\$45.02						
15694	Joshua Fuller	gopher - 26 pair	\$52.00	\$52.00						
15695	Kimberly Good	mileage	\$40.29	\$40.29						
15696	Larry Handshoe	mileage	\$10.20	\$10.20						
15697	Lester W. Kriesel	cemetery caretaker	\$50.00						\$50.00	
15698	Marvs True Value	supplies	\$300.91	\$101.93	\$93.45					\$105.53
15699	Medics Training	training	\$1,250.00							\$1,250.00
15700	Midwest Fire	supplies	\$7,239.61							\$7,239.61
15701	MN UC Fund	unemployment payment	\$330.13	\$330.13						
15702	M-R Sign	road signs	\$242.12		\$242.12					
15703	Neft Auto Supply	supplies	\$1,304.98		\$638.33					\$666.65
15704	NE Sherburne Relief	payment	\$356.18							\$356.18
15705	Office Depot	office supplies	\$180.10	\$175.82	\$4.28					
15706	OSI Environmental	recycling	\$45.50		\$45.50					

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
15707	Petty Cash	postage & \$50 increase	\$141.04	\$139.08						\$1.96
15708	Plaisted Companies	class 5	\$203.92		\$203.92					
15709	Postmaster	business reply permit	\$190.00	\$190.00						
15710	Princeton Animal Clinic	animal impounding	\$181.33	\$181.33						
15711	Princeton Rental	supplies	\$127.84		\$123.38					\$4.46
15712	Princeton Township	road grading	\$250.00		\$250.00					
15713	Randy Atwood	mileage	\$9.18	\$9.18						
15714	Ray's Auto Body	vehicle repair	\$117.20		\$117.20					
15715	Resource Training	health - august	\$654.50		\$654.50					
15716	Reynolds Balloon	banner	\$125.00	\$125.00						
15717	Roger Nelson	gopher - 55 pair	\$110.00	\$110.00						
15718	Sherburne History	membership renewal	\$150.00	\$150.00						
15719	The Small Engine Sho	supplies	\$74.76		\$74.76					
15720	Timmer Implement	supplies	\$49.96		\$49.96					
15721	U.S. Bank	credit card charges	\$927.18	\$927.18						
15722	Terry Carlile	wages	\$220.81		\$220.81					
15723	Louis Christen	wages	\$719.80		\$719.80					
15724	Cheryl Dobson	wages	\$229.51	\$229.51						
15725	Cathy Stevens	wages	\$1,341.90	\$1,341.90						
15726	Larry Boeke	wages	\$207.57							\$207.57
15727	Randy Atwood	wages	\$606.19	\$606.19						
15728	Kimberly Good	wages	\$755.41	\$755.41						
15729	Larry Handshoe	wages	\$540.15	\$540.15						
15730	Thomas Rush	wages	\$524.41	\$524.41						
15731	Michael Huebsch	reimbursement	\$161.96				\$161.96			
15732	Thomas Rush	mileage	\$39.98	\$39.98						
		totals	\$38,964.51	\$8,267.57	\$8,029.51	\$5,372.50	\$845.87	\$5,000.00	\$50.00	\$11,399.06