

BALDWIN TOWNSHIP REGULAR MEETING

March 5, 2012

Present – Supervisors Tom Rush, Kimberly Good, Larry Handshoe and Randy Atwood. Supervisor Jay Swanson was absent.

Call to Order – The March 5, 2012 regular meeting of Baldwin Township was called to order by Vice Chair Tom Rush at 7:02 p.m.

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

Additions/Corrections to Agenda – Removed from the agenda is 'Discuss/Approve/Disapprove Increasing Department Spending Limit Without Board Approval' from Fire Department Report; add an announcement about Banyon's delay of Baldwin Township's audit; and add Hiring of Three (3) Firefighters.

Approval of Regular Meeting Agenda With/Without Additions/Corrections – Handshoe/Good unanimous to approve meeting agenda with one deletion and with additions.

March 2012 Preliminary Treasurer's Report – The clerk reported receipts of \$1,220.62 and disbursements of \$12,877.11, check numbers 16312 through 16350 and 0 EFT payments leaving a preliminary balance of \$447,965.99.

Sheriff's Report – There were 112 calls for service in the month of February. Rush thanked the deputy for the extra patrol behind the salt/sand shed.

Approval of Consent Agenda - Good/Atwood unanimous to approve the Town Board Meeting Minutes of February 21, 2012 Board of Audit and February 21, 2012 Regular Town Board Meeting.

Open Forum for Citizens - Chuck Nagle, 131st Street, asked if agenda packets could be made available on the website before the Thursday prior to the meeting. He asked if the Baldwin iPad email addresses could be made public. He asked if the names of the planning commission applicants can be made public. Applications for the planning commission are still being taken; therefore the names of the applicants will not be available until the process is completed.

Rich Harris, 281st Avenue, requested that the treasurer be present at the annual meeting.

Conditional & Interim Use Permits: None.

Plats: None.

Variances: None.

OLD BUSINESS:

Road Report – Handshoe reported that, with one more load of salt, the township will be at their 80% quota.

Review/Approve/Disapprove Quote for Chip Seal Project – The township received four (4) quotes:

Allied Blacktop Company: \$68,383.00
Pearson Bros., Inc.: \$68,657.50
ASTECH: \$55,760.30
Caldwell Asphalt Co., Inc.: \$63,928.00

Township engineer, Jon Bogart's estimate was \$67,808.40. Atwood/Handshoe unanimous to award the quote to ASTECH in the amount of \$55,760.30.

Review/Approve/Disapprove Quote for Crack Sealing Project – The township received two (2) quotes:

Allied Blacktop Company: \$44,850.00
ASTECH: \$31,691.00

Township engineer, Jon Bogart's estimate was \$44,000.00. Good/Handshoe unanimous to contract with ASTECH for crack sealing in the amount of \$31,691.00.

Review/Approve/Disapprove Quote for 104th Street Project – The township received four (4) quotes:

Hardrives: \$60,171.20
Omann Brothers Paving: \$61,127.04
Rum River Contracting: \$61,779.50
Knife River: \$60,932.70

Township engineer, Jon Bogart's estimate was \$51,300.00. Atwood/Handshoe unanimous to contract with Hardrives contingent on Jon Bogart checking the bid for accuracy.

Review/Approve/Disapprove Quote for 289th Avenue & 127th Street (Prairie Ridge)
The township received four (4) quotes:

Hardrives: \$52,883.44
Omann Brothers Paving: \$57,026.32
Rum River Contracting: \$64,942.85
Knife River: \$53,447.60

The apparent low quote is Hardrives at \$52,883.44. Township engineer, Jon Bogart's estimate was \$59,075.50. The quote is for the first lift only. Rush stated that the township went out for quotes even though this is in a development with 11 lots and 7 homes. The project is listed in the Capital Improvement Plan this year. Jon Bogart estimates the 2nd lift to cost approximately \$30,000. Good stated that the town board needs to look at special assessments when it comes to developments. With our small road and bridge budget the town needs to focus where it is really needed. Handshoe agreed that it was expensive for 7 homes on a cul-de-sac and questioned if the project was a "filler" for the Capital Improvement Plan. Bogart stated that the project fit into a particular space but needs to be done. Good stated that the road was chip sealed 4 years ago. Bogart replied that the road is still deteriorating. Rush stated that he believes the road and bridge money should be used for the main arteries of the township. The township has not heard from the residents within this development about their road. Good suggested tabling until the planning commission can look at the development roads. Rush questioned if there were any other roads that the board could bump up from 2012 with Bogart replying that 96th Street would be a good candidate. Handshoe replied that he was waiting to hear back from Spencer Brook Township as they are debating to fix the entire road or one area. Rush stated that he voted no to go out for bid last month. Atwood stated that the board still needed to get a number and possibly talk to the landowners. Good/Handshoe unanimous to disapprove. Atwood stated that there is no policy in place so therefore the only thing the town board could do is approve as a whole.

Prairie Ridge Subordinate Service District Information – The Clerk gave an overview of subordinate service district and special assessment information.

Discuss/Approve/Disapprove Address Sign Funding – There are public safety dollars that have been collected from fines, and this qualifies for potential funding for the EMS signs. Motion by Good to spend the public safety money that has been collected since 2007 and use it for the signs. Motion died for lack of second in order to current prices from the vendors. Good/Handshoe unanimous to table until the March 20th meeting in order to obtain updated quotes.

Status of 2012 Road Projects Per Capital Improvement Plan – 2012 Road Project plan status will be addressed by Bogart after the quotes are opened.

Fire Department Report – Captain Scott Case reported that Baldwin Fire Department had 24 calls in the month of February.

Discuss/Approve/Disapprove Increasing Department Spending Limit Without Board Approval – Removed from agenda.

Approve/Disapprove Hiring of Three (3) Firefighters – Good/Handshoe unanimous to approve the hiring of Brandon Bedberry, Lance Soderholm and Tyler Paulson. There were seven candidates; the other four have been tabled until a full officers meeting is held. Currently there are 24 volunteer firefighters.

Approve/Disapprove Fire Department Paying up to \$1,600 for Hennepin Technical College Burn Trailer/Instructor for Training Purposes – Good/Atwood unanimous to approve the Fire Department paying up to \$1,600 for a Hennepin Technical College burn trailer and instructor for training purposes.

ISO Rating Update (Per December 5, 2011 Town Board Meeting) – Good/Handshoe unanimous to table until the March 20th meeting since Chief Rademacher has not yet received any further information.

Relief Association Quarterly Report – Good/Handshoe unanimous to table until the March 20th meeting since no figures as yet have been received by the clerk.

PAVC Update – The PAVC Committee is continuing to look for funding for the amphitheatre. It's going to cost from \$90,000 - \$100,000 to just move the water main.

Park Committee Report – Rush reported that the township submitted the grant for \$7,500 from the Athwin Foundation. Also available is a grant from the Mille Lacs Band of Ojibwa for \$2,000.

Discussion of Park Committee's Recommendation to Pursue Additional Parks for Township – Good will develop a list of Baldwin Township properties for the purpose of pursuing additional parks for the township.

Approve/Disapprove City of Princeton's Request for Letter of Support for the DNR Trail Connections Program Grant Application – Rush/Good unanimous to have Baldwin Township write a letter of support for the DNR Trail Connections Program Grant for the City of Princeton.

Regional Park Committee Update – Rush reported that the 4RB Board received a SHIP grant. Letters of support are due by the end of March. The Laura Jane Messer grant was discussed. The Mille Lacs Tea Party was there and their concerns were addressed by the Chairman. There will be a bike safety camp this spring. Their next meeting is March 28.

TCP Baldwin Volunteer Corps Update – Tim Kane stated that he was out of town and was unable to attend the last meeting held on February 27th. He reviewed the meetings unapproved meeting minutes. The Finish Line Café will be contacted for a May 15th Business Luncheon; the Funfest tentative dates are September 22, 29 or October 6. The next Baldwin Volunteer Corps meeting is March 26th at 7:00 p.m. at the town hall.

Approve/Disapprove Using a Portion of the Initiative Foundation Grant to Support Cash Match for the Young Park Grant – Available is a grant for \$87,000 with a \$5,500 match. A formal letter from Swanson will be written to Riddle recommending \$2,500 from the park dedication fund be released to Baldwin Township in order to help obtain a grant for \$87,000 for Young Park. Good/Handshoe unanimous to approve taking another \$2,500 from the Initiative Fund monies to complete the amount.

Joint Committee with City of Princeton Status – No report.

City of Princeton Planning Commission Report – Atwood reported that he did not attend the Planning Commission as it conflicted with the township's regular meeting.

Agenda Change - Rush/Handshoe motion to move agenda item "j" "Status of Rain Garden/Boat Ramp" up before agenda item "i" so township engineer Jon Bogart can go home.

Status of Rain Garden/Boat Ramp – Bogart reported that we are waiting for spring. We are going with plan "c", which continues to use the boat ramp and slightly smaller rain garden. Good stated that she would like to table this until the April regular meeting. There was discussion regarding the alternate boat launch. Update in April on the agenda. Bogart will arrange to have Bill Bronder here. Jon will get information together and present next month.

Review of Yearly Maintenance Metrix Calculations – Tabled until the March 20th meeting for more review by Rush.

Status of Rain Garden/Boat Ramp – See above

Approve/Disapprove Cemetery Sign – Handshoe/Good unanimous to table until the April 2nd meeting in order for Kriesel to obtain more quotes on a Baldwin Cemetery sign.

Review of May 18, 2011 Town Board Workshop Meeting Verbatim Minutes – Atwood/Handshoe unanimous to table reviewing the May 18, 2011 Town Board Workshop minutes.

Approve/Disapprove Supervisor Larry Handshoe to Attend County Water Plan Advisory Meetings – Good/Atwood unanimous to approve Supervisor Handshoe to attend the County Water Plan Advisory meetings.

Reschedule Grant Training – A possible dates for rescheduling grant training is March 19, 2012 from 7:00 to 8:30 p.m.

TABLED ITEMS:

Approve/Disapprove Monthly Metrics Be Available from Township Staff at the Regular Meeting – Rush/Handshoe unanimous to table.

Discuss/Approve/Disapprove Request to County for Park Dedication Funds for Cash Match for Park Grants – Rush/Good unanimous to approve the request to the county for Park Dedication Funds for a cash match for park grants pending on Swanson's contact with Nancy Riddle.

Approve/Disapprove Maintenance Job Description – Good/Handshoe unanimous to table in order for changes to be made to the maintenance job description and brought forward for review at the March 20th meeting.

Approve/Disapprove Installing Louis Christen Into Maintenance Job Position – Good/Handshoe unanimous to table until the March 20th meeting until a job description is available.

NEW BUSINESS:

Approve/Disapprove Clean Up Day Vendors & Fees Charged – Atwood/Handshoe unanimous to table until the meeting of March 20th since information has not been received from some of the vendors.

Schedule Oath of Office & Reorganization Meeting– The Oath of Office & Reorganization meeting will be March 22 at 7:00 p.m.

Approve/Disapprove Attendance at MAT Short Course, Monday March 26, 2012, St. Cloud – Good/Atwood unanimous to approve the clerk, deputy clerk and up to five supervisors attend the MAT Short Course in St. Cloud on Monday March 26th.

Discuss Newsletter Frequency – As a result of the visioning sessions, the township board approved to increase the frequency of the newsletter to be paid for by Initiative Foundation dollars. The Initiative Foundation is not an internal funding source. Good said she would bring this topic up at the annual meeting.

Approve/Disapprove Participation in Minnesota Benefit Association's Township Officer Group Life Insurance Plan – Atwood/Good unanimous to disapprove participation in Minnesota Benefit Association's Township Officer Group Life Insurance Plan.

Discuss Fire Department Requests for Maintenance – According to Handshoe Lou Christen will do oil changes and small maintenance for the fire department.

Approve/Disapprove Internal Maintenance Job Posting – Good/Handshoe unanimous to approve internal maintenance job posting open to the snowplow drivers and firefighters at \$8.00 per hour.

ANNOUNCEMENTS:

- Town Election & Annual Meeting, Tuesday, March 13, 2012. Polls Open at 10:00 a.m. Precinct 1 and Precinct 2 Are Combined to Vote at Town Hall. Annual Meeting Begins at 8:01 p.m., Maintenance Shop
- Board of Canvass, Tuesday, March 13, 2012, Immediately Following Annual Meeting
- Banyon has delayed Baldwin Township audit until April

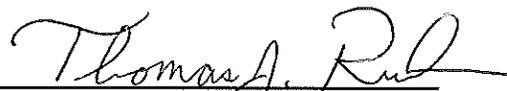
Any Other Business: None.

Motion to Approve Bills for Payment – Good/Atwood unanimous to approve for payment check numbers 16312 through 16350 totaling \$12,877.11.

Adjournment – Good/Handshoe unanimous to adjourn at 9:37 p.m.



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



Approved By: (s/) Thomas Rush
Vice-Chairman, Board of Supervisors
Baldwin Township

Attendees: Lester Kriesel, Rich Harris, Scott Case, Chuck Nagle, Tim Kane, Elaine Byker, Kevin Foster, Jon Bogart

MARCH 2012

PRELIMINARY

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CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	DEBT SERVICE	CEM	FIRE
16312	Alex Air Apparatus	scba	\$142.50							\$142.50
16313	ANCOM Commun	communications	\$550.59							\$550.59
16314	Cathy Stevens	mileage	\$20.37	\$20.37						
16315	Central Fleet Service	vehicle repairs & parts	\$371.98		\$371.98					
16316	CenturyLink	phone and internet	\$428.80	\$285.25						\$143.55
16317	Connexus Energy	electric utilities	\$509.21	\$509.21						
16318	Connexus Energy	electric utilities	\$32.97				\$32.97			
16319	Connexus Energy	electric utilities	\$225.38							\$225.38
16320	Couri & Ruppe	attorney fees	\$120.00	\$120.00						
16321	Donald Larsen	janitorial service	\$120.00							\$120.00
16322	ECM Publishers	legal notices, notices	\$405.15	\$405.15						
16323	Kennedy&Graven	attorney fees	\$99.00	\$99.00						
16324	Kimberly Good	mileage	\$12.21	\$12.21						
16325	Lester W. Kriesel	cemetery caretaker	\$50.00						\$50.00	
16326	Metro Fire	fire boots	\$343.93							\$343.93
16327	Office Depot	office supplies	\$74.95	\$74.95						
16328	Petty Cash	postage	\$78.55	\$77.25						\$1.30
16329	SherburneCoSheriff	radios	\$3,000.00							\$3,000.00
16330	U.S. Bank	credit card charges	\$597.28	\$80.00	\$465.00					\$52.28
16331	Victor Lundeen Co	checks & envelopes	\$401.50	\$401.50						
16332	void	void								
16333	void	void								
16334	void	void								
16335	void	void								
16336	Kimberly Good	wages	\$280.65	\$280.65						
16337	Cheryl Dobson	wages	\$327.48	\$327.48						
16338	Larry Boeke	wages	\$202.03							
16339	Michael Rademacher	wages	\$214.64							\$202.03
16340	Louis Christen	wages	\$665.11		\$665.11					
16341	Phillip Fadden	wages	\$495.67		\$495.67					
16342	Lee Goodin	wages	\$277.28		\$277.28					
16343	Roger Johnson	wages	\$256.20		\$256.20					
16344	Kristopher Macko	wages	\$366.50		\$366.50					
16345	Mark Otis	wages	\$292.87		\$292.87					
16346	Cathy Stevens	wages	\$1,342.21	\$1,342.21						
16347	Larry Handshoe	wages	\$209.13	\$209.13						
16348	Tom Rush	wages	\$338.55	\$338.55						

