

## BALDWIN TOWNSHIP REGULAR MEETING

April 18, 2016

**Present** – Supervisors Brad Schumacher, Jay Swanson, Tom Rush and Larry Handshoe. Supervisor Jeff Holm absent.

**Call to Order** – The April 18, 2016 regular meeting of Baldwin Township was called to order by Chairman Brad Schumacher at 7:02 p.m.

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

### **Additions/Corrections to Agenda**

- Add 'Approve/Disapprove/Discuss Basketball Hoop at Young Park' under Park Committee Report
- Add 'Approve/Disapprove Claim Without Receipt' under New Business
- Add '125 ½ Street' under Road Report
- Move Tabled Items 'Approve/Disapprove 281<sup>st</sup> Culvert in The Highlands' and 'Approve/Disapprove Applying Calcium Chloride' under Road Report
- Add 'Andrew Matthews' after Road Report
- Add 'Approve/Disapprove Thank you Letters to Past Planning Commissioners' to New Business
- Move 'Approve/Disapprove Twins Community Fund 2016 Grant Agreement' to after Road Report
- Add 'Approve/Disapprove Quote for Safety Eyes' to New Business
- Add 'Approve/Disapprove Independent Testing Technologies for Soil Borings' to Road Report.

**Approval of Regular Meeting Agenda With/Without Additions/Corrections** – Rush/Handshoe unanimous to approve regular meeting agenda as amended.

### **Treasurer's Report:**

**April 2016 Preliminary Treasurer's Report** – The clerk reported receipts of \$4,147.26 and disbursements of \$41,860.97 (not including payroll), check numbers 20136 through 20155 and 5 EFT payments leaving an unaudited balance of \$638,214.98.

**Sheriff's Report** – No report.

### **Road Report:**

**Approve/Disapprove Letter to Businesses on 125 ½ , 314<sup>th</sup> & 316<sup>th</sup> Regarding Start Date and Expected Duration for the First Lift Project** – The start date will be known at the preconstruction conference on May 11. Swanson will prepare a letter on Baldwin letterhead to be reviewed at the next board meeting. Schumacher/Rush unanimous to approve drafting a letter for the businesses on 125 ½, 314<sup>th</sup> and 316<sup>th</sup> regarding a start date and expected duration for the first lift project. The letter will be brought back to the Town Board for approval.

**Approve/Disapprove 281<sup>st</sup> Culvert in The Highlands** – The cost estimate from John Boemer's engineer is \$23,550. Jon Bogart stated that the board originally just planned on replacing the culvert by Boemer's driveway. The TEP Panel lowered the elevation from 1004 to 1001 for the wetlands. There is an existing channel they will tie into. Swanson stated that Mr. Boemer has had years and years of trouble with water. The culvert was never installed back in 1997. A drain field that was cut up with a previous owner and Boemer started to flood. As a board, we approved \$3,000 to replace the culvert under his driveway with no changes in the wetland. We sent him a letter that was what we were willing to do as it was good enough to our standards. The road in the proposed drawing from Boemer's engineer does not need to be that wide. Rush questioned that with their proposal it goes from \$3,000 to \$23,500? Swanson stated that this project fixes the drainage area by the wetland and also going over to a new culvert and new asphalt and also drainage on the southwest of the road. Bogart stated that when the wetland gets lowered and dredge would add some cost. He spoke with Boemer's engineer and they both agreed not to propose replacing culvert under the driveway. Bogart believes the unit prices are reasonable. Schumacher asked if the road was narrowed would it save any money. Bogart replied that it would actually add cost.

Boemer stated that the current plan puts water through the easement and not through his property. There was documentation submitted to the county that shows the culvert piping never was installed. Schumacher asked Boemer how much of the \$23,500 does he want to participate in. Boemer replied that he has already spent more than \$10,000. He went through arbitration with Jess Hall and representatives of Bogart Pederson and a culvert was installed. The arbitrator agreed that the township stepped up. He has no recourse and just wants the problem fixed. The water has affected the foundation on both buildings on his property. The TEP panel agreed to lower to 1001 because that was where the water level was originally. There is no deadline from the TEP panel. Boemer stated that the cul de sac is acting like a dam. Schumacher questioned if lowering this down would affect other homeowners. Bogart replied that, in his opinion, there would be no issue as the water will come out a bit at a time and not all at once. Bogart stated that we can go ahead and lower the culvert under the driveway now and dig out the ditch and take the hump around the cul de sac. Boemer stated that he would like to direct the water to its original path and would like to direct it on the easement on the plot of survey. He wants to stop damage to his buildings and the water level needs to get down as soon as possible. Swanson stated that the developer would pay for the culvert but now it is 15 years later and the town is now completely liable. We did not have the right things done right off the bat. The next steps would be to get a quote on the construction of this as these are engineering estimates. We still have the option to say no.

**Motion to recess** – Swanson/Handshoe unanimous to recess to open/review/award sealed bids for air compressor at 7:30 p.m.

**Open/Review/Award Sealed Bids for Air Compressor** – Three bids were received for the air compressor. A bid from Cathy Stevens for \$110; a bid from Zac Good for \$125;

and a bid from Gary Kubiszewski for \$105. Swanson/Handshoe unanimous to award the bid for the air compressor to Zac Good for \$125.

**Motion to Reopen Meeting** – Swanson/Rush unanimous to reopen the meeting at 7:32 p.m.

**Continue Road Report:**

**Approve/Disapprove 281<sup>st</sup> Culvert in The Highlands (continued) –**

Swanson/Handshoe unanimous to send it out to quote and get a real number and return it back for the May 2<sup>nd</sup> meeting.

**Approve/Disapprove Independent Testing Technologies for Soil Borings**

Swanson/Handshoe unanimous to approve Independent Testing Technologies bid for \$9,180 for soil borings on 136<sup>th</sup> Street.

Notes to Board from Maintenance Department from Terry Carlile:

- Need to spend \$530.00 for new brushes for mower sweeper.
- Remove tree at Mike Brinwall's place. See quotes.
- Jason Aurant is going out of business and will not be giving us a quote on any more large tree removal jobs.
- Called Jon Bogart regarding 297<sup>th</sup> Avenue. 1 large area of road surface (looks like 1" overlay coming apart and needs to be repaired.)
- See note attached from Joel Stottrup re 305<sup>th</sup> Avenue.
- Copier in maintenance department broken and can not be repaired on account its obsolete. We are looking for replacement through Ricoh. How much should we spend.
- Would like to purchase service manual for Case 621 Loader for \$352.80.

Swanson/Rush unanimous to approve \$530.00 for new brushes for the mower sweeper.

Two bids have been received for tree removal from the road right of way near Brinwall's property. Jess Ewert submitted a bid for \$950.00 plus tax to remove tree without cleanup; Jake's Top Notch Tree Service submitted a bid for \$534.38 to remove tree with cleanup. Swanson / Handshoe unanimous to award the bid to Jake's Top Notch Tree Service for up to \$600.00. Terry will contact Lynn Waytashek for clarification on permitting distance from lakeshore property for tree removal.

Permitting will need to be obtained, according to Bogart, if work on the sinkhole by the Battle Brook culvert on 305<sup>th</sup> is to be done.

The copy machine in the maintenance department is broken and considered obsolete for repairs.

Check to see if the service manual for the Case 621 can be downloaded as a .pdf file and printed out.

**Approve/Disapprove Moving Funds from R&B to Park Fund – Rush/Swanson** unanimous to approve moving \$4,500 from the road and bridge fund to the park fund.

Livonia Township has offered space for storage of material in a space between two buildings that are gated and locked. The clerk will check whether this would be covered by our insurance company.

**Approve/Disapprove Twins Community Fund 2016 Grant Agreement - Rush** reported that the township received a \$10,000 grant. The agreement has a date of May 1, 2016 and there was discussion regarding it should be May 1, 2017. Rush presented a sketch of what he envisioned the ballfield to look like. Rush reported that there will be in kind donations from Princeton Softball Foundation. We can start in May and in June go out for bids. We do need some kind of well out there for drinking water and irrigation. He would like the agreement approved as adjusted with the date.

Swanson stated that we don't know how much this is going to cost. Bogart replied that Big Lake fields cost up to \$60,000. Rush stated that we have secured grants and are in the running for a \$10,000 Burlington Northern grant. Swanson stated he does not believe dugouts are right for sandlot baseball nor stadium lights. Schumacher asked Bogart if he could get solid numbers by May 2<sup>nd</sup> with Bogart replying he could not. Rush stated that the grant agreement needs to be submitted by April 22. He believes it will cost about ½ of \$60,000 with in kind donations. The purpose of this letter is that we can get this done by the end of the summer. Swanson stated that he has no idea of what this costs and a plan needs to be made and Bogart needs to get numbers. Rush stated that we did have a number but that was off of the Big Lake ballfield. Bogart stated that he can have a conceptual number by May 2<sup>nd</sup>. Swanson stated that he does not want to dig into other funds to pay for this. Can we get this for \$45,000 or less? Bogart replied 'yes'. Schumacher stated that this is part of the plan for the park and we already paid for the granting process. Swanson stated that, in order to utilize a Twins grant, it is not a wise way to plan a baseball field. Rush stated that the board needs to approve the letter and we have a year to give their money back if not utilized. Bryan Lawrence encouraged the board to contact a person who has built fields in Athens Township and Cambridge. He is retired and he is frugal. He does great work with low budgets. If the board is interested he has his name and number. He manages things well and is a wealth of knowledge. Russ Mann is his name and Lawrence supplied his phone number. Lawrence stated that the board can give his name as a reference. Rush stated that we did have a number as we needed a number to submit the grants. The estimate was \$65,000-\$70,000 with contingencies. Rush/Schumacher unanimous to approve the grant agreement as written. Bogart will have conceptual numbers by the second meeting in May.

**Approve/Disapprove Short Backstop-Basketball Hoop – Swanson/Handshoe** unanimous to approve installing a short backstop basketball hoop at a lower level for the younger children at Young Park.

**Presentation by Andrew Matthews** – Matthews is running for the state senate seat in District 15 under the Republican Party which will be vacated by Dave Brown. There was discussion regarding the MS 4 unfunded mandate and holding water on commercial properties. Mathews said he will help prepare a list of concerns with other townships.

**Road Report:**

**Approve/Disapprove Letter to Businesses on 125-1/2, 314<sup>th</sup> & 316<sup>th</sup> Regarding Start Date and Expected Duration for the First Lift Project - See above.**

**Approval of Consent Agenda** – Rush/Handshoe unanimous to approve the Town Board Meeting Minutes of March 31 and April 4, 2016; approve Clerk Vacation Days, June 13-June 24, 2016; approve Notice of Award for Georgetown Addition, 2016 Road Improvement; and approve Construction Agreement for Georgetown Addition, 2016 Road Improvements.

**CONDITIONAL & INTERIM USE PERMITS:** None.

**PLATS:** None.

**VARIANCES:** None.

**OLD BUSINESS:**

**County Planning & Zoning Report** – Bryan Lawrence congratulated Supervisor Handshoe on his election to Baldwin Township and to Supervisor Schumacher on being appointed chairman. He said on the February agenda of the county planning and zoning a CUP was approved for an amateur radio antenna in Livonia Township. In February the solar farms amendment was tabled and now it will be on the April agenda. The Baldwin Town Board recommended using a CUP for solar farms. Swanson asked what were some of the concerns. Lawrence replied security and tear down and understanding the transferability of it. A church in Big Lake Township is also on the agenda with the biggest issue being access.

**Park Committee Report:**

**Approve/Disapprove Moving Funds from R&B to Park Fund – See above.**

**Approve/Disapprove Twins Community Fund 2016 Grant Agreement - See above.**

**Baldwin Planning Commission Update** – Handshoe reported that an interview for a new member and the reappointment of a member was voted on. The commission is trying to reduce some of the wording in the Comprehensive Plan. Tabled to the next meeting was discussion on solar farms and the Wicklander Variance. Schumacher said that Ruff Start Rescue is looking at purchasing a building behind the Subway and that Azure Davis has requested to be at the next Planning Commission meeting.

**Baldwin Volunteer Corps Update** – Swanson reported that the Baldwin Corps is still working on the details of the FunFest and the 3K run. The flyers are ready to go.

**Water Tender Update** – No update.

**Review/Approve/Disapprove Quote on Tree Removal** – See above.

**Sherburne Mobile Home Community EMS Sign Update** – The signs will be picked up and installed.

**Clarification of Fire Chief Spending Limit (\$1,000 or \$1,500)** – Swanson/Handshoe unanimous to clarify the spending limit for the Fire Chief is \$1,500.

**Approve/Disapprove Equipment Committee Formation for Fire Department**  
Swanson/Handshoe unanimous to approve forming a committee for the fire department to look at the water tender and the grass rig.

**Open/Review/Award Sealed Bids for Air Compressor** - See above.

**TABLED ITEMS:**

**Approve/Disapprove 281<sup>st</sup> Culvert in The Highlands** – See above.

**Approve/Disapprove Applying Calcium Chloride** – Rush/Handshoe unanimous to approve \$12,517 to calcium chloride all the roads that are on the 2016 Baldwin Township dust suppression list; to have maintenance coordinate the project; and enlist the fire department's help at \$15 an hour.

**Approve/Disapprove Town Hall Parking Lot Repair** – Swanson/Rush unanimous to table the town hall parking lot repair to the first meeting in May.

**Approve/Disapprove Sending Letter to Property Owners on 313<sup>th</sup> Avenue** – Swanson/Handshoe unanimous to have the clerk transfer to Baldwin letterhead and send it out.

**Approve/Disapprove 2016-2017 Winter Hours** – Rush/Handshoe unanimous to table to the October 3, 2016 regular meeting of Baldwin Township.

**NEW BUSINESS:**

**Approve/Disapprove Quote for 7 Safety Eyes Installed on Maintenance Garage Doors** – Handshoe/Rush unanimous to disapprove quotes for 7 safety eyes installed on the maintenance garage.

**Approve/Disapprove Quote for 7 Bang Hose Kits Installed** – Rush/Handshoe unanimous to approve \$1,436.12 submitted by Gave Garage Door to install 7 bang hose kits on maintenance garage.

**Approve/Disapprove Termination of Seasonal Snowplow Drivers** – Swanson/Rush unanimous to approve the termination of the seasonal snowplow drivers.

**Approve/Disapprove Clerk and 2 Head Election Judges Attend Election Equipment Training, Tuesday, May 3<sup>rd</sup>, 9:00 a.m.-4:00 p.m., Becker History Center**  
Rush/Handshoe unanimous to approve the clerk and 2 head election judges to attend the Election Equipment Training on May 3<sup>rd</sup> at the Becker History Center.

**Approve/Disapprove Corporate Authorization Certificate for Safe Deposit, Bremer Bank** – Swanson/Handshoe unanimous to approve the Corporate Authorization Certificate for the safe deposit box at Bremer Bank.

**Approve/Disapprove Claim Without Receipt** – Swanson/Handshoe unanimous to approve a firefighter claim which does not have receipts for MSA SCBA pack batteries for \$63.72.

**Approve/Disapprove Thank You Letters to Past Planning Commissioners**  
Swanson/Handshoe unanimous to approve thank you letters to the past planning commissioners.

**Announcements:**

- Lake Diann Sediment Pond and Drainage Plan Pre-Construction Conference, Wednesday, April 20, 11:00 a.m., Baldwin Town Hall

**ANY OTHER BUSINESS:**

Sherburne County Sheriff's distracted driving prevention news conference, Friday, April 22<sup>nd</sup>, 11:00 a.m., Becker City Park.

Sherburne County Association of Townships Meeting, Wednesday, April 20<sup>th</sup>, 6:30 p.m., Sherburne County History Center.

Sherburne County EDA meeting, Wednesday, April 20<sup>th</sup> at Pebble Creek.

Park meeting with Rhonda Lewis, Thursday, April 21<sup>st</sup>.

**Approve/Disapprove Clear Comfort Heating & A/C Invoice** – Swanson/Handshoe unanimous to approve Clear Comfort Heating & A/C invoice in the amount of \$388.58 for re-piping eyewash station and replacing well pressure switch at the fire station.

**Motion to Approve Bills for Payment** – Swanson/Handshoe unanimous to approve for payment check numbers 20136 through 20155 and 5 EFT payments plus check numbers 20156 through 20158 totaling \$41,860.97.

**Adjourn** – Swanson/Rush unanimous to adjourn at 9:01 p.m.

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

  
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Approved By: (s/) Brad Schumacher  
Chairman, Board of Supervisors  
Baldwin Township

5-2-16  
\_\_\_\_\_  
Date

Attendees: Lester Kriesel, Bryan Lawrence, Dick Marshall, Terry Carlile, John Boemer, Jon Bogart, Joe Kiel