

BALDWIN TOWNSHIP REGULAR MEETING

April 21, 2015

Present – Supervisors Jay Swanson, Tom Rush and Brad Schumacher. Supervisor Jeff Holm arrived at 7:08 p.m. Supervisor Randy Atwood not present.

Call to Order – The April 21, 2015 regular meeting of Baldwin Township was called to order by Chairman Jay Swanson at 7:00 p.m.

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

Additions/Corrections to Agenda

- Add 'Maintenance Report' to Old Business
- Add 'April 16, 2015 Minutes' to Park Committee Report
- Add 'Approve/Disapprove Making Formal Request to Nancy Riddle'
- Add 'Approve/Disapprove Making the May 20, 2015 Meeting a Joint Meeting Between the Town Board'
- Add 'Approve/Disapprove Inviting Planner Chard to the April 20, 2015 Meeting'
- Add 'Approve/Disapprove Transferring Funds from Either the General Fund or the Road & Bridge Fund to Park Fund'
- Add 'Discuss Signage When Pavilion is Rented to Public'
- Add 'Discuss SCORE Grant for Clean Up Day'
- Add 'Approve/Disapprove Sherburne County Association of Townships Joint Powers Agreement'
- Add 'Discuss/Approve/Disapprove Rental Fee on June 6 for Nick Swanz'

Approval of Regular Meeting Agenda With/Without Additions/Corrections

Rush/Schumacher unanimous to approve the regular meeting agenda as amended.

Treasurer's Report:

April 2015 Preliminary Treasurer's Report – The clerk reported receipts of \$2,693.90 and disbursements of \$51,110.36 (not including payroll), leaving an unaudited final balance of \$485,187.52.

Road Report – Schumacher read the Road Report for April 2015 submitted by Terry Carlile.

- We have 14 – 2nd and 3rd driveways installed without permits.
- We have a split rail fence at 14315 – 284 ½ in row resident wanting snowplow drivers to plow snow to opposite side of street; fence needs to be moved.
- 99% of snowplow damage to roadsides has been repaired. Will follow up this summer with class 5 on concerned areas.
- Commercial Asphalt will be opening around May 5 per Eric Woodard (foreman) for pothole patching.
- If mower is available, summer ditch mowing will start June 15.

- All service records and other manuals for truck #4 have been delivered to fire department.
- For all who are aware of Baldwin population sign on Highway 169 and 278th Street is missing. MNDot has pulled that sign on account of we are no longer allowed to place signs on Highway 169 pertaining to Township boundaries. They will be delivering signs back to the Elk River Maintenance Building; we will pick up.
- Bid quote for calcium chloride \$1.01 per unit or per gallon.
- Porta Potties for park.
- Jim's Mille Lacs Disposal - \$123.30 per month; weekly cleaning.
- Jimmy's Johnny's Inc. - \$213.00 per 28 days; weekly cleaning.
- Jim's wash station for FunFest – \$50.00. Will also donate 2nd porta potty for FunFest.
- Jimmy's Johnny's wash station for FunFest - \$95.00. Will also donate 2nd porta Potty for FunFest.
- I am working with 2 electricians for quotes at the park.
- I am working with West Branch for fill dirt between Rain Garden and playground equipment. Also gravel for trail touch up and leveling out soil between boardwalk 1 and 2. Also fill for around pavilion so it can be seeded to grass.
- Also working with ARC Irrigation for spraying weeds along trail.
- Vehicle repairs - \$2,624.20. Make up new fuel line; no parts available; replace both sets of rear springs broken; truck is now MNDot certified.

Terry C. Carlile
 Baldwin Maintenance Department
 April 21, 2015

Swanson said there is a large oak branch hanging over the road on 285th east of County Road 39 and west of 112th Street. Also, a tree fell on 112th Street. It was reported that Sylva Corporation is closed and the board suggested talking to the City of Zimmerman.

Approval of Consent Agenda:

Approve Town Board Meeting Minutes of April 6, April 13 & April 14 LBAE, 2015

Rush/Schumacher unanimous to approve the Town Board meeting minutes of April 6, 2015, April 13, 2015 and the April 14, 2015 Board of Review & Equalization minutes.

CONDITIONAL & INTERIM USE PERMITS: None.

PLATS: None.

VARIANCES:

Approve/Disapprove 22' Variance in Setback from Little Elk Lake for a New Deck

Aaron and Jamie Sorenson are requesting a 22' variance in setback from the OHWL of Little Elk Lake for a deck. Required setback from a general development lake is 75' – deck will not be any closer to the lake than the existing house but is considered an expansion. Holm/Schumacher unanimous to approve with the following comment:

"vegetation taken care of before. Silt fence." The Sorenson's have seeded the area and put in a retaining wall.

OLD BUSINESS:

County Planning & Zoning Report – Bryan Lawrence not present. There was no county meeting.

Park Committee Report – Rush reported that the Park Committee and the Town Board Supervisors met at Young Park on April 16, 2015. The frame for the swings has been installed, and the swings will be installed after the concrete settles. There is enough mulch. The baseball field has been staked out. There will need to be fill added around the basketball court.

West Branch has been to Young Park to place fill dirt. The Park Committee minutes of April 16, 2015 were reviewed and revised.

It was suggested to add to the May Park Committee Agenda to schedule a joint meeting with the Park Committee members and the Town Board Supervisors to meet at Goose Lake Park.

Baldwin Planning Commission Update – The Planning Commission submitted a Mission Statement to the Town Board Supervisors for approval.

Discuss/Approve/Disapprove Planner Chard's Involvement with Planning Commission – Rush/Schumacher unanimous to rescind the previous motion stating that Planner Chard go to quarterly appearances at the Planning Commission meetings. Rush stated that after 6 months he would really like to see Chard's involvement with the Planning Commission wind down. Swanson said that Chard's involvement would be necessary to get the Planning Commission up to speed

Discuss/Approve/Disapprove Independent Contractor Agreement, Planning Administrator – Schumacher/Rush unanimous to table to the June 1 meeting with an accepted friendly amendment from Swanson to check with MAT for independent contractor agreements for attorney and engineering services.

Approve/Disapprove Planning Commission Mission Statement – Rush/Schumacher unanimous to approve the Planning Commission Mission Statement: Commissioners Lawrence/Marshall motion to approve the Mission Statement "To make Baldwin Township a proud place to live by safeguarding property rights, encouraging agriculture, commercial communities and residential growth".

TCI Baldwin Volunteer Corps Update – The next BVC meeting is Monday April 27, 2015. Swanson will fill in for Rush as liaison.

SBA Update – No report.

Review/Approve/Disapprove Purchase of New Laptop – The clerk had provided 5 quotes of different laptops. Schumacher/Rush unanimous to approve a HP 350 Notebook at a cost of \$678.00 with Windows 7 Professional preinstalled with an included Windows 8 license.

Approve/Disapprove Revised Town Board Regular Meeting Schedule – Schumacher/Holm motion to approve the revised Town Board regular meeting schedule. Rush said he has conflicts on Monday meetings for at least three-quarters of the year. With a voice vote taken Schumacher in favor; Rush, Holm and Swanson opposed. Motion fails. The meetings remain the same for the 1st Monday and the 3rd Tuesday of the month.

TABLED ITEMS: None.

NEW BUSINESS:

Signatures Required on Updated Minnesota Association of Townships Officer List – The Supervisors signed as needed.

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

Approve/Disapprove Clerk's Request for Vacation, Thursday, May 7th – Monday, May 11th - Rush/Schumacher unanimous to approve the clerk's request for vacation from Thursday, May 7 through Monday, May 11, 2015.

Approve/Disapprove Formal Request for Nancy Riddle to Attend Meeting of May 20, 2015 – Rush/Schumacher unanimous to approve.

Approve/Disapprove Joint Meeting with Planning Commission and the Town Board for May 20, 2015 – Schumacher/Rush unanimous to approve a joint meeting with the Planning Commission and the Town Board for May 20, 2015.

Approve/Disapprove Inviting Planner Chard to the May 20, 2015 Joint Meeting – Schumacher/Rush unanimous to approve inviting Planner Chard to the May 20, 2015 Joint Meeting.

Approve/Disapprove Transfer of Funds to Park Fund – Rush/Schumacher unanimous to approve transferring \$10,000 from the Road & Bridge Fund to the Park Fund.

Discuss Signage at Pavilion – Schumacher/Rush unanimous to table until discussed at a Park Committee meeting.

Discuss SCORE grant for Clean Up Day – The clerk informed the board that the SCORE grant dollar amount is compiled from a 3 year average of expenses incurred by the township. With the clean up day vendor not taking some items to the GRE facility (anything with a spring) it is costing the township and is not reimbursable by the grant. Rush/Schumacher unanimous to have Jim's Mille Lacs Disposal take the landfillable items to GRE.

Approve/Disapprove Sherburne County Association of Townships Joint Powers Agreement – Schumacher/Rush unanimous to approve the Sherburne County Association of Townships Joint Powers Agreement.

Discuss/Approve/Disapprove Waive Rental Fee for Nick Swanz; Young Park – It was decided it wouldn't be a good idea to set a precedence of waiving the park fees. Discussion regarding town board supervisors donating as a personal thank you with whatever is donated to him deducted from the fee and have parents write a check for the damage deposit. Rush/Schumacher unanimous to disapprove waiving the rental fee for Nick Swanz' Eagle Scout ceremony at Young Park with Rush taking the discussion to the Park Committee.

Announcements:

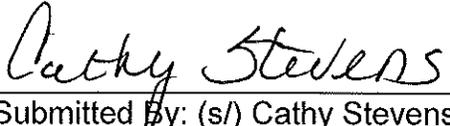
- MAT Legal Short Course, Thursday, April 23, Otsego

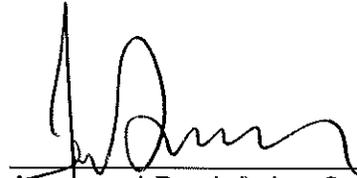
Any Other Business:

Rush/Schumacher unanimous to approve Aurandt Tree Service quote in the amount of \$800 for tree removal at Young Park along the boardwalks.

Motion to Approve Bills for Payment – Schumacher/Rush unanimous to approve for payment check numbers 19259 through 19282 and 4 EFT payments totaling \$23,699.31 minus check number 19273, payable to House Rescuers Inc. in the amount of \$493.15.

Adjournment – Rush/Schumacher unanimous to adjourn at 8:43 p.m.


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


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

5-4-2015
Date

Attendees: Aaron Sorenson, Lester W. Kriesel, Audrey Misiura, Elaine Philippi