

BALDWIN TOWNSHIP REGULAR MEETING

April 3, 2017

Present – Supervisors Brad Schumacher, Jay Swanson, Tom Rush, Larry Handshoe and Bryan Lawrence.

Call to Order – The April 3, 2017 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 Hansen Power and Lighting Quote” under Park Committee Report
- Add “Discuss/Approve/Disapprove New Trim in Town Hall” under New Business
- Add “Discuss Well” under Park Committee Report
- Add “Approve/Disapprove Princeton Township Grading 111 ½ Street” under Road Report
- Switch “Discuss/Approve/Disapprove 136th Street Agreement with Sherburne County” with “Discuss/Approve/Disapprove Going Out for Bid on 136th Street Project Without County Participation” under Road Report

Approval of Regular Meeting Agenda With/Without Additions/Corrections

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

Crack Seal Equipment Demonstration – Not present. Deleted from the agenda.

March 2017 Final Treasurer’s Report – Receipts of \$9,053.73 and disbursements of \$58,471.21, check numbers 20941 through 21012 and 8 EFT payments leaving an unaudited balance of \$789,143.42.

April 2017 Preliminary Treasurer’s Report – The clerk reported receipts of \$4,796.44 and disbursements of \$15,548.46, check numbers 21013 through 21036 and 0 EFT payments leaving an unaudited balance of \$779,021.05.

Sheriff’s Report - Officer Wilson reported there were 261 calls for service in the month of March. The department did tornado work along with security checks in the business district and continue to patrol at Young Park. Rush mentioned that someone is building a fort in the pines at Young Park and building a campfire.

Fire Department Report - Chief Case reported there were 30 calls for service in March. There are three new recruits in the process of qualifying which would make, if hired, a total number of 29 firefighters. The Town Board thanked the department for its response during the tornado/storm.

Discuss Cell Phone – Over time firefighters have been using their own cell phones. Two of the original three phones were given back to the maintenance department, and the other has been misplaced. It was suggested to explore getting different phones that actually takes pictures. Having a phone is essential although it doesn't have to be anything fancy.

Discuss/Approve/Disapprove Concrete Slab and Pergola on Southside of Fire Station – There was discussion regarding putting a concrete slab and a couple of picnic tables in the area just outside of the day room at the fire station. Handshoe/Lawrence unanimous to table until a quote has been received.

Discuss/Approve/Disapprove New Tender and Wildland Equipment – Schumacher stated that the preferences were Midway Ford and Heiman. Chief Case stated that the tender is needed more than the other but both are out of date. The consensus is the tender. With the multiple grass fires this month the department could have used an updated rig. Personally he believes the department needs both. Brian Torborg stated that the township does not need to do anything until the day it arrives for the tender but would save \$5,000-\$6,000 with a down payment. Midway Ford would require \$47,000 to get the wildland truck started. There is also a DNR matching grant up to \$5,000. Torborg stated he talked to them last week and the prices would be the same. Discussion on certificate of indebtedness versus bonding along with discussion on other debt. Discussion on not seeing any big expenses occurring in the next 5 years. The tender, if ordered, would be received in 10-12 months. Lawrence stated that the board is missing certificate of indebtedness information with what it will cost and interest rate. Case stated that the initial bid was in December and they have held it 3 months already. We are on a timeline for a DNR grant by June. Discussion on the Capital Equipment Fund. Schumacher stated that if the board wants both \$47,000 would be needed this year. The Midway wildland truck is part of a state contract. Rush/Swanson unanimous to approve the wildland Midway truck at a cost of \$89,417.61 pending financing. Lawrence stated that the town would get a better rate if we put these trucks together.

Lawrence/Rush unanimous to advertise for bids to match the equipment for the 3000 gallon tender. The board will open bids at their May 1, 2017 regular meeting

Road Report:

Discuss/Approve/Disapprove 136th Street Agreement with Sherburne County - Sherburne County Public Works Director, Andrew Witter, was present. The county will be working on both County Road 42 and County Road 45 and could team together for a joint project. There is an opportunity to draft a joint powers agreement. The process is not necessarily changing but it is prudent to take a look at an agreement. In section 3.4.1 of the draft joint powers agreement it includes some initial monies from the township (95%). For the county to turn around and pay the contractor the county does not want to be a bank until reimbursed from the township. Jon Bogart, township engineer, suggested a monthly basis. The county will be advertising and accepting bids in June with construction starting in August. Swanson stated that the township has

worked with the county in the past and it worked out well. If the town does a joint powers agreement with the county this project is on. We do have the right to do it on our own and refuse all bids. We relinquish the ability to refuse if with the county. We have not secured our funding. We will use the bidding process to do out bonding. We were hoping for a June construction date. He does agree with a joint powers agreement but it is mute since we have not gotten our financing yet. Mr. Witter stated that they can write that into the agreement which would give the county an opportunity to reject the subproject. The county would not award until after the Township Board reviews. Bids would be opened in early June with construction the first part of August. Lawrence questioned if there would be enough time to complete all 3 projects. Mr. Witter replied that they would all be done this construction season and he can write it up that 136th Street be done before the rest. Schumacher stated that the 1st overlay this year and the 2nd overlay next year. Mr. Witter stated he can set it up that way. Swanson stated that there would be a different dollar figure early rather than later this summer. He would not want both north/south corridors torn up at the same time. Mr. Witter stated that they could stage them and make adjustments and coordinate with the school bus routes. He will get a revised joint powers agreement back to the Town Board by April 17th. Bogart asked if the 125-1/2 Street 2nd lift be in the same project. The board replied 'yes'. Discussion on the bike trail along 313th Avenue. The joint powers agreement will be sent to the township attorney so he can review prior to the meeting. Swanson/Handshoe unanimous to table until April 17, 2017.

Discuss/Approve/Disapprove Going Out for Bid on 136th Street Project Without County Participation – Swanson/Rush unanimous to disapprove going out for bid on 136th Street project without the county's participation.

Approve/Disapprove Going Out for Bids, Georgetown 2nd Lift – Swanson/Lawrence unanimous to approve going for bids for the Georgetown 2nd lift and pool with the 136th Street project as we move forward.

Approve/Disapprove Princeton Township Grading, 111 ½ Street – Rush/Handshoe unanimous to approve Princeton Township grading of 111 ½ Street.

Approve/Disapprove Elk Lake Run – Rush/Swanson unanimous to approve the 'Loop the Lake' run at Elk Lake.

Road report (continued) – Terry Carlile stated that there is a grant available through 3M which would cover reflective sheeting on road signs. Most of Baldwin Township's signs have been upgraded to reflectivity standards.

Approval of Consent Agenda - Rush/Swanson unanimous to approve the Town Board Meeting Minutes of March 14 Board of Canvass and March 20, 2017 Regular Meeting minutes; to approve Resolution #17-05; Resolution to Support Princeton Youth Hockey Association's Recreational Programs; to approve the Application for Business Credit, Hardrives, Inc.

Swanson/Rush unanimous to hold approval of the Reimbursement to Robin Fischer in the Amount of \$119.12 until better proof is presented.

Rush/Swanson unanimous to approve Paychex Forms: 1. Performance Evaluation for Non-Exempt Employees; 2. Employment Reference Checklist; 3. Record of Disciplinary Action; 4. Application for Employment; and ; 6. Performance and Planning Appraisal Form. It was determined that 5. Spanish Performance Evaluation is not needed. The following were not approved: 7. Performance Appraisal Manual; 8. Interviewing and Selection Manual; 9. Compensation Manual; 10. Supervisor Procedures Manual.

CONDITIONAL & INTERIM USE PERMITS: None.

PLATS: None.

VARIANCES: None.

OLD BUSINESS:

Park Committee Report – Rush reported that the bases have come along with the pitching rubbers. The bleachers should be arriving by the end of this week. We still need to measure for the netting. He has contacted the association who will be helping. The bases need to be locked down somehow. Phase 2 will be the netting and the poles need to be modified. Somebody made a fort in the trees by County Road 19 and had a fire going in a tepee. Do we want Twist of Nature Tim Gross to continue cutting out there? There is a lot of debris. Carlile stated that new growth has been cut and it is looking trashy. Rush recommends notifying him that the town does not need his services anymore. Carlile stated that he will contact STS to help pick up that stuff. The committee will meet out there this month and, if enough time, Goose Lake. Many Feeks came in and talked to the committee and may be at the county association meeting. Discussion on what type of fertilizer is needed for the ballfield.

Approve/Disapprove Hansen Power and Lighting Quote – Swanson/Handshoe unanimous to approve putting sensors at a cost of \$550 each in the outlet at Young Park.

Discuss Well – The well at Young Park is dripping and leaking because of a crack. The sprinkler company will be contacted.

TCI Baldwin Volunteer Corps Update – Swanson filled in for Rush at the last meeting and reported that there are only two active members on the Baldwin Volunteer Corps committee. Unless interest is generated the committee will dissolve by the deadline of June 1.

Planning Commission Report – Elections were held with Commissioner Dick Marshall as the new chairman and Commissioner Rich Harris as the vice-chairman. The extension for the Heinen Addition was on the agenda. Lawrence said he shared with

the committee the possibility of a church purchasing land in Baldwin Township as well as discussion on the PUD development. The commission is reviewing and updating the comprehensive plan section by section. Because of the hardship to the residents who suffered damage during the storm / tornado, Lawrence requested that the township intervene on the resident's behalf to request waiver of septic upgrades. A letter will be drafted with town board review at the April 17, 2017 meeting. Lawrence also discussed compensation with the commissioners which will also be on the April 17, 2017 meeting agenda.

Approve/Disapprove Accepting OSHA Settlement – Swanson/Lawrence unanimous to approve accepting the OSHA settlement.

TABLED ITEMS:

Approve/Disapprove Emergency Training for Maintenance Department Employees – Rush/Swanson unanimous to approve emergency training for the maintenance department employees.

NEW BUSINESS:

Discuss FEMA Tornado Requirements – Schumacher reported that he met with Wayne Lamoreaux, Deputy Public Assistance Officer for the Minnesota Homeland Security and Emergency Management. The grant may or may not be approved. It would cover 75% of the project cost. The Town Board reviewed the cost estimate that Schumacher had created. Road grading needs to be added to the cost. Discussion on not using the scheduled clean-up day for tornado debris. Clean up has to be just in that area and has to be done by a Town Board resolution and be done in 60 days. Discussion on debris being pushed onto a private landowner's property and along the road edge. Schumacher asked, if not reimbursed, if the township has \$30,000 in the budget.

Establish Yearly Township Goals – Rush/Swanson unanimous to table until the April 17, 2017 meeting,

Signatures Required on Updated MAT Officer List – The clerk obtained the required signatures.

Review Monthly Building Permits – The February 2017 monthly building permits were reviewed.

Schedule Meeting with Nancy Riddle Regarding Hwy. 169 PUD – A meeting is scheduled for April 5, 2017 at 3:00 p.m. with Nancy Riddle regarding the Highway 169 PUD. Bryan Lawrence and Larry Handshoe will be attending.

Discuss/Approve/Disapprove New Trim for Town Hall – Rush would like to see new trim for the baseboards and around the doors and windows. The board would like to see a quote for ribbon trim for just the baseboards.

Announcements:

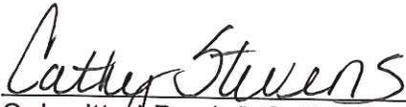
- Fire Workshop, Tuesday, April 4, 2017, 6:00 p.m.
- Local Board of Appeal & Equalization, Tuesday, April 11, 2017, 3:00 p.m.
- Household Hazardous Waste Event Scheduled for Monday, May 15th Has Been Cancelled
- County Help with Tornado Damaged Structures

Any Other Business:

Rush asked if there was anything the board could do about horses riding through developments and leaving waste. The traffic study meeting with Princeton is tomorrow.

Motion to Approve Bills for Payment – Swanson/Handshoe unanimous to approve for payment check numbers 21013 through 21036 totaling \$15,548.46 minus check number 21030 in the amount of \$139.09.

Adjourn – Swanson/Handshoe unanimous to adjourn at 9:52 p.m.



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



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

4-17-17

Date

Attendees: Lester Kriesel, Andie Bumgarner, Brian Bumgarner, Andrew Witter, Scott Case, Scotty Harder, Chad Miller, Phil Holland, Brandon Bedbury, Justin Suckut, Andy Walker, Lance Soderholm, Joe Kiel, Mike Rademacher, Jon Bogart, Terry Carlile