

BALDWIN TOWNSHIP REGULAR MEETING

April 4, 2016

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

Call to Order – The April 4, 2016 regular meeting of Baldwin Township was called to order by Chairman Brad Schumacher at 7:00 p.m.

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

Additions/Corrections to Agenda

- Open Bids at 7:30 p.m.; Lake Diann Swale
- Add 'Approve/Disapprove Regional Grant for Training Center' under Fire Department Report
- Add 'Update on Twins Foundation Grant' under Park Committee Report
- Add 'Approve/Disapprove Appointment of Kim Good and Reappointment of Richard Harris to Baldwin Planning Commission' under New Business
- Add 'Discuss Culvert at Finish Line' to Road Report
- Add 'Approve/Disapprove Bogart Examining Culvert at Finish Line' to Road Report
- Add 'Approve/Disapprove Culvert on 281st Street in Highlands'
- Add 'Approve/Disapprove Hire Summertime Help in Maintenance Department'

Approval of Regular Meeting Agenda With/Without Additions/Corrections

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

2015 Annual Presentation – Sheriff Joel Brott presented his 2015 annual report to the town board and members of the audience.

2015 Audit Presentation – Molly Thompson, Schlenner Wenner & Company, was present with the 2015 audit. Total fund balances increased about \$263,000. Expenditures increased about \$150,000. Discussion regarding the SCBA lease, the General Fund major change being the legal settlement, the purchase of a plow truck and the FEMA grant and capital outlay. Two material weaknesses: lack of segregation of duties and their firm helped draft the financial statements. No findings related to Minnesota State Statutes. Let them know this fall when audit can be done in order for it to be ready for the Annual Meeting in March. She reviewed the Report to the Members of Governance and reported nothing unusual or concerning.

Treasurer's Report:

March 2016 Final Treasurer's Report – Receipts of \$56,483.38 and disbursements of \$73,614.92, check numbers 20028 through 20101 and 6 EFT payments leaving an unaudited balance of \$679,912.50.

April 2016 Preliminary Treasurer's Report – The clerk reported receipts of \$0 and disbursements of \$11,415.35 (not including payroll), check numbers 20102 through 20135 leaving an unaudited balance of \$670.561.73.

Sheriff's Report - See above.

Public Comments – Dale Mark, 136th Street, commented that if the first hill north of County Road 9 were cut down, it would make 136th Street a little bit safer. In response he was told a permitting process may take from 6 months to a year but the first stage is soil borings. After that a survey of the entire three miles from County Road 42 to County Road 9 will need to be done as well as determining engineer and project cost.

Donn Kleinschmit, 284 ½ Avenue, asked for clarification of the definition of domestic pets and whether chickens and rabbits fall within that category. Schumacher commented that there are 100 chickens to 1 animal unit.

Motion to Recess – Swanson/Rush unanimous to recess the meeting at 7:30 p.m.

Open Lake Diann Swale Bids – Three bids were received for the Lake Diann Swale project. Submitted were bids from West Branch Construction for \$6,850.00; Helmin construction for \$8,000.00; and TS Dirtworks for \$7,950.00. Swanson/Handshoe unanimous to approve the bid of \$6,850.00 from West Branch Construction.

Motion to Reconvene - Rush/Swanson unanimous to reconvene the regular meeting of Baldwin Township at 7:34 p.m.

Continue Public Comments – Kleinschmit asked if it were the pet owners' responsibility to keep the animals contained. Schumacher will contact the county for further clarification.

Richard Toomey, 284 ½ Avenue, asked for reclarification of the 'Toomey Situation'. Mr. Toomey stated that Brad told him how impossible for fire trucks to get by where his truck is parked. Why wait until July? Schumacher replied that the town is working on bids and projects then there will be more time to do enforcement. He wrote a letter to Mr. Toomey stating that we will have resolution in July.

Fire Department Report – Chief Rademacher reported there were 21 calls in the month of March.

Update on Water Truck – Should be up in a couple of weeks. Waiting on lettering and are asking for a variety of bids.

Update on Ambulance Title – The title for the ambulance is now in the possession of the township.

Approve/Disapprove Grant for Training Center – Rademacher stated that this would consist of 5 other departments that would be in on this grant. It would be stationed in Milaca at a cost of \$400,000. Our cost would not exceed \$7,000. Swanson asked if this was proposed thing right now with Rademacher replying yes. Swanson asked if it would be completed this year with Rademacher saying it may be completed. They will take a look at need and we do not know what we are competing against. It would consist of Princeton, Isanti, Milaca, Foreston and us. Schumacher asked if there would be an ongoing association cost with Rademacher replying that there would be a one-time fee with maybe a slight fee for usage for gas and electricity. It would come out of the fire department budget. He would like for it to be approved tonight so then they can forward to us what they need to have signed. Swanson/Handshoe unanimous to approve up to \$7,000. Swanson made a friendly amendment, which was accepted by Handshoe, to approve as long as external fees don't go over \$1,000. Motion carried.

Rush suggested for the fire department to do a control burn at Young Park in order to find the old windmill well.

Road Report – Terry Carlile, Baldwin Maintenance, Road Report for February 2016 reads:

- Spot patching various roads with cold patch. 24 bags used so far for a cost of \$347.76
- Picking up large items off roadside for CleanUp Day
- Tree trimming various locations
- Blowing sand from intersections and Town Hall parking lot
- Cleaning out downed trees in ditches at various locations
- Have 2 quotes on crack sealing, seal coating and striping
- Reported to Schumacher and Bogart about frost boil on 278th Avenue in White Oak Estates
- Need to get quotes for welding on trucks #7 and #10

Review/Award/Not Award Quotes on Lake Diann Swale – See above.

Review/Award/Not Award Quotes on Tree Removal – Swanson/Handshoe unanimous to table to the April 18, 2016 regular meeting of Baldwin Township.

Discuss Finish Line Culvert – Finish Line wants to redo the entrance to their driveway, and wants to know what size culvert to use. They are also wandering if the entrance should be raised. It was stressed that the repairs need to be up to specifications.

Approve/Disapprove Bogart Examining Culvert at Finish Line – Bogart will inspect the culvert on April 5, 2016.

Approve/Disapprove Culvert on 281st Street in Highlands – Swanson/Handshoe unanimous to table until the April 18, 2016 regular meeting of Baldwin Township in order to collect more information.

Approve/Disapprove Hire Summertime Help in Maintenance Department

Handshoe/Rush unanimous to approve with acceptance of a friendly amendment subject to background check compliance to hire Brody Johnson as summertime help in the maintenance department at a wage of \$10.00 per hour.

Approval of Consent Agenda – Swanson/Handshoe unanimous to approve Town Board Meeting Minutes of March 21, 2016; approve Credit Application for Aspen Equipment; approve Resolution #16-06; Resolution to Support Princeton Youth Hockey Association’s Recreational Programs; approve Revised Salary & Payment Schedule Which Adds Planning Commission Stipend; approve Ordinance 700; Ordinance Governing the “Frontier Trails” Subordinate Service District Wastewater Treatment and Collection System; and approve Ordinance 700; Ordinance Governing the “Frontier Trails” Subordinate Service District Wastewater Treatment and Collection System Adoption Summary.

CONDITIONAL & INTERIM USE PERMITS: None.

PLATS: None.

VARIANCES: None.

OLD BUSINESS:

Park Committee Report – Rush reported that a grant from the Twins Foundation was approved for the ballfield at Young Park for \$10,000 with a match of \$10,000. He asked Bogart to survey the field. Additionally the Park Committee is in its 3rd round for grant approval from Burlington Northern. Carlile will construct a fence along County Road 38 at Young Park. There is a vacancy in the Park Committee. Rush/Handshoe unanimous to have the clerk write a thank you note to the Twins Foundation on behalf of Baldwin Township.

TCI Baldwin Volunteer Corps Update – Preparation for FunFest is the priority as well as recruiting volunteers to help.

Approve/Disapprove Final Revised Duties List – Rush/Handshoe unanimous to increase the Frontier Trails Subordinate Service District spending limit for the Supervisor in charge from \$2,000 to \$2,500. The duties list will now include spending limits for each Supervisor and \$1,500 for the Fire Chief.

TABLED ITEMS:

Approve/Disapprove Town Hall Parking Lot Repair – Rush/Handshoe unanimous to table until the April 18, 2016 regular meeting of Baldwin Township in order to obtain more information.

Approve/Disapprove Sending Letters to Property Owners on 313th Avenue -

Rush/Handshoe unanimous to table to the April 18, 2016 Baldwin Township regular meeting.

Approve/Disapprove Bid Striping for 136th Street and 125th Street (Tabled October 20, 2015) – Swanson/Handshoe unanimous to disapprove the bid striping for 136th Street and 125th Street in order to get information to put the two striping packages together when the projects are done and bring it back to the town board.

Discuss/Approve/Disapprove Distribution of Money from Settlement - Discussion on the necessity to have a water source at Young Park for the fire department as well as drinking water and restrooms. Schumacher/Rush unanimous to have Handshoe contact well contractors for quotes.

Approve/Disapprove Spending Limit for the New Duty of Supervisor Swanson's Frontier Trails Community Sewage Treatment and Collection System "CSTS" – See "Approve/Disapprove Final Revised Duties List" above.

Review/Approve/Disapprove Salt/Sand Shed Repair – A motion was made by Rush; seconded by Handshoe to approve \$900 to repair the salt/sand shed by Swantec, Inc. With a voice vote Rush, Schumacher and Handshoe say yea; Swanson abstains. Motion carried.

NEW BUSINESS:

MS4 Permitting Short Course Update – Handshoe reported that the State of Minnesota conducted most of the presentation saying the ditches as just as important as the roads. Discussed was a permitting process regarding drainage issues.

Establish Yearly Township Goals – The town board reviewed and modified their 2016 township goals. Swanson mentioned that if we owned crack sealing equipment Baldwin may be able to coordinate with Livonia Township. He will talk to Livonia at the next SCAT meeting.

Approve/Disapprove Attending MAT Legal Short Course, April 21st, Burnsville
Schumacher/Swanson unanimous to approve attending the MAT Legal Short Course on April 21st in Burnsville.

Signatures Required on Updated Minnesota Association of Townships Officer List – The town board signed the list as needed.

Approve/Disapprove Appointment of Kim Good to Planning Commission
Handshoe/Schumacher unanimous to approve the appointment of Kim Good to the Baldwin Township Planning Commission.

Approve/Disapprove Reappointment of Richard Harris to Planning Commission -

Swanson/Handshoe unanimous to approve the reappointment of Richard Harris to the Baldwin Township Planning Commission.

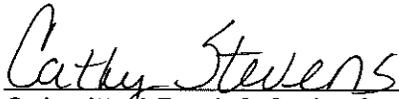
ANNOUNCEMENTS:

- Road Tour, April 7th, 5:00 pm
- Closed Employee Meeting, Monday, April 11, 2016, 7:00 p.m.
- Local Board of Appeal & Equalization, Tuesday, April 12, 2016, 3:00 p.m.

Any Other Business: None.

Motion to Approve Bills for Payment – Swanson/Handshoe unanimous to approve for payment check numbers 20102 through 20135 and 1 EFT payment totaling \$11m415.35.

Adjourn – Swanson/Handshoe unanimous to adjourn at 9:18 p.m.



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



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

4-18-16
Date

Attendees: Lester Kriesel, Michael Rademacher, Molly Thompson, Dale Mark, Debra Jenson, Peter Jenson, Mike Brinwall, Donn Kleinschmit, Richard Toomey, Joel Brott, Terry Carlile, Gene Ludwig