

BALDWIN TOWNSHIP REGULAR MEETING

August 20, 2018

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

Call to Order – The 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 'Approve/Disapprove Graphics' under Fire Department Report
- Add 'Princeton Animal Clinic' under New Business
- Add 'Discuss Concrete Mailbox Construction on Road' under Road Report
- Add 'Approve/Disapprove New Firefighter' to under Fire Department Report
- Add 'Discuss Residents' Concerns Regarding Calcium Chloride, Rain Garden and Elk Lake Boat Launch' to Road Report
- Move from under Old Business 'Approve/Disapprove Robb Rydmark for a 3-Year Term' for Park Committee and add to after the Treasurer's Report
- Add 'Discuss/Approve /Disapprove Robb Rydmark to Planning Commission' to after the Treasurer's Report
- Add 'Approval/Disapprove Dan Zellner Resignation from Park Committee' to under Old Business

Approval of Regular Meeting Agenda With/Without Additions/Corrections

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

August 2018 Preliminary Treasurer's Report – The clerk reported receipts of \$3,445.80 and disbursements of \$243,275.90, check numbers 22274 through 22352 and 5 EFT payments leaving an unaudited balance of \$1,366,119.45.

Approve/Disapprove Robb Rydmark for 3-Year Term for Park Committee -

Handshoe/Rush unanimous to approve Robb Rydmark for a 3-year term to the Park Committee.

Discuss/Approve/Disapprove Robb Rydmark to Planning Commission -

Rydmark has indicated an interest in joining the Planning Commission, but he hasn't attended a meeting yet. It was decided that Rydmark should first go through the interview process. Approval/disapproval to appoint Robb Rydmark to the Planning Commission will be on the agenda for the September 10, 2018 regular meeting of Baldwin Township.

Fire Department Report:

Discuss/Approve/Disapprove Cell Phone for Chief – Rush will check on cell phone plans and have a proposal ready for the September 10, 2018 regular meeting of Baldwin Township.

Discuss/Approve/Disapprove Selling 4 Pieces of Larger Equipment Items Behind Fire Station – It was suggested using K-Bid to sell the pieces of equipment being stored behind the fire station. Information will be gathered to present at the September 10, 2018 regular meeting of Baldwin Township.

Approve/Disapprove Graphics – Rush/Handshoe unanimous to approve \$1,802.50 for graphics for Tender 1 and \$677.75 for graphics for Tender 3.

Road Report:

Discuss Neighbor Encroachment on Road to Limit Parking by Beach – Blane Ding, 285th Avenue, was present. He thanked the Town Board for dropping the landing so quick. He stated that the neighbor to the rain garden/boat landing/beach is encroaching 6-1/2 feet on the road and is now planting trees in the area of the rain garden. There are road right-of-way and beach encroachments. Lawrence stated that he would like to verify where the property line is. Swanson agreed and stated that we need to go out and find our monuments. The Town Board instructed Zac Good to go out to the area and ensure monuments are still exposed or have Nick Anderson, Bogart, Pederson, go out there and mark the four monuments. Mr. Ding also suggested moving the mailboxes. He would like to get everyone back on their own property.

Approve/Disapprove New Firefighter – Lawrence/Rush unanimous to approve Jonathan Corrigan as a firefighter.

Assistant Chief Fischer said that there are people interested in buying the equipment rather than taking a chance on selling it on K-Bid. Lawrence commented that if we were to by-pass K-Bid then good solid numbers would be needed on the worth of the equipment from Chief Case. Rush restated that information on using K-Bid will be gathered to present at the September 10, 2018 regular meeting of Baldwin Township.

Approve/Disapprove Pay Request #6 to Sherburne County, 136th Street Project, \$45,967.83 – Rush/Handshoe unanimous to approve \$45,967.83 for the 136th Street as invoiced by Pay Request #6 to Sherburne County. A one-year warranty is in effect.

Approve/Disapprove Pay Request #3 to Sherburne County, 136th Street Final Course, \$129,891.83 – Rush/Handshoe unanimous to approve \$129,891.83 for the 136th Street final course payable to Sherburne County. Nick Anderson stated that there will be additional invoices for shouldering material and striping.

Approve/Disapprove Payment to TS Dirt Works, LLC, 100th Street Culvert Project, \$12,012.12 – Lawrence/Rush unanimous to approve the payment of \$12,012.12 to TS Dirt Works, LLC for work done on the 100th Street Culvert Project.

Approve/Disapprove Payment to TS Dirt Works, LLC, 96th Street Culvert Project, \$22,575.64 – Lawrence/Handshoe unanimous to approve payment of \$22,575.64 to TS Dirt Works, LLC for work done on the 96th Street Culvert Project.

Discuss Maintenance 2 Applicants – One application has been received for the Maintenance 2 position. There was discussion on whether the position was a full or part-time position, hours per week and wages. Rush said it was his understanding that the position was part-time, up to 32 hours per week, and the wages were between \$16 to \$19 an hour. Head of maintenance, Zac Good, stated that he was confident that the applicant was looking for a full-time position with vacation and health benefits. The town supervisors were hesitant to agree that the maintenance department needed two full-time employees since temporary summer employees are hired, snowplow drivers are utilized in the winter months and certain jobs like brushing and tree trimming can be bid out. It was suggested that a metrics be done; and to talk to the applicant to see exactly what he is looking for. If it's a full time position that he wants, the Town Board said they are not sure if that is what they want to offer.

Mailbox Discussion – It was brought to the Township's attention that a concrete mailbox was constructed along Elk Lake Road. Lawrence/Handshoe unanimous to send notification of the Baldwin Township ordinance to the resident stating mailboxes of this sort are prohibited and that the resident has 30 days to remove the obstruction.

Discuss Residents' Concerns Regarding Calcium Chloride, Rain Garden and Elk Lake Boat Launch – A resident from Elk Lake Estates brought the issue of 285th Avenue dropping a foot down in the grade. The work was done about 2 years ago and wondered why calcium chloride was not put back down. Swanson stated that the Township did not specifically stop doing it but there were other major projects that were done. We will be back to calcium chloride next year with any issue of height being addressed at that time. Rush questioned if additional gravel was needed. The resident stated that the water washed the gravel down the hill and it continues to get lower every year and the back end of his truck will hit the road when backing out of his driveway. He stated that all they have is pulverized dust with crushed concrete put down. Swanson stated that he remembers being out there and the truck did not hit the road. He would like to send Nick Anderson out there and see what can be done by adding fill. Another issue is an easement we don't have in order to do the grading perfectly. Maybe it is time to ask the landowners for easements then things could be done correctly everywhere in the area. He would like to see Livonia go out there and grade it and get Nick Anderson out there and see what would happen if raised. Zac Good should also go out there with Livonia and Nick Anderson. Rush/Handshoe motion to approve the above which includes the road grader, Nick Anderson, Zac Good and the homeowner out there to see what is needed to get it done.

Rain Garden/Boat Launch – Rush asked if there was regular maintenance. Swanson stated that there are yearly inspections as to the silt filling in. Good stated that it has been good so far. Swanson questioned if the Township wanted to mow it. Another

resident in the audience stated that Soil and Water said they were talking about burning it off. Rush will talk to Soil and Water. Swanson suggested that Good talk to Nick Anderson about what needs to happen out there. A resident has been mowing the area twice a month. In regards to the boat launch the Township dropped the concrete for safety reasons. Rush asked if the Township was planning on fixing Elk Lake and going out for bid on it? Lawrence questioned if it was even in the realm to address this year. We did not plan on it and may be part of next year's budget. He is not in favor of moving forward with Elk Lake as with the permitting process it is not feasible to have it done this year. Discussion on the quote received from Twin Pines Earthworks for the Sandy Lake boat ramp that provided 2 options. Swanson stated that he would like to see a survey or drawing and then go out for quote on that plan. Lawrence stated that the motion passed to have the Sandy Lake boat launch improved.

Approval of Consent Agenda – Handshoe/Rush unanimous to approve the Town Board Meeting Minutes of August 6, 2018.

CONDITIONAL & INTERIM USE PERMITS: None.

PLATS: None.

VARIANCES: None.

OLD BUSINESS:

County Planning & Zoning Report – Lawrence said that the Sherburne County Board of Adjustment and the Planning and Zoning meetings were cancelled for August.

Park Committee Report – Rush reported that the cost of the damages to Young Park has gone up. The committee discussed 2 members of the committee go out to a neighboring property of Young Park and talk about an easement. The committee is looking at a joint Planning Commission/Park Committee meeting to talk about land use and parks. The committee is looking into grant dollars to go out for a comprehensive plan as the last one was done in 1998. The Funfest is coming up on September 15th.

Approve/Disapprove Resignation of Dan Zellner – Lawrence/Handshoe unanimous accept the resignation of Dan Zellner who is moving out of state. A letter of thanks will be prepared.

Baldwin Volunteer Corps Update – Rush reported that flyers are being handed out and posted at various businesses. Volunteers are still needed to help with the FunFest activities. The next meeting will be Monday, August 27, 2018.

City of Princeton Council Report – Handshoe reported that there has been no discussion on a development that would possibly need to utilize Township areas.

Airport Advisory Board Report – As reported by Handshoe the Airport Advisory Board is still trying to straighten out that property. They are also still talking about building hangers next year.

Discuss Shipwreck Property (Fence) – Shipwreck has a CUP to do boat repair and boat storage, but part of the conditions is to have a fence. The condition of the property is getting worse by the day therefore it's suggested to have enforcement through the county. The clerk will contact the Marc Schneider and report back to the Town Board.

TABLED ITEMS:

Approve/Disapprove Resolution #18-09; Resolution Declaring a Vacancy in a Town Office and Appointing a Replacement – By law it's required to appoint a replacement to the Town Board or have a special election. The clerk will contact MAT for the time frame involved to fill the position. Handshoe/Rush unanimous to table action on the resolution until the September 10, 2018 regular meeting of Baldwin Township.

Discuss/Approve/Disapprove Mutual Aid Agreement with City of Princeton & Mille Lacs County – Rush/Handshoe unanimous to table action on the Mutual Aid Agreement with the City of Princeton and Mille Lacs County until the September 10, 2018 regular meeting of Baldwin Township.

Discuss/Approve/Disapprove Septic Check Contract Termination Language
Handshoe/Rush unanimous to table action on the Septic Check Contract Termination language to the September 10, 2018 regular meeting of Baldwin Township in order to consult with Jon Bogart.

Approve/Disapprove Pumping 50% of Homeowner's Tanks at Frontier Trails SSD
Handshoe/Rush unanimous to table action on pumping 50% of the homeowner's tanks at Frontier Trails SSD until the September 10, 2018 regular meeting of Baldwin Township.

Discuss/Approve/Disapprove Cost for a New Truck Bed for Truck #6 Compared to Repair Cost – Zac Good stated that he would encourage replacement. The plow is shot on both one ton trucks. Discussion regarding the age of the trucks. There is a rear main leak on truck #6. Swanson stated that the board needs to have a discussion about plowing equipment. Good stated that the cost would be \$14,000 for 2 plows without an exchange. That dollar figure was brought to the board at the end of the winter. Discussion on needing two one ton trucks. Lawrence/Rush unanimous to approve the Brand Manufacturing quote with the ¼" material at a cost of \$2,465.06. Swanson stated that it does not include painting or undercoating. The quote for replacing the box from Larson Implements was \$6,400 painted black and \$9,500 from Northstar Truck Sales.

Approve/Disapprove Check #22147, Payable to Septic Check, in the Amount of \$3,466.71 – Handshoe/Rush unanimous to table action on check #22147 to Septic Check in the amount of \$3,466.71 to the September 10, 2018 regular meeting of Baldwin Township.

NEW BUSINESS:

Discuss Nordwall Estates Desire to Become a Subordinate Service District – Swanson stated that there are 52 lots in the development of Nordwall Estates and the system is in good working order. Septic Check is doing the inspections and maintenance. Swanson would like to have the board's okay to have a conversation with Bridget Chard who believes it would be prudent to do a complete review prior to any decisions although he is asking for the supervisor's preliminary thoughts about taking on another SSD. There was discussion on the challenges, costs and responsibilities, and bonding issues. Handshoe/Rush unanimous to approve having Swanson talk to Chard in order to receive an impartial and professional opinion.

Approve/Disapprove Attending Fall Maintenance Expo, Wednesday, October 3 & Thursday, October 4 – Lawrence/Rush unanimous to approve attending the Fall Maintenance Expo on October 3 and 4, 2018.

Princeton Animal Clinic – The Princeton Animal Clinic will no longer be accepting impounded animals after September 1, 2018. Animal control is a service offered by Baldwin Township mandated by an ordinance with costs paid for by the people of the Township. Other facilities will be contacted for animal impounding including Ruff Start Rescue and Barrington Oaks. The clerk will determine if the Township needs to be in the business of animal control. No other action is taken at this time.

ANNOUNCEMENTS:

- Office Closed, Monday, September 3, 2018 for Labor Day. First Town Board Meeting Monday, September 10, 2018 (2nd Monday of the Month)
- MAT District 7 Meeting, Wednesday, September 5, 7:00 p.m., Anoka Ramsey Community College, Cambridge

ANY OTHER BUSINESS:

Sandy Lake Boat Ramp – The board did approve our maintenance guys to do this. We have a number from Twin Pines Earthworks. It was moved to proceed ahead with DNR written approval. Good stated that it was written county approval. Rush stated he believes we need more than one quote. Good stated that he reached out to West Branch Construction and they are extremely busy. Lawrence questioned what prevented Good from not renting equipment and using summer help. Good stated that we were going off two different bases to determine where the elevations were. He did finally get the marks from the DNR. By the time we had gotten the OHWL marked we did not have enough lead time with equipment and summer help expiring. Lawrence stated that Good's estimate was \$3,500. Good stated that he agrees that the quote is

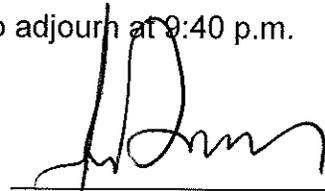
very vague. Twin Pines was recommended by the DNR as they are experienced with boat ramps. The lake association is willing to supply volunteers if it is on the weekend. Lawrence stated that the premise of the original motion was to have the maintenance department do the work. With the usage that it will experience in the next 2-1/2 months is it worth the investment right now? Swanson stated that this is a better option to get it done than what was heard from the last meeting but he would still like to see more detail. Lawrence stated that more detail should be asked for and have it brought back to the September 10th meeting. Handshoe/Rush unanimous to ask for more detail and have it brought back to the September 10th meeting.

Motion to Approve Bills for Payment – Handshoe/Rush unanimous to approve for payment check numbers 22312 through 22353 and 2 EFT payments totaling \$222,243.45.

Adjournment – Rush/Handshoe unanimous to adjourn at 9:40 p.m.



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



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

9-10-2018

Date

Attendees: Blane Ding, Robin Fischer, Nick Anderson, Lester W. Kriesel, Shelley Larson, Tech Huntington, Zac Good, Dave Schuldt