

BALDWIN TOWNSHIP REGULAR MEETING

August 3, 2020

Present – Supervisors Jay Swanson, Tom Rush and Larry Handshoe. Supervisor Patrick Hudson absent. Supervisor Bryan Lawrence arrived at 7:05 p.m. Because of COVID-19 health concerns, social distancing was observed.

Call to Order – The August 3, 2020 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

- Move Agenda Item a.1. Under Park Committee Report to After Sheriff's Report
- Add 'Approve/Disapprove Leave of Absence for Ron Dehn and Mike Muntifering' under Fire Department Report
- Add 'Discuss FunFest' under Park Committee Report
- Add 'Approve/Disapprove PTO for Zac Good' under Road Report

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

Treasurer's Report:

July 2020 Final Treasurer's Report – Receipts of \$262,027.40 and disbursements of \$141,988.54, check numbers 23936 through 24044 and 10 EFT payments leaving an unaudited balance of \$2,097,527.02.

August 2020 Preliminary Treasurer's Report - The Clerk/Treasurer reported receipts of \$0 and disbursements of \$427,245.85, check numbers 24045 through 24076 and 0 EFT payments leaving an unaudited balance of \$1,672,015.87.

Sheriff's Report – Officer Wilson reported 217 calls for service in July.

Request for Establishing Property Lines on Sandy Lake North Launch, Possible Dock and No Outlet Sign – Jeff Parent, 98-1/2 Street, was present. The lake association would like to put a washing station at the launch, additional signage and 2 sites for dedicated parking. There are several obstacles in the way with property encroachments. Rush stated he met Mr. Parent at the site yesterday. The stakes were found by Mr. Parent and it appears that there is somebody's shed on our property along with a dead tree ready to fall. The lake association will be doing fundraising this fall and they are also working with the DNR. Rush/Handshoe unanimous to have Bogart, Pederson go out there to survey and to confirm where the pins are.

Mr. Parent asked if a no through traffic sign could be installed on 99th Street as it is a driveway that dead ends. Swanson suggested a no outlet sign. The Town Board agreed to install.

Fire Department Report:

Approve/Disapprove Leave of Absence for Michael Sundeen – Rush/Handshoe unanimous to approve.

Discuss Relief Funding – Fire Chief Scott Case was present. He stated that at the \$3,000 year per service the current funding is at 154%. The latest numbers from PERA show 130% funded with \$3,200 year per service. At a \$5,000 level it would be at 88% funded. Case stated he is comfortable with 121% funded (\$3,500 level). The Town Board will review after the November election to see where the market goes.

Approve/Disapprove Leave of Absence for Ron Dehn – Rush/Handshoe unanimous to approve.

Approve/Disapprove Leave of Absence for Michael Muntifering – Rush/Handshoe unanimous to approve.

Road Report:

Approve/Disapprove Partial Payment to Helmin Construction for 125th Street and 313th Avenue Reconstruction in the Amount of \$331,828.83 – Handshoe/Rush unanimous to approve.

Approve/Disapprove Payment to Allied Blacktop Company in the Amount of \$79,450.80 (Double Chip Sealing and Fog Sealing) – Handshoe/Rush unanimous to approve.

Discuss Summer Help – Rush stated the typically the summer help leaves in the middle of August to go back to school. One is leaving the 19th of August. Rush/Handshoe motion to have an end date of August 14. Zac Good stated that Brody was prepared to leave on the 19th and has not received an end date from Jacob. A friendly amendment was made by Handshoe that Brody can work until the 19th. The friendly amendment was accepted by Rush. Upon voice vote, the motion carried.

Approve/Disapprove PTO for Zac Good – Handshoe/Rush unanimous to approve time off for Zac Good August 15-August 23 and August 28.

Approval of Consent Agenda:

Approve Town Board Meeting Minutes of July 20, 2020 and Approve Sherburne County Amendment to the Sherburne County Zoning Map, Ord No 247 – Rush/Handshoe unanimous to approve.

CONDITIONAL & INTERIM USE PERMITS: None.

PLATS:

Approve/Disapprove Sumser Farm Preliminary Plat, Section 19 – Gregory & Karen Sumser/Sam Deleo along with Howard Triggs were present. The comments from the county were reviewed. Lawrence stated that the township needs to see a big plat map. Lawrence stated that this proposed plat is on the corner of County Road 9 and County Road 1 and the county does not want driveways within a quarter mile of the intersection. Lawrence stated that the Planning Commission approved this with driveways coming off the township roads. Lawrence motion to recommend approval of this preliminary plan as a preliminary and we should have all our ducks in a row when the final comes in as it should be a rubber stamp. Rush stated that the plat was reviewed by the Park Committee as well. Handshoe seconded the motion. Upon voice vote, the motion carried.

Approve/Disapprove Buck Run Preliminary Plat, Section 19 – Gregory & Karen Sumser, Jason Betzler and Sam Deleo were present. Lawrence stated that this is an 80-acre development which will be completed in 2 phases. Questions on if a bigger turn lane and a bypass lane were needed. This would be Phase 1 approval tonight. Lawrence also requested a large plat to be sent to the township. Lawrence motion to approve contingent on comments from the township engineer regarding the turn lane and bypass lane, drainage and driveway separation distances. Handshoe seconded the motion. Lawrence commented that the four lots need to be turned to minimize driveways. Upon voice vote, the motion carried.

VARIANCES: None.

OLD BUSINESS:

Park Committee Report – Rush stated that he contacted Jeff Holm about the disc golf. He was not in favor of it. The Deputy Clerk/Treasurer tried to find contact information on the Young's but did not find anything. He will call the disc golf person and tell him that it would be for a future park.

Discuss Funfest – The Funfest is scheduled for September 26. There will be 200-400 people out there. Lawrence questioned what authority the township has to operate under our own initiative. Discussion regarding mask enforcement and if it is just up to residents. The clerk was instructed to contact MAT for their opinion on holding the event with recommendation of wearing masks.

TCI Baldwin Volunteer Corps Update – Rush reported that the last meeting was cancelled. The next meeting is scheduled for August 24.

Planning Commission Report – Lawrence stated that the Planning Commission saw 2 plats come through. They are concerned with the last plat because of the number of driveways coming onto 136th Street.

City of Princeton Council Report – Handshoe informed the Town Board that he was not able to attend the last meeting.

Airport Advisory Board Report – Handshoe stated that the meeting was Zoomed. He should be able to make the next one.

Review/Approve/Disapprove North Metro Animal Care and Control Standard Animal and Impound Services Agreement – After some discussion, a motion was made by Lawrence and seconded by Handshoe to table until the September 14th meeting. Upon voice vote, the motion carried.

Discuss/Approve/Disapprove Use for Tax Forfeited Properties – Resident Tristan Hicks was present stating the township has been raising the road which causes flooding especially if snow is banked on that property. He would like that on the record that snow cannot be banked out there and something should be done with a culvert. Swanson replied that some of that can be done on that property and he would like to see it addressed. Rush/Handshoe unanimous to use the property for parking and drainage.

TABLED ITEMS:

Discuss/Approve/Disapprove Full Time Benefits for Maintenance Employee – Rush stated that this came out of the employee review in June. Good reviewed the hours the maintenance department spent from May 18 to current. Swanson stated that they have an employee requesting this and is working plenty of hours and fits the criteria for at least the pro-rated portion (official holidays and health stipend). Phillip Fadden stated that he has been a seasonal employee for 13 years and a permanent employee for 1-1/2 years. Lawrence questioned if Fadden were considered a full-time employee because if he were, he would automatically be eligible and if Fadden is not full time then discuss health stipend and paid holidays. Handshoe stated that there is not enough work back in the shop for 2 full time people. Lawrence/Swanson unanimous that the maintenance position be offered paid holidays and a \$252.00 health stipend at this time. Not retroactive.

Discuss/Approve/Disapprove Second Amendment Sanctuary Letter – Lawrence/Handshoe unanimous to table until August 17, 2020.

NEW BUSINESS:

Approve/Disapprove Deputy Clerk/Treasurer Applying for Notary (\$120 State Fee, \$20 County Fee and the Cost of a Notary Stamp) – Lawrence/Handshoe unanimous to approve.

Review/Approve/Disapprove Newsletter – Swanson/Rush unanimous to approve as amended with a read through from the Clerk/Treasurer and something added from the Fire Chief.

Review/Approve/Disapprove Clean Up Day Price List – Rush/Handshoe unanimous to approve.

Review Monthly Building Permits – The June 2020 building permit list was reviewed.

ANNOUNCEMENTS:

- * Primary Election, Tuesday, August 11. Polls Open at 7:00 a.m. and Close at 8:00 p.m.
- * District 7 Meeting & Election, Thursday, August 13, 7:00 p.m. via Zoom

ANY OTHER BUSINESS:

Approve/Disapprove CARES Act Funding – Swanson informed the board that him and Rush met with the Fire Department. The township is received \$536,197 from the federal government. He would like to suggest applying for it all and work diligently for it all to stay here in Baldwin Township.

Supervisor Rush left at 8:42 p.m.

Case stated that the department has talked about a duty vehicle so they can hook up the trailer. Preliminary bids for F-150's with toppers are at \$40,000 (state contract) and about \$10,000 for lights and paint. One set of turnout gear as the current gear is 7-8 years old and the new would be a second set. Jump suits for the medical calls and a commercial washer and dryer for them. Spare t-shirts, duty boots and extrication gloves. \$3,000 for a training program. Discussion on a rescue rig which would be an F-250. Air filtration systems, disinfectant supplies, a door entry system (preliminary cost \$2,000/each) and AED's. Every call they have gone on is presumed COVID. A generator of they lost power (\$15,00-\$20,000 each). The Relief Association has lost about \$8,500 in fund raising. This is a preliminary overview.

Swanson discussed other issues for the money including election, PPE and a possible 3rd voting precinct. We have until the 31st of December to use these funds. Lawrence/Handshoe unanimous to send an application for the COVID dollars for the township. The clerk will find out more about the bidding process needed. Lawrence recommended that the clerk and maintenance department look at their departments. Discussion regarding air filtration for the buildings.

Motion to Approve Bills for Payment – Handshoe/Lawrence unanimous to approve bills for payment, check numbers 24045 through 24076 totaling \$427,245.85.

Adjourn – Lawrence/Handshoe unanimous to adjourn at 9:23 p.m.

Cathy Stevens

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

Jay Swanson

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

9-14-2020

Date

Attendees: Howard Triggs, Jason Betzler, Zac Good, Phil Fadden, Jeff Parent, Scott Case, Greg Sumser, Karen Sumser, Sam Deleo, Tristan Hicks