

## BALDWIN TOWNSHIP REGULAR MEETING

August 6, 2018

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

**Call to Order** – The 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 'Discuss New Tender #1' to Fire Department Report
- Add 'Updates on Mutual Aid Agreements' to Fire Department Report
- Add ' New ISO Rating' to Fire Department Report
- Add 'Public Comment' to before Consent Agenda
- Add 'Discuss Options for Security at Young Park' under Park Report

### **Approval of Regular Meeting Agenda With/Without Additions/Corrections**

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

**July 2018 Final Treasurer's Report** – Receipts of \$263,071.46 and disbursements of \$500,901.03, check numbers 22163 through 22273 and 7 EFT payments leaving an unaudited balance of \$1,613,738.06.

**August 2018 Preliminary Treasurer's Report** - The clerk reported receipts of \$0.00 and disbursements of \$29,180.17, check numbers 22274 through 22311 and 3 EFT payments leaving an unaudited balance of \$1,584,502.88.

**Fire Department Report** – Chief Case reported there were 23 calls for service in the month of July 2018: 15 medicals, 1 vehicle fire, 1 mutual aid fire, 4 hazardous conditions/gas and 2 alarms.

**Approve/Disapprove Resolution 18-08; A Resolution Opting to Join the Voluntary Statewide Lump-Sum Volunteer Firefighter Retirement Plan** – The Township approves coverage and requests participation in the Voluntary Statewide Lump-Sum Volunteer Firefighter Retirement Plan provided in the PERA cost analysis at the \$3,000 benefit level per year of service. Lawrence discussed transfer costs. Case stated that the cost would be less than \$1,000 to transfer. Swanson/Lawrence unanimous to approve Resolution 18-08; A Resolution Opting to Join the Voluntary Statewide Lump-Sum Volunteer Firefighter Retirement Plan as long as all contingencies are met.

**Sheriff's Report** – Sergeant Wilson reported there were 205 calls for service for July 2018.

Under investigation are damage incidents at Young Park involving juveniles. The County Attorney has also been contacted. The Township is waiting for the investigation to end at which time the Township will make a decision on how to proceed.

A dispute involving the Baldwin Township Animal Control Officer and a resident has also been reported to the Sheriff's Department. Sergeant Wilson will find out the details and get back to the supervisors on how to handle the situation.

**Discuss New Fire Tender #1** – The fire department wants to thank the Town Board for the new Fire Tender #1. Schumacher stated that the Town Board would like to thank the Fire Department Committee liaison and members: Liaison Captain Brian Torborg, member Captain Brandon Bedbury, member firefighter Phil Holland, member firefighter Lance Soderholm and member firefighter Andy Walker for the time and commitment given to contacting vendors not only for the Tender #1 but the Grass Rig.

**Updates on Mutual Aid Agreements** – Chief Case gave the Town Board an update on the mutual aid agreements.

**Discuss New ISO Rating** – Chief Case reported that the ISO rating effective November 1, 2018 will be dropping from 7/10 to 6/10 in part due to the improved training and diligence on the part of the Baldwin Township firefighters, and equipment.

#### **Road Report:**

**Discuss/Approve/Disapprove Purchasing 2 LED Stop Signs for County Road 38 Through the County at a Cost of \$1,650/Each** – Swanson/Lawrence unanimous to approve purchasing two LED stop signs for County Road 38 through the county at a cost of \$1,650 each. There was discussion regarding having them installed before the construction on County Road 38. Swanson said he's more than willing to talk to the county to have them installed prior to road construction.

#### **Road Report Prepared by Zac Good**

##### **Roads**

- Culvert project 100<sup>th</sup> Street / finished but still needs shouldering
- Culvert project 96<sup>th</sup> Street / finished but still needs shouldering
- Roadside Brushing 289<sup>th</sup> Avenue (Pine Trees)
  - Homeowners pine trees have grown into the roadway obstructing traffic flow on 289<sup>th</sup> Avenue off East Elk Lake Road. Not want to upset this homeowner cutting a majority of tree (close to ½ of the trees @ ROW). How should I proceed ... notify homeowner before cutting?

##### **Trucks**

- #5 Trailer brake controller needs to be replaced (Check Trailer notification)

##### **Parks**

- Sandy Lake North Boat Launch
  - Ordinary High Water Mar /O.H.W.M. bench marks to shoot elevation are not present for elevation surveyed at this time

- D.N.R. has been contacted on this currently working on setting bench marks this week
- Repair cost of launch materials \$3,500
- West Side Elk Lake Boat Access
  - O.H.W.M. has been marked. See pictures. (Note: Mark is @shore line/ permitting through Sherburne County will be needed)
- Young Park Vandalized
  - Portable handicap bathroom flipped over 3 times with damages to the structure (vent stack damaged, hand sanitizer dispenser missing, venting along roofline missing)
  - 3 cedar park benches pulled out
  - 1 of the 3 benches back rest destroyed
  - 4 park trash can holders pulled out
  - 1 park sign pulled/removed
  - Obstruction of pathway with large amount of brush across trail
  - Damages up to \$1000

Shouldering by TS Dirt Works will be done on 96<sup>th</sup> Street and 100<sup>th</sup> Street. An extra 24x60 culvert was found and removed from 96<sup>th</sup> Avenue per Nick Anderson's direction.

**Public Comment** – Blane Ding, 285<sup>th</sup> Avenue, wanted the Town Board to know that the landing on Little Elk Lake has actually become a hazard. Photos were handed out showing the conditions of the landing. Suggestions to drop it flat. Maintenance will handle.

**Approval of Consent Agenda** – Swanson/Rush unanimous to approve the Town Board Meeting Minutes of July 16, 2018.

**CONDITIONAL & INTERIM USE PERMITS:** None.

**PLATS:** None.

**VARIANCES:** None.

**OLD BUSINESS:**

**Park Committee Report** – The consensus of the committee after meeting at the Goose Lake Park site is that they wanted a trail on the back side of the park. Discussed was marking out a trail to brush cut and availability of grant monies. The clerk was sent DNR information on available funding for buckthorn removal and fishing pier construction.

**Review/Approve/Disapprove Sandy Lake Boat Access Repair** – Schumacher stated that he has talked to the county regarding both the Sandy Lake and West Elk Lake access. The OHWL (ordinary high water level) is shown on the DNR website. It names the homeowner but not the property identification where the DNR placed the marker.

We need to contact a surveyor and mark the OHWL and mark it in cement. Zac Good stated that he did have the survey crew out there and there are no benchmarks available. He is waiting for the DNR to finish the benchmarks this week. Elk Lake has been marked (with a permanent marker) and we would probably need a county permit. Regarding Sandy Lake Zac met with surveyors when they were out there. We do have about 15-20 feet away from the shoreline. We can know this by the end of the week provided the DNR comes through. A person broke an axle on their trailer last week. Good feels it is a risky situation with the way it is right now. He estimates the cost of repair at approximately \$3,500. Schumacher stated that Good wants to get it done when summer help is still here. Lawrence stated that the hang-up last time was permitting. Do we have permits in hand? Schumacher replied 'no'. Lawrence questioned the process to get it repaired. Good explained the process. Lawrence stated that none of this is light material and questioned if the township would be renting equipment. Good stated that included in the cost is rental of an excavator and 14 yards of river rock. Discussion on using summer help or go with a contractor. Discussion on doing both accesses. Good stated that there are many accesses on Elk Lake with not a lot of parking. He feels it is a good picnic area. Lawrence moved that we proceed ahead on the repair at Sandy Lake with Zac's proposal granted we have written approval from the county and DNR. Rush seconded the motion. Lawrence made a friendly amendment that monies to be spent from the Park Fund. Rush accepted the friendly amendment. Swanson stated that he thinks, and he is not belittling our maintenance department abilities, with Sandy Lake and trying to get 80 yards removed with dump trucks hauling and an excavator, rather than trying to push ahead trying to get it done with summer help, he would like to go out for bid and have a contractor do it. If something happens it won't be on us. He totally agrees that both boat launches need to get done and done right from the road to the water. Upon voice vote, the motion carried with Swanson and Handshoe opposed.

**Review/Approve/Disapprove West Side Elk Access Repair** – Schumacher stated that there is no cost on this one. Good stated that it will be expensive. Lawrence stated that he believed the Township spent money buying boulders. Schumacher replied that the Township did not do that as we did not have the help at that time. This one has the stakes for the OHWL and everything we do would be above the water line. Swanson stated that we did some work with the rain garden and some runoff mitigation. We have children crawling under it. Swanson motioned to have Zac rent a concrete saw and tip it in as it is a public safety issue and is a risk he is willing to take. The Township is fixing a safety issue. Lawrence questioned why not get the concrete out of there is we are going to have an excavator with a finger. Schumacher replied that the Township would need a permit. If the rock is blasted out then it would be useable. Rush seconded the motion. Rush made a friendly amendment to blast out the rock. Swanson accepted the friendly amendment. Upon voice vote the motion carried unanimously.

**Discuss Options for Security at Young Park** – Because of the most recent vandalism at Young Park discussion centered on whether stronger security methods were needed which could include security cameras, trail cams or a gate. Apparently residents also have voiced concerns regarding night time activity which is also prompting the need to

discuss options for security measures. Swanson/Lawrence unanimous to approve having the clerk email the sheriff's department in order to be put on a list to have security cameras installed.

**TCI Baldwin Volunteer Corps Update** – The committee is moving forward with preparations for the 2018 Young Park FunFest and Car Show. The date is September 15 from Noon to 4:00 p.m.

**Planning Commission Report** – The July Planning Commission meeting was cancelled due to lack of a quorum.

**State of the Planning Commission** – The Planning Commission Chairman, Dick Marshall, explained to the town board that the commission has two functions. First is that the commission deals with variance requests, IUP's and CUP's within Baldwin Township. Secondly the commission has been in the process of updating the Comprehensive Plan.

The Commission has found that the current information in Section 4 which deals with land uses needed to be scraped except for the statistical information and rewritten with facts and procedures that would be valuable to Baldwin Township residents. The Planning Commission feels strongly that it needs to get this right the first time around since it's the first step in the county bureaucracy. We want the resident's first experience with the township to be a pleasant one.

Commissioner Harris has been very instrumental in this process but he would like to leave the commission in the spring of 2019. Marshall said that it's everyone's responsibility to recruit and bring in members; and that the planning commission will need at least 2 more members by spring. In the interim Marshall would like to suggest to the board to authorize the liaison, Bryan Lawrence, to act as a voting member to bring the commission to a quorum if needed in order that the commission can do business. Marshall also suggested that even though Commissioner Harris would like to leave, it was suggested to keep him as an advisor on a "as needed" basis with the same compensation that he's receiving now because of the wealth of knowledge he has rather than fighting through a business meeting when the commission is short of a quorum.

It was acknowledged that it's difficult to find residents to step up to the different committees but also stressed that the Baldwin Township Planning Commission needs to continue. The Planning Commission is extremely vital to Baldwin Township. Swanson doesn't see a problem with the liaison being a voting member when needed on an interim basis. There was discussion of giving sections of the comprehensive plan to the Town Board instead of the whole document. It was suggested to have an amendment to the bylaws of the Planning Commission for the August 20, 2018 agenda of a regular meeting of Baldwin Township.

**Discuss Shipwreck Property** – The owner of Shipwreck is working on getting fencing around the property. The Town Board will follow up on the process.

**TABLED ITEMS:**

**Discuss/Approve/Disapprove Cost for a New Truck Bed for Truck #6 Compared to Repair Cost** – Rush/Handshoe unanimous to table to the August 20, 2018 regular meeting of Baldwin Township along with the Brand Manufacturer quote on the repair.

**Approve/Disapprove Maintenance 2 Job Description** – Rush/Handshoe unanimous to approve the Maintenance 2 Job Description.

**Approve/Disapprove Advertising for Maintenance 2 Position** – Rush/Handshoe unanimous to approve posting for the Maintenance 2 position at both the Town Hall and Marv's True Value. The pay range agreed upon is \$16 to \$19 an hour. The clerk is to also email the snowplow drivers to see if they may be interested in the Maintenance 2 position. Applicants will be discussed at the August 20, 2018 regular meeting.

**Approve/Disapprove Check #22147, Payable to Septic Check, in the Amount of \$3,466.71** – Swanson/Lawrence unanimous to table to the August 20, 2018 regular meeting of Baldwin Township.

**NEW BUSINESS:**

**Review Monthly Building Permits** – The June 2018 monthly building permits were reviewed.

**Approve/Disapprove Resolution 18-09; Resolution Declaring a Vacancy in a Town Office and Appointing a Replacement** – Lawrence/Swanson motion to table to the August 20, 2018 regular meeting of Baldwin Township. With a voice vote Lawrence, Swanson, Rush and Handshoe in favor; Schumacher abstaining. Motion carries.

**Reorganization of the Town Board** – Chairman Schumacher called for nominations for Baldwin Town Board Chairman. Supervisor Handshoe nominates Supervisor Rush. Supervisor Lawrence nominates Supervisor Swanson. Handshoe/Swanson unanimous to close nominations. Schumacher calls for a second to the nominations. Supervisor Rush says that he is honored to be nominated, but respectfully declines. Supervisor Rush seconds the nomination for Supervisor Swanson. Supervisor Swanson accepts the nomination and continues the meeting residing as Chairman.

Chairman Swanson calls for nominations for the Baldwin Town Board Vice Chair. Supervisor Lawrence nominates Supervisor Rush. Supervisor Rush accepts the nomination as Vice Chair of Baldwin Township. Lawrence/Handshoe unanimous to close nominations.

The Town Board reviewed and changed the duties based on supervisor Schumacher not being chairman. Rush/Handshoe unanimous to approve changes to the Town of Baldwin Organization.

**Announcements:**

- Public Accuracy Test, Friday, August 10<sup>th</sup>, 9:00 a.m., Sherburne County. Township Offices will be Closed.
- Primary Election, Tuesday, August 14<sup>th</sup>. Polls Open at 7:00 a.m. Close at 8:00 p.m.

**Any Other Business:**

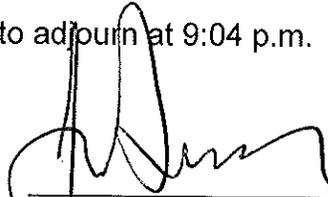
Swanson would like to thank Schumacher for the fine job he has done as a supervisor of Baldwin Township and wished him the best in his endeavors.

**Motion to Approve Bills for Payment** – Lawrence/Rush unanimous to approve for payment check numbers 22274 through 22311 and 3 EFT payments totaling \$30,018.14.

**Adjournment** – Rush/Handshoe unanimous to adjourn at 9:04 p.m.



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



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

8-20-2018

Date

Attendees: Lester Kriesel, Scott Case, Blane Ding, Zac Good