

## BALDWIN TOWNSHIP REGULAR MEETING

December 16, 2019

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

**Call to Order** – The December 16, 2019 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 "Website Involving Snow Removal Policy" to Road Report
- Add "Lance Valerious/Agenda Request" to before Road Report
- Add "Sharon Sandberg/Agenda Request" to before Road Report

**Approval of Regular Meeting Agenda With/Without Additions/Corrections** - Lawrence/Handshoe unanimous to approve the regular meeting agenda as amended.

**December 2019 Preliminary Treasurer's Report** - The Clerk/Treasurer reported receipts of \$591,303.84 and disbursements of \$46,785.30 (not including payroll) check numbers 23409 through 23481 and 5 EFT payments leaving an unaudited balance of \$2,079,146.74.

**Lance Valerius** – Mr. Valerius, 288<sup>th</sup> Avenue, was present questioning the feasibility of splitting the land (80-acre parcel) south of the easement shown on the plat of Pinegate Estates. He would purchase the east half and use that easement for access to the property. Swanson questioned if the easement was ready to be used. Mr. Valerius stated that the easement is not built up whatsoever and he would utilize it for his driveway. His future intent is to build one home on the 40-acre easterly side. Lawrence stated that the only access for the property to the west would be off of 100<sup>th</sup> Street and the easement would solely service his property. The township would not be interested in upgrading the easement and it is township property to his property line. As an easement it can be used by any citizen. He doesn't see a huge issue with it, but the township would need paperwork ensuring that the easement would be used as a driveway only. Swanson stated that he would be opposed to that actually being used as a road easement at some time to get to the east side of the westerly half and connect with 100<sup>th</sup> Street. Access from 100<sup>th</sup> Street could be through the middle of the property. Lawrence stated that this is assuming that all of this is buildable. The 40 acres to the west will still have an option to do a cul-de-sac. Swanson/Handshoe unanimous to push forward to the Planning Commission meeting on January 22, 2020.

**Sharon Sandberg** – Ms. Sandberg invited the Baldwin Township Supervisors to the Flight Expo party at the airport; and explained what their business is about.

## **Road Report for December 16, 2019 from Zac Good:**

### **M.P.C.A. Classes**

- Wastewater Collection System Basic December 17<sup>th</sup> – 19<sup>th</sup> (Zac and Phil)
- Looking into requirement to take over Frontier Trails Wastewater System, Permit requires Class C License

### **Repairs**

- #5 Front Left U-Joint
- #7 Hydraulic Sander – spinner control to manifold (hose failed)
- #3 Sander – spinner to truck (hose failed)
- #7 Sander – spinner to truck (hose failed)
- New Tires for John Deere Snowblower

### **Roads**

- NOTICE / Depositing snow across roadway
  1. Option to send Notice to resident in letter form from Township

### **Trucks**

- Recommend hire two additional Plow Drivers / Backups
  1. Chuck Longley
  2. Phil Onstad (Weekend Availability)
- 2020 Freightliner Plow Truck Delay

J-Craft the Outfitter installing the plow and box. Has informed me that they are experiencing a delay receiving the Hinink plow from the manufacture. J-Craft expected dock pick-up date was on December 10<sup>th</sup>. Following up we should expect delivery first part of January.

**Discuss/Approve/Disapprove 125<sup>th</sup> Street Reconstruction** – Nick Anderson, Bogart, Pederson & Associates, presented an estimate of \$462,665.23 for the 125<sup>th</sup> Street reconstruction. The borings are not completed. Adding paved shoulders would increase the estimate by \$20,000. It would be difficult to put in a path. If the road was reclaimed and paved the estimate would be \$150,000. Drainage needs to be fixed. Rush stated that there are a lot of businesses that don't have blacktop parking lots and questioned if the township would be assessing the businesses. Lawrence responded that the township has been improving roads that are ours and not assessing. Anderson stated that the earliest we could do is to bid it in March. Discussion regarding using C oil. The estimated cost of installing a 6-foot side concrete sidewalk would be \$200,000. Bituminous would be approximately \$60,000. Swanson stated that he would like to see what it really costs and historically we have not assessed anything. Hudson stated that he would be opposed to assessing. Discussion on 100<sup>th</sup> Street and why that project had been delayed. The preliminary cost for 100<sup>th</sup> Street was \$750,000, easement that would need to be obtained, the road not centered, and wetlands are reasons why it was delayed. Lawrence/Hudson unanimous to move ahead with gathering the next step of information for 125<sup>th</sup> Street. Hudson stated with the caveat that he would like to see a paved walkway (shoulders) on the business side. Anderson will have another estimate ready for the Town Board to review at their mid-January regular meeting.

**Ridgewood Bay Ice Fishing Contest** - Rush/Lawrence unanimous to move "Approve/Disapprove Ridgewood Bay Ice Fishing Contest, January 25<sup>th</sup>, Little Elk Lake" from New Business.

**Approve/Disapprove Ridgewood Bay Ice Fishing Contest, January 25<sup>th</sup>, Little Elk Lake** – Rush/Hudson unanimous to approve the Ridgewood Bay Ice Fishing Contest scheduled for January 25, 2020 at Little Elk Lake as well as parking on the road between the hours of 9:00 a.m. to 4:00 p.m.

**Discuss/Approve/Disapprove 'Responsibility of Residents' Snowplowing Information** – Swanson questioned if anyone asked our maintenance department to put this together and asked Good what motivated him to do this. Good responded that he was being proactive for our residents to answer commonly asked questions. Lawrence asked if our newsletter was not effective as it addresses most of these. Good stated that he believed the newsletter not to be effective. Discussion regarding how many calls the township receives asking these questions. The board reviewed the 2006 Baldwin Township Snowplowing and Ice Control Policy. They would like to use this policy with the inclusion of the state statute number regarding plowing snow across a public road. Swanson stated that what was in the newspaper was very unflattering like we did not know what we are doing. Discussion on what snow policies were on the website. Lawrence stated that there are 3 different policies and he wants one. Lawrence/Handshoe unanimous to approve the one-page policy with the clerk putting it on letterhead, putting in on the website and taking off the other one. Rush stated that he wants the plow drivers out to make a pass through so the kids can get to school, and people can get to work and then come back and mop up. Lawrence/Hudson unanimous to add an amendment to add the state statute to the policy before posting on the website.

Good stated that all 6 trucks go out at the same time and needs to know what level of snow to go out at as it is hard to gauge with mother nature and storms. Rush stated that if it is over the 2-inch limit then go out. Discussion on when to call the drivers. Rush would like to see them go out earlier, by 4:00 a.m. as he just wants the residents to get to work. The residents are asking what good is it to plow when the snowstorm is done. Handshoe and Good will confer on when to go out. Swanson stated that he found it eye opening that at 10:00 a.m. he was driving on township roads that had not been plowed.

**Review Snowplowing Across Township Road Notice Used by Maintenance Department** – After reviewing a notice that was created in 2007, and never modified, regarding depositing or plowing snow onto or across a public roadway, the supervisors suggested that the state statute be added to the front and the entire statute be copied to the back of the notice. A concern was whether the notice would be effective since it would be sent out post-storm; and if it would not be a wise use of resources to the police. Swanson suggested that the snowplow drivers jot down the addresses where the violation takes place.

**Review Town of Baldwin Organization List** – After reviewing the Town of Baldwin Organization List, it was determined that the Maintenance Department did not have a dollar limit. Any purchases over \$1,000 must get approval from the road supervisor. Rush/Lawrence unanimous to approve allowing up to \$1,000 for maintenance department purchases.

**Discuss Late Arrival of New Plow Truck** – It was discussed that since the new plow truck has not yet been delivered, and it was supposed to be here in September, that the township should be able to subtract some dollars from the cost. Zac Good will review the contract.

**Discuss/Approve/Disapprove Township Hiring Snowplow Driver** – Handshoe/Hudson unanimous to approve Chuck Longley and Phil Onstad as snowplow drivers pending the results of drug testing. There are now eight snowplow drivers which includes Good. One driver is out on medical; another driver is an alternate.

**Website Snow Removal Policy** – Removed.

**Approval of Consent Agenda** – Rush/Hudson unanimous to approve the Town Board meeting minutes of December 2, 2019 and December 9, 2019; and to approve Resolution 19-16; Resolution Designating Annual Polling Places.

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

**PLATS:** None.

**VARIANCES:** None.

**OLD BUSINESS:**

**County Planning & Zoning Report** – Lawrence reported that there was nothing discussed at the meeting that involved Baldwin Township. Lawrence said, though, that residents are getting disgruntled about the number of solar farms being built in the west side of the county.

**Park Committee Report** – Rush reported that the next scheduled meeting is January 16, 2020.

**Baldwin Volunteer Corps Update** – Rush reported that the next scheduled meeting is January 27, 2020.

**City of Princeton Council Report** – Handshoe reported that the council recognized a bowling team for winning a state competition.

**Airport Advisory Board Report** – No report.

**Facebook Update** – Hudson reported that Baldwin Township’s email supplier is out of addresses for the township. Each new email address would cost an additional \$75.00. He is going to attempt to see if it is possible to transfer. We have a different domain name for the website. As we are a local government email addresses can be obtained from the federal government. He would like to obtain that registration from the GSA for a 2-year period and unify all of our electronics.

**Discuss/Approve/Disapprove New Cell Phone Plan** – Hudson/Handshoe unanimous to establish an account with Verizon for a new cell phone plan.

**TABLED ITEMS:**

**Approve/Disapprove Revised Insurance Plan from MATIT** – Swanson/Rush unanimous to approve the revised insurance plan from MATIT with an increased rate from \$16,053 to \$17,412.

**NEW BUSINESS:**

**Approve/Disapprove Animal Control Officer Craig Hilburn’s Resignation** – Lawrence/Hudson unanimous to approve the resignation of the animal control officer, Craig Hilburn with recognition for his years of service.

**Approve/Disapprove Placing Ad for Animal Control Officer** – Rush/Handshoe made a motion to place an ad for an animal control officer. With a voice vote taken Supervisors Rush, Swanson and Handshoe in favor; Supervisors Lawrence and Hudson opposed. Motion carried. The clerk will send the ad used in 2011 that was placed in the newspaper to Supervisor Hudson.

**Approve/Disapprove County Household Hazardous Waste Event, Monday, May 11, 2020, 11:00 a.m.-1:00 p.m.** – Rush/Handshoe unanimous to approve the County Household Hazardous Waste Event for May 11, 2020 from 11:00 a.m. to 1:00 p.m.

**Announcements:**

- Hazard Mitigation Planning Meeting #2, Tuesday, December 17<sup>th</sup>, 10:00-Noon, Sherburne County Emergency Operations Center
- Township Office Closed, Wednesday, December 25 for Christmas
- Candidate Filing Opens Tuesday, December 31 & Closes Tuesday, January 14
- Township Office Closed, Wednesday, January 1 for New Year’s Day

**Any Other Business:**

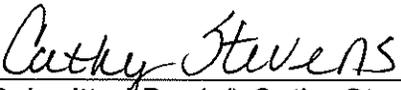
Rush/Hudson unanimous to approve the Baldwin Township office to be closed on Thursday, December 26, 2019 and Friday, December 27, 2019; and Thursday, January 2, 2020 and Friday, January 3, 2020. The office will close on Christmas Eve Day, December 24, 2019 at 12:00 noon.

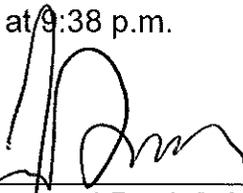
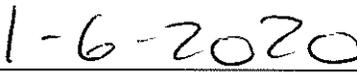
Lawrence/Rush unanimous to have Hudson move forward with BaldwinTownship-mn.gov domain name.

The price of devices was discussed. Lawrence stated that Hudson has a spending limit of \$1,000 to go and make a decision along with the cost of cases for the phones.

**Motion to Approve Bills for Payment** – Hudson/Rush motion to approve for payment check numbers 23440 through 23481 and 5 EFT payments totaling \$41,087.20. With voice vote taken Supervisors Swanson, Rush, Hudson and Handshoe in favor; Lawrence opposed. Motion carried.

**Adjourn** – Rush/Handshoe unanimous to adjourn at 9:38 p.m.

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

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

Attendees: Zac Good, Greg Sackett, Tim Hennagir, Nick Anderson