

## BALDWIN TOWNSHIP REGULAR MEETING

December 2, 2013

**Present** – Supervisors Jay Swanson, Kimberly Good, Larry Handshoe, Tom Rush and Randy Atwood.

**Call to Order** – The December 2, 2013 regular meeting of Baldwin Township was called to order by Chairman Swanson at 7:02 p.m.

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

### **Additions/Corrections to Agenda**

- Add Election Results to Fire Department Report
- Add Announcement of Retirement of Two Firefighters to Fire Department Report
- Add Focal Point Quote to Tabled Items
- Add Approve/Disapprove Park Sign under Old Business
- Add Approve/Disapprove Windows under New Business
- Add Discuss Letter to Elk Point Resident under Old Business
- Move Park Committee Report to under Fire Department Report
- Add Bid for Boardwalks under Park Committee Report

**Approval of Regular Meeting Agenda With/Without Additions/Corrections** – Rush/Atwood unanimous to approve the regular meeting agenda as amended.

### **Treasurer's Report:**

**November 2013 Final Treasurer's Report** – The clerk reported receipts of \$36,749.50 and disbursements of \$86,469.62, check numbers 17855 through 17942 and 6 EFT payments leaving an unaudited balance of \$388,483.50.

**December 2013 Preliminary Treasurer's Report** – The clerk reported receipts of \$2,161.03 and disbursements of \$77,316.38, check numbers 17943 through 17971 and 1 EFT payment leaving an unaudited balance of \$314,610.21.

**Sheriff's Report** - Officer Wilson reported 179 calls for service in the month of November.

**Fire Department Report** – Chief Rademacher reported there were 18 calls in the month of November.

**Approve/Disapprove Contract with ESMC Corporation for the I Am Responding System Subscription** – Good/Swanson unanimous to approve an upfront payment of \$3,087 with a \$50 fee for a five-year contract with ESMC Corporation for the I Am Responding system subscription.

**Election Results** – Fire Department elections were held on December 1, 2013 with the following results: Captain 5: Gary Taylor: 9 votes; Brian Torborg: 10 votes. Captain 6: Justin Suckut: 10 votes; Travis Carlson: 5 votes; Gary Taylor: 4 votes. They are both 2 year terms from January 1, 2014 through December 31, 2015. The department thanks both Gary Taylor and Travis Carlson. Both will return as firefighters as of January 1<sup>st</sup>.

**Announcement of Retirement of Two Firefighters** – In January 2014 Don Larsen who has been on the department for 10 years and Jim Oliver who has been on the department for 9 years as well as the treasurer of the Fire Department Relief Association will be retiring. Oliver, if possible, will stay on to help with the transition of another treasurer. An election will be held for a treasurer in February.

The Baldwin Fire Department participated in a house burn with Princeton.

Good/Handshoe unanimous to approve the fire department election results.

**Approve/Disapprove Resolution 13-21, Resolution Accepting Donation** – Good/Handshoe unanimous to approve the donation of \$1,000 from the Zimmerman Relief Association for gas analyzers with a date change from 12/4/13 to 12/2/13 noted on the Resolution.

**Approval of Consent Agenda** – Handshoe/Rush unanimous to approve the Town Board meeting minutes of November 19, 2013.

**Open Forum for Citizens** – None.

**CONDITIONAL & INTERIM USE PERMITS:**

**Yearly Review, IUP for Retreat Facility** – Good/Handshoe unanimous to approve Debra Sorenson's interim use permit for a retreat facility at the property located at 30440 U.S. Highway 169 NW, Princeton, MN for a period of one year.

**Yearly Review, IUP for Home Business in an Accessory Building** – Handshoe/Good unanimous to approve Wayne and LaShalle Thompson's interim use permit for a home business in an accessory building for a period of one year.

**Yearly Review, IUP for Home Business in an Accessory Building** – Scott and Cindy Hagen were unable to attend the meeting but submitted a letter to the Town Board dated December 2, 2013 stating:

‘During the 2013 year, we have made little progress on our outbuilding project.

We do intend to resume our progress in 2014. Please continue our permit.’

Handshoe/Good unanimous to approve Scott and Cindy Hagen's interim use permit for a home business in an accessory building.

**PLATS:** None.

**VARIANCES:** None.

**OLD BUSINESS:**

**Approve/Disapprove Cost Share Voucher for 142<sup>nd</sup> Street** – Bill Bronder, Sherburne SWCD, was present. After signatures are obtained for the voucher as well as the operation and maintenance plan, Good/Handshoe unanimous to approve the cost share voucher for 142<sup>nd</sup> Street.

**Park Committee Report** – Rush reported that there will be no meeting in the month of December. Rush reported that the Young Park signs have been approved and it was suggested to get 2 or 3 signs. The Park Committee agreed to extend where the white building used to be, use the concrete and build a half-court basketball area. It's in agreement also to have the pavilion extension off of the brown building. The committee will be going out to Goose Lake in March to look for the best area for trails. In consideration is getting composite signs to put close to County Road 38 and the entrance of the park. It's been suggested to contact the Lions Club for help in building with the boardwalks or pavilion

**Bid for Boardwalk** – Swanson stated he received a quote from JTO Services for installation of the boardwalks. Upon opening the quote, the price was \$22,500.00. The owner, Jeff Olson, mentioned he was scared off by the 15 day completion timeline. Swanson would like to change it from 15 days to 45 days. In all fairness, make sure that the other quoters have a chance to look at a longer day period. Marv's True Value needs a week to order the cookies. There has been a change in the plan that is not significant and involves instead of placing the poles under the deck to put the posts on the outside of the walkway. Atwood suggested sending the request for quotes out again with another addendum with the date change and difference in design. Good stated that she believes that the permit has expired and an extension is needed. Rush stated that the township engineer is checking on that. Rush stated that a citizen told him that the decking that is sitting out there is becoming warped and the screws are falling out. Good/Atwood unanimous to send out the new requirements to previous quoters and advertise. Rush stated that that there would be an additional cost with the cookies. If the dollars are not there the funds will come out of the General Fund.

**TCI Baldwin Volunteer Corps Update** – Michael Darger, who is Extension Specialist of Community Economics and Business Retention and Expansion at the University of Minnesota, was guest speaker at the Baldwin Volunteer Corps meeting. Darger put on a presentation that would offer opportunities that could potentially enrich the business sector of Baldwin through mentorship and education. Swanson said it would be an economic development opportunity for Baldwin. The cost would be \$7500. Connexus Energy and the Initiative Foundation have grant dollars to cover the cost. Good/Handshoe unanimous to approve pursuing the opportunities offered by the BR&E and applying for the Connexus Energy and Initiative Foundation grant dollars for the BR&E funding for the Focus Group Option with a contribution from the Township of \$1000.

**Approve/Disapprove Accepting/Applying for Connexus Energy and Initiative Foundation Grant Dollars for BR & E Funding for Focus Group Option with a Township Contribution of \$1,000 – See above.**

**Joint Committee with City of Princeton Status –** No meetings have yet been scheduled.

**Discuss/Approve/Disapprove Sending Agreement with Princeton to Attorney –** Handshoe/Good unanimous to approve sending the agreement with Princeton to the township attorney for review.

**Approve/Disapprove Resolution 13-20, Resolution Authorizing Contract with Interested Officer -** Good/Handshoe motion to approve Resolution 13-20, a Resolution Authorizing Contract with an Interested Officer. With a voice vote taken Good, Handshoe, Atwood and Rush in favor; Swanson abstains. Motion carried.

**Update on Lake Diann Acres Petition for Potential Subordinate Service District –** The clerk informed the board that the petition presented earlier did not have correct signatures, i.e., husbands and wives signing separately, so therefore the petition has been returned to the resident for correct signatures.

**Approve/Disapprove Park Sign –** Since the changes to the park sign have been completed, Handshoe/Good unanimous to approve ordering three (3) park signs for \$42.90 each from Lyle Sign.

**Discuss Letter to Elk Point Resident –** It was discussed that there is no paper trail nor is it known for sure where the property marker is. Discussion regarding having a survey done for verification. The propane tank is in the road right of way, and is a potential safety hazard. Swanson will talk to Bogart and also write a letter to the resident concerning this issue.

#### **TABLED ITEMS:**

**Approve/Disapprove Cell Tower Lease –** Good/Handshoe unanimous to table until the December 17, 2013 meeting.

**Discuss/Approve/Disapprove Purchase of Carpet for Townhall –** Good/Handshoe unanimous to disapprove purchasing carpet for the Town Hall.

**Approve/Disapprove Equipment Trailer Repairs –** Handshoe/Good motion to table approve/disapprove equipment trailer repairs until the March 2014 meetings. With voice vote taken Good, Handshoe, Rush and Atwood in favor; Swanson abstaining. Motion carried.

#### **NEW BUSINESS:**

**Approve/Disapprove Ballot Questions for March Township Election –**

Good/Handshoe unanimous to disapprove any ballot questions for the March township election.

**Approve/Disapprove Resolution 13-21, Resolution Accepting Donation –** See above.

**Approve/Disapprove Auditor to Audit 2013 Financials –** Good/Handshoe unanimous to contact KBP & Co. Ltd. to audit the 2013 financials if the price is the same and he can meet the deadline. The clerk will have the information for the December 17, 2013 meeting.

**Approve/Disapprove Windows for Town Hall –** Good/Handshoe unanimous to disapprove because of the cost. Good/Handshoe unanimous to approve up to \$200 to replace the damaged pane of glass.

**Announcements:**

- Town Board Workshop, Wednesday, December 4<sup>th</sup>, 7:00 p.m.

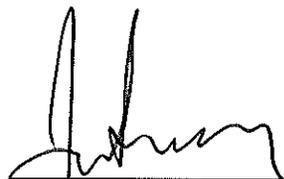
**Any Other Business:** None.

**Motion to Approve Bills for Payment –** Good/Handshoe unanimous to approve for payment check numbers 17943 through 17971 and 1 EFT payment totaling \$77,316.38 and check number 17972 in the amount of \$3,137.00.

**Adjourn –** Good/Atwood unanimous to adjourn at 8:40 p.m.



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



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

12-17-13

Date

Attendees: William Bronder, Lester Kriesel, Emily Rohweder, Tami Rohweder, Mike Rademacher, Audrey Misiura, Jon Bogart, Debra Sorenson