

BALDWIN TOWNSHIP REGULAR MEETING

December 4, 2017

Present – Supervisors Brad Schumacher, Jay Swanson, Tom Rush and Larry Handshoe. Supervisor Bryan Lawrence arrived at 7:01 p.m.

Call to Order – The Baldwin Township regular meeting of December 4, 2017 was called to order by Chairman Schumacher at 7:00 p.m.

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

Additions/Corrections to Agenda

- Add "Schedule Employee Meeting" to under New Business
- Add "Fire Department Election Results" to under Fire Report
- Add "Approve/Disapprove Reappointment of Richard Marshall to Planning Commission" under Planning Commission Report
- Add "Approve/Disapprove Crawford Equipment Invoice of \$570" to Park Committee Report
- Add "Approve/Disapprove Sunbelt Invoice of \$625" to Park Committee Report
- Add "Approve/Disapprove Sunbelt Credit Application" to Park Committee Report
- Add "Approve/Disapprove Gravel for Goose Lake Parking Lot" to Park Committee Report

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

Treasurer's Report

November 2017 Final Treasurer's Report – Receipts of \$11,222.54 and disbursements of \$202,117.11, check numbers 21555 through 21620 and 7 EFT payments leaving an unaudited balance of \$1,821,690.81.

December 2017 Preliminary Treasurer's Report – The clerk reported receipts of \$0 and disbursements of \$20,138.60, check numbers 21621 through 21656 and 0 EFT payments leaving an unaudited balance of \$1,801,552.21.

Sheriff's Report - Office Wilson reported there were 212 calls for service in the month of November 2017. Arrests have been made with the burglary at Prairie Restorations.

Fire Department Report:

Relief Association Report – Jim Oliver reported that the Relief Association has a balance of \$499,000. He talked about switching our investment from Wells Fargo to a state board of investments although it's too late to do so for 2017. Three key factors would need to take place to pursue this course of action in 2018. First, the state board has to accept the Baldwin Fire Department; secondly, the fire department has to vote on it; and thirdly, the Town Board has to approve. Discussion on the benefits of switching

to PERA (state board of investments). Jim Buell is leaving the department as of January 1, 2018.

Approve/Disapprove Submitting Grants for New Radios – Lawrence/Handshoe unanimous to approve sending a recommendation to the Big Lake Fire Department that the Baldwin Fire Department be a part of the grant application process for new radios.

Fire Department Election Results – The results of the December 3, 2017 elections for the Baldwin Fire Department is Captain 6 is Brandon Bedbury and Captain 6 is Brian Torborg.

There were 15 calls for fire department service in the month of November that included 13 medicals, 2 mutual aid, 1 MVC, 1 grass fire and 3 alarms.

Approved tires are being put in the grass rig. The tanker is scheduled for delivery in May.

Road Report – Nick Anderson, Bogart, Pederson was present. Discussion on the cost and how many miles were done last year with seal coating and crack sealing. Anderson stated that routed crack sealing lasts longer. Discussion on getting out earlier in the year. Anderson recommended finishing 142nd Street on the seal coat route. The Town Board instructed Anderson to bid a la carte.

Review/Approve/Disapprove Going out for Bid on 2018 Crack Seal Routes
With the estimated cost for the 2018 crack seal routes of \$153,000, Rush/Swanson unanimous to approve going out for bid. Lawrence stressed that the township make sure that enough dollars are accounted for before going out for bid. There was discussion regarding 125 ½ Street being done next year. Rush said it would cost approximately \$323,000 for both crack seal and seal coat.

Review/Approve/Disapprove Going out for Bid on 2018 Seal Coat Routes
With the estimated cost the 2018 seal coat routes of \$169,000 with also adding 142nd Street, Swanson/Rush unanimous to approve going out for bid.

Review Applications for Relief Snowplow Drivers – Zac Good reported that the maintenance department has a full standard crew for snowplow drivers but no backups. He would like to set up interviews for 2 applicants with himself and the employee liaison present. Lawrence/Handshoe unanimous to approve interviewing the two applicants for substitute snowplow driver positions.

The Road Report for December 4, 2017 meeting presented by Zac Good:

Roads

- 138th / 142nd (North Elk Lake); Road damage from nearby construction

Maintenance Shop

- Storage cabinet x 2 @ \$99 from Northern Tool

- Replacement of florescent lights / Conversion to L.E.D. fixtures in maintenance shop
- Three types of conversion (See Printout)

Trucks

Replacement tire quotes for 1 f-550 (State Bid)

- Poms Tire / Hankook / DH07 / \$1641.26 for 6 tires
- Royal Tire / Firestone / FD690+ / \$1851.48 for 6 tires

Slide-In Truck Bed Sanders

- Salt Dogg / SHPE3000 / 3 cu. yd / \$5,800 + \$800 Install
- Salt Dogg / PRO2500 / 2.5 cu. yd. / \$6,700 + \$800 Install
- Hiniker / Model 975 / 4 cu. yd. / (reverse switch to clear jams and overload protection and blast control) / (w/long spinner and 2" ratchet strap) / \$7,249.00 + \$475 Install / Optional tarp cover \$268

Park

Rental at Crawford's Equipment / Maintenance Department returned equipment saving a \$70 credit that is not reflected of our invoice / Rick at Crawford's says it will screw up his books going into the New Year and that \$570 is our bill in full for a one-way delivery for stump grinder and bucket rental / We have an invoice stating our \$70 credit.

Swanson will call the developer of the new development off of County Road 9 and County Road 1 regarding the road damage and the home builder for road damage off of 98th Street.

Handshoe/Swanson unanimous to approve purchasing two storage cabinets at a cost of \$99.

There was discussion regarding the L.E.D. fixtures. It was suggested purchasing two units to start to see how they will work in the shop. It was also suggested looking in rebates from the electric company.

Swanson/Handshoe unanimous to approve purchasing six (6) tires for the F-550 from Poms Tire.

Swanson/Rush unanimous to approve purchasing the Hiniker Model 975 truck bed sander for \$7,249.00 with installation of \$475 and tarp cover for \$268 with an accepted friendly amendment to approve up to \$8,000 with the monies to be taken from the Capital Fund.

There was discussion regarding Crawford Equipment. The shed at Young Park has been finished.

Approval of Consent Agenda – Lawrence/Swanson unanimous to approve the Town Board Meeting Minutes of November 20 and November 21 (2 sets), 2017; and approve the Amendment to the Sherburne County Zoning Ordinance No 002; Ord No 225.

CONDITIONAL & INTERIM USE PERMITS:

Yearly Review of an Interim Use Permit for a Retreat Facility – Rush/Handshoe unanimous to approve the yearly review of an IUP issued to the Norwegian Wood Retreat.

Yearly Review of an Interim Use Permit for a Home Business in an Accessory Building – Rush/Swanson unanimous to approve the yearly review for an IUP for Wayne and LaShalle Thompson for a home business in an accessory building.

PLATS: None.

VARIANCES: None.

OLD BUSINESS:

Park Committee Report – Rush reported that the Park Committee will not meet until February of 2018. Updates for Young Park were discussed including waiting on pursuing a grant for playground equipment. Driveway and trails on being worked on at Goose Lake Park. Rush recommends doing a comprehensive plan to anticipate where Baldwin wants other parks in the township in order to look into further grant opportunities. It was suggested to have the Baldwin Planning Commission to do research into other possible park areas also.

Approve/Disapprove Crawford Invoice of \$570 – Handshoe/Swanson unanimous to approve the Crawford invoice of \$570.

Approve/Disapprove Sunbelt Invoice of \$625 – Rush/Handshoe unanimous to approve the Sunbelt invoice of \$625 for the brush cutter for Goose Lake Park. Lawrence questioned why the invoice was being approved after the fact since the money was already spent.

Approve/Disapprove Credit Account for Sunbelt – Swanson/Handshoe unanimous to approve opening a credit account with Sunbelt.

Approve/Disapprove 8 Loads of Gravel for Goose Lake Park – Swanson/Handshoe unanimous to approve up to \$3,000 for eight (8) loads of gravel for Goose Lake Park to be delivered first thing in the spring.

TCI Baldwin Volunteer Corps Update – No report.

Planning Commission Report:

Approve/Disapprove Appointment of Richard Marshall to Planning Commission
Lawrence/Handshoe unanimous to appoint Richard Marshall to a 3-year term to the Baldwin Township Planning Commission.

Even though it's difficult for Scotty Harder to attend Planning Commission meetings in the summer because of his employment, Swanson/Handshoe unanimous to approve having him maintain his position on the commission.

Approve/Disapprove Moving 1st Meeting in November to Another Date – Rush/Handshoe unanimous to move the first meeting in November from November 5, 2017 to November 13, 2017.

TABLED ITEMS:

Discuss/Approve/Disapprove Slide In Sanders Per Quotes for the One Ton Trucks
See above.

Review/Approve/Disapprove Fee Schedule – Rush/Handshoe unanimous to table the review of the fee schedule until the December 18, 2017 regular meeting of Baldwin Township.

Discuss Fee/Rate Schedule; Joint Powers Agreement Regarding Zoning – No discussion.

NEW BUSINESS:

Presentation of Petition to Vacate an Easement & Order Setting Forth Initial Descriptions and Setting Hearing Date – Property was purchased from adjoining neighbors by Anna Thompson unaware that a burned building was on the property line. The Thompsons' started to rebuild the garage on the same foundation without a building permit before they were told that the easement is too close to the building. Lawrence said that if the board chooses they can abandon the easement, but the Thompsons would also have to go through the re-platting process. The easement would continue to exist; just not through the center of the property. Lawrence/Handshoe unanimous to set a public hearing date of January 8, 2018 at 7:30 p.m.

Approve/Disapprove Extending Full Time Employment Offer to Zac Good - Handshoe/Swanson unanimous to approve offering Zac Good full time employment.

Discuss/Approve/Disapprove Compensation for Zac Good's Position – Handshoe/Schumacher unanimous to approve increasing compensation for Zac Good to \$22 per hour retroactive to November 22, 2017.

Approve/Disapprove Signing off on MPCA Permit, Frontier Trails – Lawrence/Handshoe unanimous to table signing off on the MPCA permit for Frontier Trails until the January 8, 2018 regular meeting of Baldwin Township.

Approve/Disapprove Ballot Questions for March Township Election – Rush/Handshoe unanimous to disapprove any ballot questions for the March township elections.

Review Schlenner Wenner's 3 Year Audit Arrangement Letter – The Schlenner Wenner 3-year audit arrangement letter was reviewed.

Review Monthly Building Permits – The town board reviewed the October 2017 building permits. It was noted that 45 new homes have been constructed in Baldwin Township as the end of November 2017 compared to 23 in 2016.

Schedule Employee Review – Lawrence/Handshoe unanimous to schedule an employee review for Terry Carlile to December 11, 2017 at 6:00 p.m. with the Budget Meeting to start at the conclusion of the employee review meeting.

ANNOUNCEMENTS:

- Budget Meeting, Monday, December 11th, 7:00 p.m., Scheduled at the Conclusion of the Employee Review
- PACC Gala, Thursday, December 14th, 5:30 p.m., Madre Loca

ANY OTHER BUSINESS:

A card for Jon Bogart's retirement was available to sign.

Motion to Approve Bills for Payment – Lawrence/Swanson unanimous to approve for payment check numbers 21621 through 21656 totaling \$26,781.76.

Adjourn – Swanson/Lawrence unanimous to adjourn at 8:35 p.m.


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


Approved By: (s/) Brad Schumacher
Chairman, Board of Supervisors
Baldwin Township

12-18-17
Date

Attendees: Lester Kriesel, Scott Case, Scotty Harder, Anna Thompson, Mike Trunk, Zac Good, Terry Carlile, Nick Anderson