

BALDWIN TOWNSHIP ANNUAL MEETING

March 10, 2020

Baldwin Township Deputy Clerk Cheryl Goetz Dobson called the 2020 Annual Meeting for the Town of Baldwin to order at 8:01 p.m. All citizens present recited the Pledge of Allegiance. The deputy clerk accepted nominations for moderator. Dick Marshall motioned to nominate Bryan Lawrence; seconded by Patrick Hudson. All in favor. Motion carried. Bryan Lawrence accepted the nomination and was appointed as moderator for the Baldwin Township Annual Meeting of March 10, 2020.

Bryan Lawrence welcomed everyone and thanked them for attending the Baldwin Township Annual Meeting. He said this is the peoples' meeting and that everyone would have a chance to voice their concerns. Informational material was made available to everyone present.

Additions/Corrections to Agenda

There were no additions or corrections to the agenda.

Approve Agenda

Calvin Schmock motioned; seconded by Dick Marshall to approve the agenda as printed. All in favor. Motion carried.

Approve Dispensing with the Reading of the March 12, 2019 Annual Meeting Minutes

Calvin Schmock motioned; seconded by Jeremy Peterson to dispense with the reading of the March 12, 2019 Annual Meeting minutes. All in favor. Motion carried.

Approve March 12, 2019 Annual Meeting Minutes

Calvin Schmock motioned; seconded by Jeremy Peterson to approve the March 12, 2019 Annual Meeting minutes. All in favor. Motion carried.

Reading of Board of Audit Report as Posted

The Board of Audit Report was posted as required and available for the public to view. Brian Torborg motioned; seconded by Lance Soderholm to dispense with the reading of the Board of Audit Report. Lawrence explained that each supervisor chooses a set of expenditures to review and verify accuracy as well as to make sure the disbursements were handled properly. All in favor. Motion carried.

2019 Treasurer's Report / 2019 Audit (if available) / 2019 Recap

Ashley Meagher from the office of Schlenner Wenner & Co. was in attendance to present the audited financial statements of Baldwin Township ending December 31, 2019. Summarizing the Audited Financial Statements, Meagher stated that Schlenner Wenner & Co. expressed an unmodified opinion on the township's

major funds, other than the Sewer Fund, and the remaining fund information as well as expressed a qualified opinion on the Governmental Activities, Business-Type Activities and the Sewer Fund. They had no concerns with the audit results and noted that Schlenner Wenner & Co. has a positive working relationship with the Township's management and personnel. A material weakness is that the township has a lack of proper segregation of duties but stressed that this is very common for a township of the size of Baldwin.

It was reported that revenues have consistently exceeded expenditures; and that the General Fund balance has grown consistently. The township policy is to maintain a minimum unassigned General Fund balance equal to 20% of operating expenditures, and this policy has been adhered to.

2019 Projects

Supervisor Jay Swanson gave a PowerPoint presentation that included explanations of Baldwin Township's four (4) year levy history, how property tax payments are distributed to the township as well as the beginning balances, the fund certified dollar amounts submitted to the county and the receipts and disbursements of the general fund, road and bridge fund, fire fund, special revenue (fire relief) fund, capital fund, capital fund (fire), debt service fund, cemetery fund, capital reserve fund and park fund.

Road and Bridge projects for 2019 were 136th Street and the 305th Avenue culvert repair. The 2020 proposed road project is 125th Street. The cost of repairs for the 125th Street project is already included in this year's budget.

2021 Budget / Levy Proposal

The proposed 2021 Baldwin Township levy is:

General Fund	\$260,000
Road & Bridge	\$475,000
Capital Fund	\$ 50,000
Fire Fund	\$165,000
Capital Fund (Fire)	\$ 30,000
Park Fund	\$ 60,000
Debt Service	\$311,475
Special Revenue	\$ 0

For a total of \$1,351,475

Fire Department Report

Chief Scott Case reported there were 260 calls in the year 2019. There are now 24 firefighters on the Northeast Sherburne County Fire and Rescue Department with four of those firefighters being an EMT, two being paramedics and one doctor. The Baldwin firefighters have put in excess of 2500 hours in training in 2019 including both fire and emergency medical training. Outreach and exposure to the community includes participating in Baldwin Township Cleanup

Day, Princeton High School STEM Day, the FunFest at Young Park, daycare visits, early childhood education registration, the Princeton Block Party and establishing a Baldwin Fire Department Relief Association Scholarship. Case said to contact the chief or the town hall if there are any activities that the residents would like the fire department to be a part of.

Discuss/Approve/Disapprove Adding \$15,000 to the Levy for the Relief Association

It was decided to add the levy request of \$15,000 for the Relief Association as an Annual Meeting line item in order to generate discussion from the assembly present. The \$15,000 would be a contribution from the township to the Baldwin Township firefighter volunteers for PERA which is a state retirement pension fund. The purpose for adding \$15,000 is so that the fund will remain solvent and that it ensures the future health of the fund.

Calvin Schmock motioned; Patrick Hudson seconded to add \$15,000 to the levy for the Relief Association. All in favor. Motion carried.

Baldwin Park Committee Progress Report

The Park Committee meets every other month on the third Thursday at 7:00 p.m. Serving on the committee is an opportunity to be involved and to serve the Baldwin Township community.

The Young Park ball field which was paid for mostly by grants and in-kind donations has now been put to use by the baseball and softball youth associations. There is a basketball court as well as a pavilion picnic area that is available for rental. The committee is looking into future projects to include creating a youth soccer and football field, replacing the playground equipment, modifying and connecting the trails to form a loop, and maintenance of the parking lot.

Goose Lake Park which was acquired in 2012 is a 37-acre parcel; twenty-two of which is water. The Park Committee is proposing to add benches and a picnic area, walking trails and road signage.

The Park Committee is also working on revising / updating the park portion of the comprehensive plan.

Baldwin Township Clean Up Day is May 16, 2020. Baldwin Township FunFest at Young Park is September 26, 2020.

Planning Commission Update

The Baldwin Township Planning Commission meets the 4th Wednesday of each month. At present there are 4 members serving although the commission has space for 7. Community involvement is needed. The Planning Commission is an advisory board that makes recommendations to the Town Board.

Road Report

The road and bridge report presented by Tom Rush outlined the 2020 road projects. Completed is 136th Avenue, striping by Young Park and the widening of County Road 38. Proposed for 2020 is 125th Avenue and 100th Street.

Approve 2021 Budget/Levy

	<u>PROPOSED FOR 2021</u>	<u>CERTIFIED FOR 2020</u>
GENERAL FUND	\$260,000	\$236,500
ROAD & BRIDGE	\$475,000	\$475,000
CAPITAL FUND	\$ 50,000	\$ 50,000
FIRE FUND	\$165,000	\$145,000
CAPITAL FUND (FIRE)	\$ 30,000	\$ 30,000
PARK FUND	\$ 60,000	\$ 55,000
DEBT SERVICE FUND	\$311,475	\$359,831
SPECIAL REVENUE	\$ 15,000	\$ 0
TOTAL	\$1,366,475	\$1,351,331

Rich Harris motioned; Patrick Hudson seconded to approve the proposed 2021 budget/levy for \$1,366,475. All in favor. Motion carried.

General Discussion of Items of Concern

Dick Marshall voiced a concern that the turn out of voters for the Township Election Day was minimal and felt it was a disgrace since it's the responsibility and civic duty for citizens to get out and vote.

Legal Publisher/Depository/Public Postings

The moderator stated that the current legal publisher is the Princeton Eagle, the depository is Bremer Bank and the public postings are the town hall and Marv's True Value. Calvin Schmock motioned; seconded by Phillip Fadden to continue using the Princeton Eagle as the legal publisher, Bremer Bank as the official depository and the public postings continue to be the town hall and Marv's True Value. All in favor. Motion carried.

Election Results

Deputy Clerk Cheryl Goetz Dobson provided the unofficial election results to attendees at the Annual Meeting. The Board of Canvass will meet immediately after the Annual Meeting to certify the election results.

For the Baldwin Township Supervisor "C" position for a three (3) year term Candidate Bryan Lawrence received 35 votes. Write-in Bruce Hooker received 1 vote. There were no undervotes and no overvotes. Total votes cast were 36 votes.

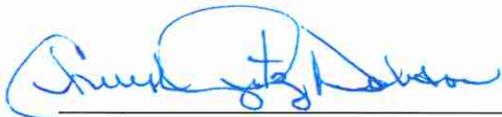
The election results were signed by all election judges: Sharon J. Matz, Linda Massey, Joyce M. Muller and Kimberly Good.

**Motion to Set 2021 Annual Meeting, 2nd Tuesday in March, 2021, 8:01 p.m.,
Baldwin Township Maintenance Garage**

Lance Soderholm motioned; seconded by Tom Rush to set the 2021 Annual Meeting for the 2nd Tuesday in March 2021 at 8:01 p.m. All in favor. Motion carried.

Adjourn

Patrick Hudson motioned; seconded by Robin Fischer to adjourn at 9:16 p.m. All in favor. Motion carried.



Submitted By: (s/
Cheryl Goetz Dobson
Deputy Clerk
Baldwin Township



Approved By: (s/ Bryan Lawrence
Moderator

3/25/20

Dated

Attendees: Tim Hennagir, Phil Fadden, Patrick Hudson, Dick Marshall, Zac Good, Ruth Hudson, Calvin Schmock, Bruce Hooker, Jay Swanson, Carol Swanson, Scott Case, Tom Rush, Jeremy Peterson, Chad Miller, Brian Torborg, Robin Fischer, Cal Watson, Andy Walker, Christopher Decker, Jami Schuster, Lance Soderholm, Cory Klocek, Bryan Lawrence, Rich Harris, Ashley Meagher, MaryBeth Torborg, Cory Magnuson