

BALDWIN TOWNSHIP REGULAR MEETING

February 4, 2019

Present - Supervisors Bryan Lawrence, Tom Rush and Larry Handshoe. Supervisor Jay Swanson absent.

Call to Order – The February 4, 2019 regular meeting of Baldwin Township was called to order by Vice - Chairman Tom Rush at 7:00 p.m.

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

Additions/Corrections to Agenda

- Add 'Approve/Disapprove Don Nordeen Retirement' to Fire Department Report
- Add 'Approve/Disapprove Ron Dehn Leave of Absence' to Fire Department Report
- Add 'Request to Not Respond to Non-Emergency Medical Calls' to Fire Department Report
- Add 'Discuss/Approve/Disapprove Household Hazardous Waste Event, May 13th; 11 to 1 p.m.' to New Business
- Add 'Yard Marker in Road Right-of-Way County Road 38' to Old Business

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

January 2019 Final Treasurer's Report – Receipts of \$49,434.81 and disbursements of \$424,295.09, check numbers 22623 through 22694 and 10 EFT payments leaving an unaudited balance of \$1,437,139.19.

February 2019 Preliminary Treasurer's Report - The clerk/treasurer reported receipts of \$0.00 and disbursements of \$31,874.78 (not including payroll), check numbers 22695 through 22761 and 2 EFT payments leaving an unaudited balance of \$1,384,134.50.

Sheriff's Report – Sergeant Wilson reported there were 176 calls for service in the month of January 2019. Supervisor Lawrence thanked the Sergeant for helping out with the Xcel problem and everything he has heard has been positive.

Fire Department Report – Chief Case reported that there were 25 calls for service in the month of January 2019 which included 14 medical, 1 structure fire, 3 mutual aid calls, 4 calls for hazardous conditions and 3 CO calls. He would like to thank Princeton Fire, Sheriff's department, county EMC and Princeton Police for the help with the Xcel incident.

Discuss/Approve/Disapprove Lights on Duty Vehicles – Chief Case requested installing warning lights on the duty vehicles belonging to the fire chief and assistant

chief for safety purposes. The estimated cost would be approximately \$200 per vehicle which would cover the cost of installing the lights since most of the equipment is already in stock. Lawrence/Handshoe unanimous to approve installing lights on duty vehicles. The insurance company will be notified.

Approve/Disapprove Don Nordeen Retirement – Lawrence/Handshoe unanimous to acknowledge Don Nordeen's 15 years of service and dedication to the Baldwin Township Fire Department and to approve his retirement. A letter of gratitude will be sent.

Approve/Disapprove Ron Dehn Leave of Absence – Handshoe/Lawrence unanimous to approve Ron Dehn's six (6) month leave of absence.

Chief Case said there are now 28 current Baldwin Township firefighters. He also reported that there may be one resignation and one more retirement in the next six (6) months.

Request to Not Respond to Non-Emergency Medical Calls – A small percentage of the calls received, usually numbering around 20, by the fire department are considered non-emergency. Chief Case said that these calls invariably happen at night and have started to cause wear and tear on the volunteer firefighters as well, if eliminated, would save a substantial amount in wages. Since Supervisor Swanson is not present, it was decided to add this item to the March 4, 2019 agenda for further discussion.

Discussion regarding the vehicle rear end issue with the rescue vehicle and options. Repair costs are estimated to be between \$2,000-\$3,000. The apparatus team will be looking at all the options and their findings will be presented to the Town Board.

Presentation from RBs Computer Service – Randy Barney was present of RBs Computer Service. The township is looking at replacing and upgrading computer equipment and adding a server for the office, maintenance department and fire department in the amount of \$14,501.00. Windows will be not be supporting Windows 7 as of next January. Labor and mileage is not known at this time until the tech comes out but the average time is 1-2 hours per computer. Their hourly rate is \$142. Mr. Barney explained the benefits of a server. Their company's municipal clients include City of Nowthen, City of Zimmerman and Livonia Township. The server would be prepared ahead of time and the time of downtime is unknown when upgrading. Lawrence/Handshoe unanimous to table until the fire chief evaluates and place on the March 4th agenda. Mr. Barney will hold costs for now.

Road Report – Supervisor Handshoe reported that there actually have been few snowplow sessions so far. Suspension braces for the one ton trucks at a cost of \$300 per truck were installed, and have been well worth the cost. The vehicle by Lake Diann has been removed. Jesse Swedzinski asked for additional time to remove the logs since the ground is frozen. Handshoe/Lawrence unanimous to approve allowing Mr. Swedzinski until May 15, 2019 to remove the logs.

APPROVAL OF CONSENT AGENDA:

Approve Town Board Meeting Minutes of January 7, 2019 – Rush/Handshoe unanimous to approve the Town Board meeting minutes of January 7, 2019.

CONDITIONAL & INTERIM USE PERMITS: None.

PLATS:

Approve/Disapprove Final Plat, Misty Hollow, Section 32 – The final plat of Misty Hollow was reviewed by both the Baldwin Planning Commission and Bogart, Pederson Inc. Lawrence/Handshoe unanimous to recommend approval of the Misty Hollow final plat contingent on the submission of a Developer's Agreement.

Approve/Disapprove Final Plat, Baldwin Estates, Section 23 – The preliminary plat for Baldwin Estates was approved in 2003, but never reached final approval. Even though the county did not approve Baldwin Estates, a road was built. It needs to be determined if the road was constructed properly before any decisions are made. Rush/Lawrence unanimous to table to this item to the March 4, 2019 regular meeting of Baldwin Township.

VARIANCES: None.

OLD BUSINESS:

Park Committee Report – The Baldwin Park Committee's next meeting is February 21, 2019. A joint meeting is also scheduled on February 21, 2019 with the Baldwin Planning Commission.

Yard Marker in Road Right-of-Way, County Road 38 – Lester Kriesel was present and informed the Town Board that the surveyor marker on County Road 38 is off. The boundary is all on the parks land and that would make a good argument to leave our trees along (in Young Park) and have the county move the road over. The marker is in the shoulder of the road. Nick Anderson, Bogart, Pederson, stated that he did not know what the answer is since the county has already opened bids. Supervisor Rush asked Mr. Anderson to start a dialogue with Mr. Witter (Sherburne County Public Works). Supervisor Lawrence stated that he would like Mr. Witter to know that we would like to keep the trees and the fence. Mr. Anderson will look into it tomorrow and keep the Town Board and Mr. Kriesel informed of what he finds out.

TCI Baldwin Volunteer Corps Update – The January Baldwin Volunteer Corps meeting was canceled. The next Baldwin Volunteer Corps meeting is February 25, 2019.

Planning Commission Report – Supervisor Lawrence indicated that all the issues that came before the Baldwin Planning Commission are being reviewed at tonight's meeting.

City of Princeton Council Report – Supervisor Handshoe reported there were no issued discussed that pertained to Baldwin Township.

Airport Advisory Board Report – Supervisor Handshoe said there are plans in the year 2020 to spend \$2.3 million to rebuild the runways.

TABLED ITEMS: None.

NEW BUSINESS:

Review/Comment on Sherburne County Proposed Zoning Ordinance

Amendments – Written comments from Supervisor Jay Swanson, Planning Commissioners Richard Marshall and Richard Harris were reviewed by the Town Board. Supervisor Lawrence stated that he would like the other Town Board members to review as well. Planning Commission Chair, Richard Marshall, was present. Mr. Marshall stated that the Planning Commission reviewed extensively. His comments: “First section: The draft ordinance should eliminate the arbitrary number of two vehicles. There may be cases of one vehicle being a problem and three or more not so. Further the draft is unclear why the necessity of requiring vehicles be parked on an impervious layer.” Mr. Marshall commented to let the guy who has the job to do let him do his job rather than put out some arbitrary number.

In regards to accessory buildings, Mr. Marshall had the following comments: “It appears in the draft of this section that with two exceptions (maximum percent of lot coverage) all square footage max sizes are the same. Thus the percent of coverage should likewise be the same. However, it occurs to me that a viable option should be a combination of buildings not to exceed either the allowable square footage or the percent of lot coverage at the owners’ choice.” In regards to setbacks: when we establish setbacks when does a setback of any amount of feet in addition to the right-of-way become a taking? Owner is not allowed to use it.

Supervisor Lawrence stated we may get comments from other Planning Commission members and asked how the board would like to send to the county. Both Supervisor Rush and Supervisor Handshoe stated that they would like to send them all at once. The item will be added to the March 4th agenda for further review/comment.

Review/Approve/Disapprove 2019 Cleanup Day Application – Lawrence/Handshoe unanimous to approve the 2019 Cleanup Day Application. Supervisor Rush is in contact with the football team, and will ask the hockey team for their help also.

Appoint Election Judges for March Township Election – Handshoe/Lawrence unanimous to approve the election judge list for the March Township election minus Terry Carlile and Kimberly Good.

Review/Approve/Disapprove Annual Meeting Agenda – Rush/Handshoe unanimous to approve the Annual Meeting agenda.

Schedule Board of Canvass (To Certify Election Results) – Lawrence/Handshoe unanimous to schedule the Board of Canvass to certify the election results immediately following the Annual Meeting on March 12, 2019.

Schedule Special Meeting Regarding Frontier Trails Septic Management – Supervisor Lawrence stated that him and Supervisor Swanson met with our attorney and there is no reason to go out for bid, just quotes. A representative from a company came in and answered questions. The Town Board decided that 2 board members meet with Septic Check. The date/time will be set and the meeting posted.

Discuss/Approve/Disapprove Investigating Copy Machine Replacement – The Deputy Clerk presented information on the purchase of a new copy machine from Metro Sales. The machine in use now is a 2008 model with more than 730,000 copies made. It was determined there is no argument that a different machine is needed, although the board decided that a few more questions needed to be answered. Lawrence/Handshoe unanimous to table to the March 4, 2019 regular meeting of Baldwin Township in order to obtain more information.

Review Monthly Building Permits – The January 2019 permit list not available at this time.

Discuss/Approve/Disapprove Household Hazardous Waste Event, May 13th; 11 to 1 p.m. – Lawrence/Handshoe unanimous to approve the Household Hazardous Waste Event for May 13, 2019 from 11:00 a.m. to 1:00 p.m.

Motion to Close Regular Meeting - Handshoe/Rush unanimous to close the regular meeting.

Open Board of Audit – Lawrence/Handshoe unanimous to open the Board of Audit.

The Baldwin Board of Supervisors each selected the following disbursements to be audited for the year ending December 31, 2018. During the Board of Audit each Supervisor examined the invoices and claims for payment and verified that the checks written to the vendors were correct.

Supervisor Jay Swanson preselected the following disbursements:

- Check #21777, dated January 22, 2018, payable to The Bank of Elk River in the amount of \$29,246.67.
- Check #21779, dated January 22, 2018, payable to Beaudry Oil in the amount of \$1,908.54.
- Check #22175, dated July 16, 2018, payable to Bogart, Pederson & Associates in the amount of \$5,954.00

Supervisor Larry Handshoe preselected the following disbursements:

- Check #22138, dated June 18, 2018, payable to Craig Hilburn in the amount of \$1,809.00.

- Check #21713, dated January 8, 2018, payable to Marv's True Value in the amount of \$236.35.
- Check #22365, dated September 10, 2018, payable to Commercial Asphalt Company in the amount of \$1,357.80.
- Check #22215, dated July 16, 2018, payable to US Bank in the amount of \$1,119.26.

Supervisor Bryan Lawrence preselected the following disbursements:

- Check #22072, dated June 21, 2018, payable to Couri & Ruppe, PLLP in the amount of \$380.00.
- Check #22423, dated October 1, 2018, payable to Bogart, Pederson & Associates in the amount of \$5,700.00.
- Check #21927, dated March 19, 2018, payable to Septic Check in the amount of \$2,283.34.
- Check #'s 22576 and 22614, dated December 2, 2018 and December 16, 2018 respectively, payable to Zachary D. Good in the amounts of \$1,415.88 and \$1,063.60.

The Town Board had no questions or concerns on the disbursements reviewed.

Motion to Close Board of Audit – Lawrence/Handshoe unanimous to close the Board of Audit at 8:41 p.m.

Motion to Open Regular Meeting – Handshoe/Lawrence unanimous to open the Baldwin Township Regular Meeting at 8:41 p.m.

Second Driveway Request – Handshoe/Lawrence unanimous to approve an application made by Philip Grenier of 306th Avenue, Hidden Hollow, for a 2nd driveway request.

Announcements:

- Office Closed for President's Day, Monday, February 18th
- Next Town Board Regular Meeting, Monday, March 4, 2019

Any Other Business:

Supervisor Rush stated that he would like to offer nitrate testing at our clean-up day. Handshoe/Lawrence unanimous to include for clean-up day.

Supervisor Lawrence informed the Town Board that there may be a potential solar farm on Prairie Restorations. A representative came to the Planning Commission meeting asking how we liked the idea.

Supervisor Lawrence stated that there is a big problem with people dumping medicines. He would like to have someone come in and give a presentation on the issue.

Motion to Approve Bills for Payment – Handshoe/Lawrence unanimous to approve for payment check numbers 22695 through 22761 and 2 EFT payments totaling \$54,611.98.

Adjourn – Lawrence/Rush unanimous to adjourn at 9:13 p.m.

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

Tom Rush, Chairman
Approved By: (s/) Tom Rush
Vice-Chairman, Board of Supervisors
Baldwin Township

3-4-2019
Date

Attendees: Scott Case, Greg Wersal, Zac Good, Chris Fritch, Brad Fritch, Lester Kriesel, Seth Monroe, Cheryl Dobson, Nick Anderson, Richard Marshall