

Baldwin Township Workshop

January 14, 2014

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

Call to Order – The January 14, 2014 Baldwin Township workshop was called to order by Chairman Jay Swanson at 7:02 pm.

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

Addition to Agenda – Discuss Fuel Tank & Pump.

Discuss Commercial Drainage Procedure – The Sherburne County Zoning Department requires a grading and drainage plan on all commercial and industrial building permits. The County is requiring the grading and drainage plan be reviewed and certified by a licensed engineer. There was discussion on agreeing on some kind of procedure that would be appropriate for incorporating the township engineer's fee schedule into this plan, and adopt this procedure at the next township meeting. Further discussed is to have an escrow amount of \$1500 in order to cover these costs. It was agreed that Swanson and the township clerk will work together to create an appropriate form to be viewed and discussed at the next township meeting. Referenced in the fee schedule will be the engineer fees and the township clerk fee.

Discuss 2nd Driveway Permit Procedure – There continues to be confusion regarding the procedure for installing a second driveway. There was discussion regarding the permitting and standards of driveways that already exist, and the procedures in place for when the township engineer is called out for the inspections to make sure they conform to the standards. To be put on the agenda for discussion at the next township meeting.

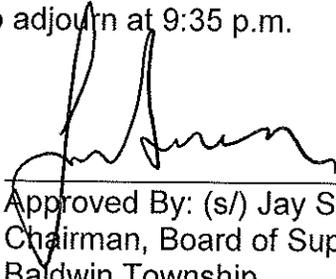
Discuss Plow Trucks Repair/Costs – Carlile created a spreadsheet showing the cost of repairs on the plow trucks to date. Even though repair and replacement of parts is on-going, he said he can't see investing in new trucks when they are used for only 3 -4 months out of the year. It was discussed to bring before the annual meeting the topic of repairing the vehicles versus new vehicles versus contracting the equipment. Either way it was stressed that the township needs to start investing into a capital assets fund.

Discuss Fuel Tank & Pump – Maintenance maintains a Fuel Log and submits a monthly Special Fuel Products Reconciliation. Carlile reported that the pump gauge is not working properly giving an inaccurate meter reading which in turn affects the amount of the Special Fuel Tax payment. The supervisors were unanimously in favor of supporting the purchase of a new gauge in order to correct the malfunction. Swanson agreed to further check into it.

Adjournment – Handshoe/Good unanimous to adjourn at 9:35 p.m.



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



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

2-10-2014

Date

Attendees: Audrey Misiura