

BALDWIN TOWNSHIP REGULAR MEETING

January 22, 2018

Present – Supervisors Brad Schumacher, Jay Swanson, Bryan Lawrence, and Tom Rush. Supervisor Larry Handshoe absent.

Call to Order – The Baldwin Township regular meeting of January 22, 2018 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 "Discuss/Approve/Disapprove Board Representation at Fire Department Business Meetings" under Fire Department Report
- Add "Discuss/Approve/Disapprove Special Meeting with Relief Association" under Fire Department Report
- Add "Discuss/Approve/Disapprove Septic Check Final Payment in the Amount of \$35,468.98" to New Business
- Move "Frontier Trails Update" to right after the Fire Department Report and before the Road Report
- Add "PERA Issue" under Road Report
- Add "CenterPoint Energy Letter" to Old Business

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

Treasurer's Report:

January 2018 Preliminary Treasurer's Report – The clerk reported receipts of \$3,269.41 and disbursements of \$574,479.07, check numbers 21692 through 21804 and 6 EFT payments leaving an unaudited balance of \$1,617,105.91.

Fire Department Report:

Discuss/Approve/Disapprove Retirement Increase – Jim Oliver was present. He stated that their benefit level is the dollar amount they set and multiplied by the number of years on the department and paid after 20 years. At their last meeting the Fire Relief Board and the fire department voted to increase it to \$2,600. Every year we have an audit and there is formula followed. It was at \$2,300 and we raised it to \$2,600. We do not want a mandatory contribution from the township. If we would lose 15% we would still be covered over a 100%. He is asking the Town Board to certify it. We can raise retirement levels without township approval. This would be a formality. The township certified a \$2,000 benefit level in September 2013. The \$2,300 level did not come in front of the Town Board. We are trying to get our level up to neighboring departments. Zimmerman is at \$4,100/year and Princeton is at \$3,200/year.

The township attorney was contacted by Supervisor Schumacher. Michael Couri from Couri & Ruppe, P.L.L.P responded by email on January 22, 2018 as follows:

I understand from Brad that the Fire Department's Fire Relief Association has recently raised the pension benefit level to \$2,600, but that the Township's last approval increase was for \$2,000. Under Minnesota law, the Fire Relief Association can increase the pension benefit without the Township's approval (and can pay that increased amount to fire department personnel who retire), but that the pension benefit will not be permanent and will fall back to the last level approved by the Township (in this case, the \$2,000) level, if there is not enough funds to support the increased level set by the Relief Association.

I believe the point at which the last level approval by the Township would kick in would be when the annual funding worksheet the state requires is completed and shows that the Township falls below the state mandated funding level (I believe it is 80%, but I have not been able to confirm this as of yet). The Township will not be required to kick in extra money to support the increased level of benefit approved by the Fire Relief Association but not approved by the Town Board. However, depending on how many firefighters retire and how many years of service they had built up, it may be possible that payments made under the Fire Relief Association's increased amount may actually take the Township below the state-required fund balance even at the Township's \$2,000 benefit level (which would require the Township to contribute to the retirement fund to bring it back up to proper funding levels for the Township's \$2,000 benefit level), but I think this would be somewhat unusual and would only occur if a number of firefighters, particularly those with many years of service, retired in a very short period of time.

Michael C. Couri

Oliver stated that is why the workshop is needed with the accountant here. We are striving for a \$0 municipal contribution. Discussion on PERA and Well Fargo. Swanson/Rush unanimous to set a date of February 13, 2018, 7:00 p.m. to meet with the fire relief, Wells Fargo and the township attorney.

Lawrence/Swanson unanimous to table the retirement increase to the February 20, 2018 regular meeting of Baldwin Township.

Discuss/Approve/Disapprove Procedure to Take Grass 2 Out of Service Including Snowplow – Chief Case reported that the new Grass 3 is now in service. The old 1990 Grass 2 rig is basically in parts now. Lawrence/Swanson unanimous to approve selling the Grass 2 rig through Wayne Pike's auction with the monies generated to go into the Capital Fund. Schumacher will contact Pike.

Discuss Room for Turnout Gear & Extractors & Training Room – Because of a poor layout of the fire station when it was built and the piping being installed on the outside wall, the station continues to have freezing problems with the pipes. It will be inevitable that at some time the pipes will break. Case said he has thought about the possibility of a bump out for the pipes as well as additional room for turnout gear, extractors and training, but at this time the fire station has no room to accommodate this. He said he is

just trying to bring it to the Town Board's attention that OSHA may require that all fire departments in the state have extractors. If a grant could be obtained, Case wondered if a meeting could be arranged to discuss layout for the fire station for the next 10 to 20 years. Rush mentioned that there are storage issues with the township equipment also. Good said he has looked at options for storage near the volleyball court. Rush/Swanson unanimous to approve having a special meeting on Wednesday, March 21, 2018 with the fire chief, town board supervisors and the maintenance staff to discuss building requirements and plans to have in place for the future.

Case stressed how appreciative the department is of the town board for their approval of Grass 3. He also mentioned that May is the target date for a tanker.

Discuss/Approve/Disapprove Board Representation at Fire Department Business Meetings – Rush stated that there has been no board representation at business meetings since the transition over a year ago along with no fire relief or business meeting minutes forwarded to the township. It would be important for the town board to have notification of what is discussed at those meetings in order to be more prepared towards making final decisions. There are two (2) Town Board liaisons to the fire department; if one representative cannot make a fire department meeting, the other should be notified.

Swanson stated that he has not been at those meetings and is quite unsure what the trouble is. It is that we are not getting the minutes or a report? Or is the problem is that he did not go to the meetings? His thought as the liaison is that if they need me they will ask. Chief Case has called him on numerous occasions. Rush stated that he would like a report to the board if upcoming concerns are in the pipeline. Lawrence stated that he believes there are 3 concerns: 1. Minutes; 2. Board representation; and 3. Relief.

Chief Case stressed that he has always tried to keep the Town Board informed as to what is coming up for discussion at the fire department, and has strived to keep all communication open between the fire department and the town board. Lawrence/Rush unanimous to approve having at least one, if not both, Town Board fire department liaisons do their best to attend the scheduled Fire Department Business and Safety Meetings. Discussion ensued. Motion carried.

Frontier Trials Update – Bridget Chard presented the Town Board with an estimated budget that covered operation and maintenance with no capital improvement numbers. There are items that are not included which will be added in, i.e., modem and Micro C costs. Discussion on capital replacement. An email received from Bridget Chard dated January 22, 2018 outlining scenarios for Frontier Trails says:

Thought I would send this out for tonight for consideration. It is in my shorthand and I will go through it with them.

Scenarios for Capital Replacement

No 1 – Do nothing about it

- *Pros – No costs added to budget*

- *Cons – Comes due when it is done / funds not there. Will have to do a C of I then (added costs)*

No 2 – Figure out the whole replacement scenario

- *Pros – Would know when due that most of the money is there*
- *Cons – Costs and inflation*

No 3 – Sequence in based on years of expected life

- *Work on 10 – 15 years out / more manageable*
- *Then work on rest over time*

**Need to consider homeowner costs for replacement / policy.*

Since this part of the system is not yet completed and is the same age as the common portion and will begin to wear out sooner.

A decision has not been made on the step filters. There are still over \$16,000 of repairs that Septic Check will be doing. There is no key for the garage so we don't know what is in there. The site is not complete as far as fencing around it. There is no inventory as we don't know what to stock. We don't know if there are any spare parts. We don't know when the site visit is. Swanson stated that he had sent Septic Check and email asking for 4 items. Septic Check has not replied. The existing contract is still being worked on. Chard will add the missing items into the budget and send it back out to the Town Board.

Road Report:

Discuss/Approve/Disapprove Obtaining Bids for Crack Sealing – Nick Anderson, Bogart Pederson presented figures that 43.26 miles of crack sealing would cost approximately \$194,667. After checking with the county, Anderson said, crack sealing was not one of the offered options. After discussion, Swanson/Rush unanimous to approve obtaining bids for crack sealing.

Discuss/Approve/Disapprove Obtaining Bids for Chip Sealing - The cost for 8.9 miles of road the cost of chip sealing would be approximately \$160,207. There was discussion about adding 104th Street located in River Ridge Estates. Nick Anderson said the additional cost would be roughly \$14,000. Rush/Swanson unanimous to approve with an accepted friendly amendment from Supervisor Lawrence to include 104th Street to obtain bids for chip sealing.

Discuss/Approve/Disapprove 136th Street Wear Course Estimate – With no contingency, Nick Anderson said that the 136th Street wear course estimate should be less than \$199,000. Anderson will make double sure that the township has the ability to detach and to also refuse all bids under the contract. Swanson/Schumacher unanimous to approve the 136th Street wear course estimate.

Review Estimates on Road Striping – Nick Anderson stated that he had sent out a request for quotes and did not get any back until 3:40 this afternoon. The quote was received from Traffic Marking Service, Inc. with a quote of \$49,773.02. It entails restriping all crack seal and chip seal routes (49.5 miles at approximately \$1,000 a mile.) These would be double barrier striped down the centerline. There is 3 miles in

Livonia Township on this quote and 136th Street is not on there. Lawrence questioned if there was any point in doing any more than high traffic roads. Anderson stated that it is a lot cheaper to put roads together at one time and suggested that the Town Board figure out annually what they want striped. If the county wants to partner with us to stripe that would be the best deal of all. Schumacher stated that him and Swanson will come up with a plan from the list and highlight a map and send it back to Anderson.

Schedule Special Meeting to Discuss Joint Cold Storage Requirements – A special meeting to discuss joint cold storage requirements is scheduled for March 21, 2018.

Young Park – Nick Anderson discussed connecting the trails in Young Park. Rush stated he will take this up with the Park Committee and get something going.

PERA Issue – Swanson stated that a seasonal plow truck driver may be eligible for PERA. #1: if PERA is going to kick in Swanson does not know what that does for his regular job; and #2: if we have both Terry and Zac here is there still things we need this seasonal plow driver for? Good answered absolutely. Schumacher stated that it is a unique situation this year. The Town Board has to kick in 7.5% and the employee would kick in 6.5%. Good stated that it is nice to have this employee on call even if it is only for a couple of hours a day and it is almost impossible to get things done with only 1 employee. Swanson stated that he would like the board to tell Good that he can call in this employee and make it official. Discussion on a “claw back” coming to this employee from PERA. This employee’s status right now is on an “as needed basis” and fills in when the Maintenance 2 employee is not present. Schumacher stated that whenever the Maintenance 2 employee is not present any plow driver Good needs can fill in. Swanson/Lawrence unanimous to allow Good to use any plow driver as he sees needed to fill in when the Maintenance 2 personnel is not available.

Approval of Consent Agenda – Rush/Swanson unanimous to approve the Town Board Meeting Minutes of January 8, 2018.

CONDITIONAL & INTERIM USE PERMITS: None.

PLATS: None.

VARIANCES: None.

OLD BUSINESS:

County Planning & Zoning Report – Lawrence reported that there was no Sherburne County Planning and Zoning meeting in January.

Park Committee Report – Supervisor Rush said there will be a February Park Committee meeting. The committee was asked to review the shape of the trails at Young Park. There was discussion on the number of hours spent by maintenance personnel mowing and fertilizing the park.

At Young Park there are joist hangers that are in need of repair on the boardwalk. Quotes will be looked into to include stain or varnish. The driveway approach for Goose Lake was also discussed.

Approve/Disapprove Date for Young Park Toilets to be Delivered – Swanson/Rush unanimous to approve toilets for Young Park from April 1 to October 31 for a cost of approximately \$122 a month.

Baldwin Volunteer Corps Update – The next meeting is January 29, 2018.

Approve/Disapprove Vendor for Clean Up Day – Lawrence/Swanson unanimous to approve contacting Jim's Mille Lacs disposal to see if they are available for the Baldwin Township Clean Up Day. Good reported that they have been contacted and are available.

Approve/Disapprove 2018 Township Clean-Up Day Funding Application - Swanson/Rush unanimous to approve the 2018 Township Clean Up Day funding application.

Discuss/Approve/Disapprove CenterPoint Energy Letter – Swanson/Rush unanimous to approve the letter drafted by Supervisor Lawrence to CenterPoint Energy opposing rate increases. The letter will be put on Baldwin Township letterhead and signed by Supervisor Schumacher.

TABLED ITEMS:

Discuss/Approve/Disapprove Grant Opportunities at Young Park – Rush/Swanson unanimous to table grant opportunities at Young Park until April 2018.

NEW BUSINESS:

Schedule Board of Audit – Swanson/Lawrence unanimous to schedule the Board of Audit for February 5, 2018, 6:30 p.m.

Discuss/Approve/Disapprove Closing Both Developer's Account & Cemetery Account at Bremer Bank and Transferring Funds to Savings Account – Rush/Swanson unanimous to approve closing both the Developer's Account and the Cemetery Account at Bremer Bank and transfer the funds to the Baldwin Township Savings Account.

Approve/Disapprove Transferring \$1,050 for EMS Sign Fees from North Country Acres Escrow to Road and Bridge Fund – Swanson/Schumacher unanimous to approve transferring \$1,050 for EMS signs from North Country Acres escrow to the Road and Bridge Fund.

Approve/Disapprove Holding Household Hazardous Waste Event, Monday, May 14th, 11:00 a.m.-1:00 p.m. – Swanson/Rush unanimous to approve holding the Household Hazardous Waste Event for Monday, May 14, 2018 from 11:00 a.m. to 1:00 p.m.

Discuss/Approve/Disapprove Final Payment for Septic Check in the Amount of \$35,468.98 – Lawrence/Swanson unanimous to table the final payment of \$35,468.98 to Septic Check to the February 5, 2018 regular meeting of Baldwin Township.

Announcements:

- Government/Commercial Day, Wednesday, 8:00 a.m., January 24th, MN Equipment, Rogers

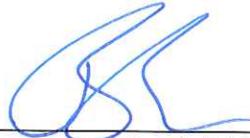
Any Other Business: None.

Motion to Approve Bills for Payment – Lawrence/Swanson unanimous to approve for payment check numbers 21738 through 21800 and 21802 through 21804 totaling \$111,316.34. Check number 21801 to Septic Check for the final payment of \$35,468.98 was tabled until the February 5, 2018 regular meeting of Baldwin Township.

Adjournment – Rush/Swanson unanimous to adjourn at 9:10 p.m.



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



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

2-5-18

Date

Attendees: Bridget Chard, Zac Good, Jim Oliver, Kristen Alickson, Mike Rademacher, Scott Case, Nick Anderson