

BALDWIN TOWNSHIP REGULAR MEETING

January 8, 2018

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

Call to Order – The Baldwin Township regular meeting of January 8, 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 Proposed Lieutenant Position” to under Fire Department Report
- Add “Discuss/Approve/Disapprove Tuition Reimbursement for EMT Training” to under Fire Department Report
- Add ‘Approve/Disapprove Firefighter Resignation” to under Fire Department Report
- Add “Approve/Disapprove Newsletter” to New Business
- Add “Discuss/Approve/Disapprove Striping” to under Road Report
- Add “Approve/Disapprove Attending Government Commercial Day” to New Business

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

Treasurer’s Report:

December 2017 Final Treasurer’s Report – Receipts of \$466,308.97 and disbursements of \$47,124.31, check numbers 21621 through 21691 and 7 EFT payments leaving an unaudited balance of \$2,226,743.06.

January 2018 Preliminary Treasurer’s Report – The clerk reported receipts of \$150.20 and disbursements of \$496,412.46, check numbers 21692 through 21737 and 4 EFT payments leaving an unaudited balance of \$1,725,428.79.

Sheriff’s Report - Officer Wilson reported there were 237 calls for service in the month of December 2017. He said that there have not been a lot of snowmobile complaints. Someone is using private property on the south side of County Road 9 to fish on a pond.

Fire Department Report - Chief Scott Case reported there were 260 calls for the year 2017. This is an 18% increase over the previous year. The calls consisted of 161 medicals, 17 mutual aid, 11 fire alarms, 4 vehicle fires, 8 structure fires, 14 calls regarding hazardous conditions, 27 motor vehicle collisions, 16 grass fires and 2 requests for service.

Discuss/Approve/Disapprove Proposed Lieutenant Position – It was discussed to add four (4) unpaid honorary lieutenant positions to the fire department to assist the captains with routine day to day activities as well as scene control. The proposed lieutenant position guidelines would be to serve directly below a captain in the chain of command, be appointed by the fire chief, be an 'at will' appointment from January 1 to December 31 of each year, and must be reappointed each year. The qualifications would have to be that the person would need three (3) years seniority, be a firefighter 1 and 2, have Hazmat awareness training as well as eight (8) hours of authorized courses annually.

Since the process of electing lieutenants has not been addressed in the handbook, the thought is to do a one (1) year trial period to see how it would work. Lawrence stated he sees it as leadership training, and trying to create an atmosphere by giving the firefighters additional training and experience. Chief Case stated that it would be a mentoring program although the firefighters would still have to have the basic qualifications. Rush said the fire department handbook has always been based on elections. Case responded that the position at this time would be on an appointed volunteer unpaid basis. Swanson indicated that he thinks it's a fantastic idea. The board will check with the township attorney to determine if there are any downsides. Swanson/Lawrence unanimous to approve a one year trial of this subject and asking Mike Couri if the lieutenant would have any ramifications to him or the town without added training that a captain has. Lawrence included if all firefighter's show up on a scene and no captain's show up what would, if any, be the liability.

Discuss/Approve/Disapprove Tuition Reimbursement for EMT Training – Chief Case stated that there has been an increase in medicals and would like direction if the Town Board would want the fire department to become a better medical response department. We are pushing 200 medical type calls a year. He would like to send 4 firefighters a year, at \$1,500 per firefighter, to become EMT's. That dollar amount is strictly tuition and they will not get paid hourly by the department. Chief Case does have 2 firefighters that have expressed interest. Discussion on payment for the course. Swanson/Handshoe motioned to send up to 4 firefighter's a year up to \$6,000 with a 50/50 split. Lawrence stated that it is reasonable that we pay half and they pay half as it is also training them for an employment opportunity. They can go other places. Chief Case stated that one of the requirements is that the firefighter stays with the department for 5 years, as an example.

Recess Regular Meeting – Swanson/Handshoe unanimous to recess the regular meeting at 7:30 p.m.

Open Public Hearing – Lawrence/Handshoe unanimous to open the public hearing at 7:30 p.m.

Public Hearing, Consideration of Vacating a Drainage and Utility Easement Located Along the Common Line of Lots 2 and 3, Block 1, Jones Addition -

Schumacher read the notice stating that the Town Board of Baldwin Township will meet at 7:30 p.m. on Monday, January 8, 2018 to consider vacating a drainage and utility easement located along the common line of Lots 2 and 3, Block 1, Jones Addition.

The comments received in an email from Nick Anderson of Bogart, Pederson and Associates, Inc. state:

"I offer the following comments on the order and petition:

1. On the order number 2, the tracts of land through which the easement passes and their owners should include Lot 2, Block 1 since they need to vacate 6' on each lot. The order only points to Lot 3, Block 1.
2. In the petition, Exhibit B should be labeled Exhibit B. Also, Exhibit B should highlight the exact easement area to be vacated. It shows the building over the line so we know where but it should be clear on the exhibit exactly what is being requested to be vacated.

Last, this might be a question for your attorney. I am not sure you should vacate this before you know where the new lot line will be and that it will accommodate proper building setback requirements. You should be assured that it will include new drainage and utility easements along the new lot line."

On December 11, 2017 Township employee Zac Good called Gopher State who gave the all clear. Mike Trunk will come back with a preliminary plat. Reviewing comments from the township engineer, Lawrence asked if the township is requiring Mr. Trunk to modify the drawing. It was stressed that the township needs to make sure the setback is completed; more for the lot than the vacation. There were no public comments.

Close Public Hearing – Lawrence/Rush unanimous to close the public hearing at 7:35 p.m.

Reopen Regular Meeting – Swanson/Handshoe unanimous to reopen the regular meeting at 7:36 p.m.

Discuss/Approve/Disapprove Tuition Reimbursement for EMT Training (Continued) – Swanson stated that the motion has been altered to be half the cost of the tuition. Lawrence made a friendly amendment to stay with the department for a minimum of 5 years. Case stated that it should be 5 years after completion. Both Swanson and Handshoe accept the friendly amendment. Lawrence stated that we will pay half up front and reimburse the firefighter when completed. Upon voice vote, the motion carried.

Approve/Disapprove Firefighter Resignation – Lawrence/Handshoe unanimous to approve the resignation of Firefighter Jim Buell with regrets. A thank you letter will be sent.

The Baldwin Fire Department's business meeting will be held on January 9, 2018 at 7:00 p.m.

Road Report – The Road Report for January 8 meeting of 2017 presented by Zac Good:

Roads

- Possible snow storm this week....

Maintenance Shop

- Ordered L.E.D. conversion lights. Waiting for delivery.
- Storage shed needed for both the Fire Department and Maintenance. Would like permission to go out for quotes for 60' x 80'. Placement near volleyball area.

Trucks

- Upon inspection of truck #3, I found the radiator has rotted the bottom 3 cores and the center has corrosion and is weeping coolant. Radiator will need to be replaced soon.
- Need to outfit #5 with strobe lights and back up camera on new sander.
- Finally ready to mount Grass 3 tires onto #6 maintenance department 1 ton.
- Front end loader had a steering ram hydro leak. Fixed at Anderson Equipment.

Park

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Fire Department

- Pipes still freezing. Contacted plumbers for permanent solutions. The two that have seen the situation said the right way would be to remove and replace. Could also extend the wall out (bump out) trying to add extra barrier between pipes. Talking with fire chief it may be more cost effective to have an addition added from utility room to back of break room approximately 38' x 30'. They need a larger training room.

Approve/Disapprove Sherburne County Pay Request #4, 136th Street Project, in the Amount of \$254,014.94 – Swanson/Handshoe unanimous to approve the Sherburne County Pay Request #4 for the 136th Street Project in the amount of \$254,014.94.

Approve/Disapprove Sherburne County Pay Request #5, 136th Street Project, in the Amount of \$193,979.47 – Swanson/Handshoe unanimous to approve the Sherburne County Pay Request #5 for the 136th Street Project in the amount of \$193,979.47.

Discuss/Approve/Disapprove Striping – Nick Anderson is looking into drafting a striping contract. It was agreed that the township would like both fog lines and center lines. Lawrence/Handshoe unanimous to request that the township engineer bring estimates on striping to the next meeting on January 22, 2018. The consensus is to not do the striping immediately after the cracksealing, but to wait.

There was discussion regarding a storage shed. It was agreed to go out for quotes on a cold storage shed with a dirt floor. Questions arose on how close the shed could be built by the cell tower, and that it would be best to check with the township attorney. There were also thoughts about adding another bay to the building. Swanson said that

he would like to see some planning since the township also needs a fireproof storage to safeguard documents.

Rush requested data on how much has been spent on truck #3. There was discussion on how much has been spent on trucks in 2014.

Approval of Consent Agenda – Swanson/Rush unanimous to approve the Town Board Meeting Minutes of December 11, 2017 Employee Meeting; the December 11, 2017 Budget Meeting and the December 18, 2017 Regular Meeting.

CONDITIONAL & INTERIM USE PERMITS:

Christ Our Light Catholic Church New Church, Section 22 – Representing Christ Our Light Catholic Church were Patty Lundgren and Father Kevin Anderson. They presented drawings and documents from Sherburne County Planning and Zoning Administration. The township board had questions regarding the bio swale located on the property, but no one seems to know it's purpose or if it is even necessary. The Baldwin Planning Commission recommended approval at their December 2017 meeting. The purchase of the property is dependent on the approval of the CUP. Lawrence/Swanson unanimous to approve the Conditional Use Permit for a Church submitted by Christ Our Light Catholic Church.

PLATS:

Review/Approve/Disapprove Residential Simple Plat, Troseth Estates, Section 11 Kevin/Lori Troseth – The application requests a preliminary and final residential simple plat for Troseth Estates consisting of 2 lots with 1 existing residence. The Troseth's are asking to rearrange the parcels so that they can sell the house, and then build on the other parcel. The Baldwin Planning Commission did not have any real questions, and recommended approval. The only issue, which is a county matter, is that there may have to be a shared driveway. Rush/Handshoe unanimous to approve the residential simple plat request.

Review/Approve/Disapprove Residential Simple Plat, Rum River Bluffs, Section 2 Ideality Development Co. – Joe Glenn was present. Rum River Bluffs has gone through seven 2-year extensions. The owners decided not to pursue. Originally the plat was slated for 13 lots, but now has been narrowed down to 3 bigger lots. Handshoe/Rush unanimous to approve Ideality Development Co.'s request for a residential simple plat in Rum River Bluffs, Section 2.

VARIANCES: None.

OLD BUSINESS:

Park Committee Report – The next meeting is February 15, 2018.

TCI Baldwin Volunteer Corps Update – The next meeting is January 22, 2018.

Planning Commission Report – See items above. Lawrence said there was an individual inquiring about industrial areas in Baldwin Township at the last Planning Commission meeting.

Approve/Disapprove Resolution #18-02; Resolution Vacating A Drainage and Utility Easement – Lawrence/Handshoe unanimous to recommend approve of Resolution #18-02; a Resolution Vacating a Drainage and Utility Easement.

TABLED ITEMS:

Approve/Disapprove Signing Off on MPCA Permit, Frontier Trails – Schumacher/Lawrence unanimous to table the signing of the MPCA permit for Frontier Trails until the February 5, 2018 regular meeting of Baldwin Township.

Discuss/Approve/Disapprove Internet Service at Frontier Trails Control Panels - Swanson/Lawrence unanimous to table action on the internet service at the Frontier Trails control panels until the February 5, 2018 regular meeting of Baldwin Township.

Approve/Disapprove Proposed Termination Language for Septic Check Contract - Schumacher/Swanson unanimous to table action on the proposed termination language for the Septic Check contract until the February 5, 2018 regular meeting of Baldwin Township.

Discuss/Approve/Disapprove CenterPoint Energy Rate Increase – Lawrence/Swanson unanimous to table until February 5, 2018 action on the CenterPoint Energy rate increase.

NEW BUSINESS:

Schedule Clean-Up Day – Swanson/Rush unanimous to schedule Saturday, May 19, 2018 for Clean-Up Day from 8:00 a.m. to 12:00 noon.

Schedule 2018 Budget Workshop – Swanson/Lawrence unanimous to schedule February 12, 2018 for the 2018 Budget Workshop meeting.

Approve/Disapprove Resolution #18-01; Resolution Establishing an Absentee Ballot Board – Lawrence/Handshoe unanimous to approve Resolution #18-01; a Resolution Establishing an Absentee Ballot Board.

Review Monthly Building Permits –The Town Board reviewed the November 2017 building permits.

Approve/Disapprove Newsletter – Schumacher/Handshoe motioned to approve, with changes, to the January 2018 Baldwin Township newsletter with final approval from

Supervisor Lawrence. With a voice vote taken Supervisors Swanson, Schumacher, Rush and Handshoe say yea; Supervisor Lawrence say nay. Motion carried.

Approve/Disapprove Attending Government Commercial Day – Lawrence/Swanson unanimous to approve the having Zac Good and Terry Carlile to attend the Government Commercial Day. Snowplow operators may attend without reimbursement. The clerk is to post the event.

Announcements:

- Office Closed Thursday, January 11th, Clerk/Deputy Clerk Training, St. Michael
- Office Closed Monday, January 15th, Martin Luther King Day
- Town Board Filing Closes Tuesday, January 16th, 5:00 p.m.
- SCAT Meeting, Wednesday, January 17th, 6:30 p.m., Sherburne History Center
- Town Board Regular Meeting, Monday, January 22 (4th Monday of the Month)
- 2018 Mileage Rate: \$.54.5/mile

Any Other Business: None.

Motion to Approve Bills for Payment – Swanson/Handshoe unanimous to approve for payment check numbers 21692 through 21737 and 4 EFT payments totaling \$503,027.58.

Adjournment – Swanson/Rush unanimous to adjourn at 8:33 p.m.



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



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

6-22-18

Date

Attendees: Scott Case, Lester Kriesel, Zac Good, Joe Glenn, Patty Lundgren, Father Kevin Anderson, Lori Troseth, Mike Trunk, Anna Thompson