

BALDWIN TOWNSHIP REGULAR MEETING

July 11, 2016

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

Call to Order – The July 11, 2016 regular meeting of Baldwin Township was called to order by Chairman Brad Schumacher at 7:00 p.m.

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

Additions/Corrections to Agenda

- Move "Frontier Trails Update" to letter D of Road Report
- Add "Approve/Disapprove Jakes Tree Service Quote" to letter E of Road Report
- Add "Approve/Disapprove Overtime" under New Business letter C
- Add "Approve/Disapprove Purchasing 5 Stadium Posts" under Park Committee
- Add "Shortening Ballfield" under Road Report Letter F

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

Treasurer's Report:

June 2016 Final Treasurer's Report – Receipts of \$358,046.83 and disbursements of \$40,329.41, check numbers 20231 through 20284 and 6 EFT payments leaving an unaudited balance of \$916,912.62.

July 2016 Preliminary Treasurer's Report – The clerk reported receipts of \$6,257.08 and disbursements of \$71,390.92, check numbers 20285 through 20366 and 1 EFT payment leaving an unaudited balance of \$828,076.75.

Sheriff's Report – Officer Wilson reported 189 calls for service in the month of June. Rush stated that he gives them a lot of credit for everything that is going on in the nation. Swanson thanked him for his service. Schumacher reported that a party will be held in the Battle Brook development that will be benefiting the Relief Association.

Fire Department Report:

Update on Water Tender – Assistant Chief Joe Kiel reported that it is still being worked on. A box will be built for the center and the lights are mostly in. They have been in touch with Supervisor Swanson regarding stainless put on the sides and top. Schumacher stated that the old tender will be sold on Craigslist. Terry Carlile stated that there is a standing offer of \$8,000. Schumacher stated that the board has a different number. Swanson stated that a town board member cannot buy it.

Status of Equipment Committee – Kiel reported that it was brought up at their last meeting. A tomorrow night's meeting it will be set up.

Approve/Disapprove Accepting Reduced OSHA Fine of \$700.00 – Schumacher reported that the conference call with OSHA went well. There are two things: accept the fine at \$700 or go through mediation. Swanson/Rush unanimous to move to the next level with OSHA and not accept the \$700 fine.

Schedule Quarterly Meetings with Chief/Assistant Chief (From 6/7/16 Employee Meeting) – Kiel will determine dates for himself and the Chief and come back to the board. Swanson/Rush unanimous to table until July 18, 2016.

Kiel reported 19 calls last month. Chad Miller and Jeremy Smuda both graduated academy. That was free for us. Swanson asked Kiel to say congratulations to them from the Town Board.

Road Report:

As submitted by Terry Carlile, the Road Report for June 216:

- Roadside mowing done till Sept.
- Blacktop patching is done until Sept.
- Large dead double oak tree on 100th St. south Sandy in R.O.W. needs to be taken down. Very dangerous, center of base is hollow and rotting, tree leaning to west over houses. See attached quote.
- All gravel roads in township have been treated with dust control material with 10,998 gals of material at \$1.55 per gallon or \$17,046.90.
- Cleaned up various downed trees and branches, tree trimming roadside. Cleaning out both rainponds, weed whipping, etc.

Carlile reported damage at the park again. The slide was cracked with a hole so they swapped over the extra slide to take its place.

A motion was made by Rush; seconded by Handshoe to approve taking down the double oak tree with the quote from Jake's Top Notch Tree Service in the amount of \$1,200. Swanson stated that the bid was for \$1,700 for both. Handshoe accepted it as a friendly amendment. Upon voice vote, the motion carries.

Carlile questioned whether or not that we pay Envirotech the full \$21,000 or the \$17,046.90. 299th Avenue was missed on the request for quote. Swanson asked Bogart to take a look at the tickets and get back to the town board. Swanson stated that when the Town Board did this it was desired to have all gravel roads to have calcium chloride. Next time they should bring in smaller trucks. Bogart stated that the request for quote was by lump sum. Carlile stated that he rode with both drivers and it appeared to be put down heavy.

Discuss Right-Of-Way Issue with Neighboring Property – Douglas Geromanos was not present. Schumacher stated that he met with the property owner that has railroad ties in the right-of-way and it will be removed with no issues. They talked about the rocks the neighbor had and Schumacher does not think they were intruding on the right-of-way.

Approve/Disapprove Going Out for Chip Seal Quotes – Schumacher stated that he believed that the following roads would benefit from chip sealing: 125th Street (business district from Rum River Drive to 313th Avenue); Lake Diann Road (277th Avenue north to 283rd Avenue); 116th Street down to and including 300th Avenue and 297th Avenue off of County Road 19 north of County Road 9.

7:30 p.m., Swanson/Handshoe unanimous to recess.

7:30 p.m., Rush/Handshoe unanimous to open sealed quotes for baseball field dirt work.

One quote came in from West Branch Construction in the amount of \$17,899.87 with an in kind donation of 10% (\$1,988.88) and does not include permits or bonds. The quote was signed by Paul Johnson. Swanson/Handshoe unanimous to approve West Branch Construction.

7:37 p.m., Swanson/Handshoe unanimous to reopen regular meeting.

Crackseal (continued): Schumacher stated that the last one on his list is 285th Avenue in Elk Lake Estates. Lay it across the gravel. Bogart stated that, in his opinion, it will work for a while but not a long time. Try it once and see what happens. You are talking about 1/8 mile costing a few thousand dollars. Carlile stated that they will need to reverse the way they plow or it will end up in the rain garden. Swanson/Handshoe unanimous to have Jon Bogart go out for quotes.

Approve/Disapprove Erickson Asphalt Quote for 38 Infrared Repairs, Town Hall Parking Lot – Erickson Asphalt submitted a quote of \$5,130. Swanson/Handshoe unanimous to approve. Swanson added that on 125th Street he would like Erickson Asphalt come out and do some heats, especially in front of Marv's True Value. Redo it before the chip sealing. Paint lines and fog lines also.

Frontier Trails Update – Bogart stated he has not sent it out for bids yet. He is working through the variance from the Department of Health. New wells are fully encased and grouted all the way down. He needs to contact the contractor to tell them that. He needs to put out a contract for new residential wells with minimum specifications. The Hamilton's that live next door to the resident with the variance: we don't need a variance for them if we can install a new well but we still need permission from them. Once that is done we can put out the request for the wells. He does have a plan b if the Hamilton's don't sign this. Swanson/Handshoe unanimous to go out for quotes on two wells. Schumacher stated that it will be after the Hamilton's sign.

Goose Lake Park – Bogart talked to Bob Ruppe and he said to go to Sherburne Title Company as it will be cheaper. He will get that done this week. Then the township can submit for access.

County Road 38 – Bogart stated that the county will be rebuilding County Road 38 in two years. The township has issues with trees and graves. He will make them aware that we have some real issues. Schumacher suggested making a bike trail along the edge of the road then they can take all the trees. Bogart stated that the sticking point will be the graves. Carlile stated that there are at least 16 graves. Lester Kriesel stated that they are old graves. Bogart stated that it could take years to get approval. The county is turning back County Road 66 to Haven Township. Haven said rebuild to their standards if they do that. The county said fine. The plans include ditches. Haven did not want ditches. Under State Statute the county can force the township to take the road. It is a good playing card to have. Bogart stated that the ballfield backstop would be too close with a 50 foot setback. Rush will call West Branch Construction and Bryan Rock.

Approval of Consent Agenda – The Clerk asked that item “e”, “Approve Appointment of Election Judges for August Primary Election” be removed from the Consent Agenda as there is an additional trained judge she would like to add. Swanson/Handshoe unanimous to approve the Town Board meeting minutes of June 6, June 7 (2 sets) and June 20, 2016; Approve Certificate of Substantial Completion for the Georgetown First Addition 2016 road improvement project; Approve Amendment to the Sherburne County Comprehensive Land Use Map, Ordinance 218; Approve Amendment to the Sherburne County Zoning Map, Ordinance 219.

Approve Appointment of Election Judges for August Primary Election – Swanson/Handshoe unanimous to approve the list of trained election judges and also including Judy Thorson.

CONDITIONAL & INTERIM USE PERMITS: None.

PLATS: None.

VARIANCES: None.

OLD BUSINESS:

Park Committee Report – Rush reported that the township received a \$10,000 grant from Burlington Northern. The clerk will send a letter of thanks on behalf of the township. Swanson/Handshoe unanimous to approve acceptance of the \$10,000.

Discuss/Approve/Disapprove Shortening Trail or Smaller Ballfield at Young Park
Rush motioned to shorten the ballfield from 275 to 255. Swanson suggested leaving it for discussion to see what the engineer can do. Rush rescinded his motion.

Discuss Grants – Rush stated that the total for grants along with the fund balance is approximately \$55,000-\$60,000. Fencing is still needed from first base to third base. The board needs to decide where the money will come from for the well and he talked to Bryan Lawrence about sod. We have volunteers that will do the sod. Fencing is about \$14,000-\$18,000. The whole project is budgeted at \$60,000-\$75,000.

Approve/Disapprove Stadium Light Posts – Rush stated that there are 5 good light posts taken from a park in Eden Prairie. The cost would be \$75-\$100 each. Rush made a motion to approve up to \$500. Rush stated that Russ Mann told him that stadium lights cost between \$500-\$600 a year to light (that is with 24 lights). Swanson stated that the town would need to look at LED lights. Rush stated that Russ Mann recommended 5 posts. Handshoe seconded the motion. Schumacher suggested talking to Jon Bogart so they do not impede the County Road 38 right-of-way. Regarding the flanges on the posts Rush reported that most have been cut off. Swanson stated that Swantec or Brand need to quote to have those flanges added back. There will be an extra cost incurred to have electric out there. Handshoe stated that when Princeton added lights it was a big process. Swanson asked Rush to find an old plate that can be used for a pattern (of the flange). Upon voice vote, the motion carried.

TCI Baldwin Volunteer Corps Update – Rush reported that the June meeting was cancelled and asked Swanson if he could fill in for him on the 13th of July. Swanson replied 'yes'.

Baldwin Planning Commission Update – Handshoe reported that Jeff Dotseth was back on the agenda. He is going to make the property his residence and then have his business there. The only way to enter is through the cul-de-sac. It would be an Interim Use Permit. He will check with the neighbors first. The Planning Commission approved it. If it is an Interim Use Permit it would come back to the Town Board. The Larson variance was denied by the county. SRW Products will be coming back at the end of the month. The Planning Commission wants to know what the county does. Swanson replied that we can request from the county all Baldwin actions taken by the Commissioners and county Planning Commission.

Approve/Disapprove Scheduling Joint Meeting with County to Discuss Joint Powers Agreement Fee Schedule (Commissioner Kimberly Good's Request) - Handshoe/Rush unanimous to try to set something up with the county. The clerk will contact Nancy Riddle with possible agenda items and get dates available. Swanson would like the Planning Commission, the Town Board and the county meet together. Handshoe accepts that as a friendly amendment.

Frontier Trails Update – See above.

Discuss/Approve/Disapprove Employee Wage Increases – The clerk provided the Town Board with past years' wages and where they are at now. Handshoe/Rush unanimous to table until next Monday. Rush stated that salaries are maxed out as

listed on the salary and payment schedule. It's not a right approach to do that. We need to have a promotion style. Terry, the clerk and deputy clerk are all maxed out by what the pay schedule is set at and the schedule should keep increasing.

**7:30 p.m. Open Sealed Quotes for Baseball Field Dirt Work and Award to Lowest Responsible Bidder – See above.
See above.**

TABLED ITEMS: None.

NEW BUSINESS:

Approve/Disapprove New Cell Phones for Maintenance Department – Schumacher stated that he knows where there is another free phone available. iPhones are not heavy duty. Swanson stated that the contract is up soon. Schumacher stated that the old fire phones could be given to the department. Schumacher/Handshoe unanimous to disapprove new cell phones for the maintenance department.

Approve/Disapprove Employee Handbook Revision – The clerk informed the Town Board that the Auditor's suggested changing a portion of the handbook, page 25, "Employees may accrue vacation leave up to a maximum of one-and-a-half (1-1/2) times the employee's annual accrual rate. No vacation will be allowed to accrue in excess of this amount without the approval of the Town Board. Accrued but unused vacation leave cannot be converted into cash payments except at termination". Handshoe/Rush unanimous to table until September 12th. The clerk will contact the auditor and get his concern in writing. Swanson stated that Mr. Ruppe needs to look at it to see if needs changing from "accrual" to "carryover", not the auditor.

Approve/Disapprove Overtime – Handshoe stated that the Town Board needs to look at overtime. The board should approve it and, if it is right away, the Chairman should approve it. Rush stated that the employee liaison should approve as well. Schumacher stated that the Chairman would need to make that call. Handshoe stated that the Town Board needs more control. It is not a problem but it can be one. Swanson stated that emergency situations are different. Carlile stated that now it is a minimum of 1 hour at time and a half with an emergency call. Handshoe/Swanson unanimous to disapprove.

Announcements: None.

Any Other Business: None.

Motion to Approve Bills for Payment – Handshoe/Rush motion to approve check numbers 20285 – 20369 and 1 EFT payment totaling \$95,588.78. Upon voice vote, the motion carried with Swanson out of the room.

Adjourn – Swanson/Handshoe unanimous to adjourn at 8:58 p.m.

Cathy Stevens

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

BS

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

8-1-16

Date

Attendees: Lester W. Kriesel, Joe Kiel, Terry Carlile, Jon Bogart