

## BALDWIN TOWNSHIP REGULAR MEETING

July 6, 2020

**Present** – Supervisors Tom Rush, Bryan Lawrence, Larry Handshoe and Patrick Hudson. Supervisor Jay Swanson absent. Because of COVID-19 health concerns, social distancing was observed.

**Call to Order** – The July 6, 2020 regular meeting of Baldwin Township was called to order by Vice Chairman Tom Rush at 7:01 p.m.

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

### **Additions/Corrections to Agenda**

- Add 'Approve/Disapprove Commercial Air Compressor' under Fire Department Report
- Add 'Approve/Disapprove Rehab Trailer' under Fire Department Report
- Add 'Cemetery Update' under New Business
- Add "Discuss Coronavirus Relief Fund for Local Governments" under New Business
- Move 'Variances' after Sheriff's Report

**Approval of Regular Meeting Agenda With/Without Additions/Corrections** – Handshoe/Hudson unanimous to approve agenda as amended.

### **Treasurer's Report:**

**June 2020 Final Treasurer's Report** – Receipts of \$503,611.76 and disbursements of \$59,128.17, check numbers 23860 through 23935 and 10 EFT payments leaving an unaudited balance of \$1,977,812.80.

**July 2020 Preliminary Treasurer's Report** - The Clerk/Treasurer reported receipts of \$4,688.60 and disbursements of \$46,714.58, check numbers 23936 through 23977 and 3 EFT payments leaving an unaudited balance of \$1,937,510.65. Verification was made of the county payment received in June.

**Sheriff's Report** – Officer Wilson reported 178 calls for service in June.

### **VARIANCES:**

**Approve/Disapprove 19' Variance in Setback from the OHWL of Lake Helene for a Septic System Upgrade. Required Setback from a Natural Environment Lake is 150', Section 31** – Deborah Hyde was present along with Chris Martin. Lawrence stated that the Planning Commission moved to approve the request. They are asking for a 19-foot variance and there is space where it could be moved to. The applicant stated that they did 3 separate borings and the 19-foot variance as where it would be

best. Lawrence/Hudson unanimous to approve the variance for the septic as it would be an upgrade to the property.

**Approve/Disapprove 19' Variance in Setback from Centerline of CSAH 19 to Construct a Room Addition at Rear of Existing Garage and House. Required Setback from the Centerline is 130', Section 35** – Michael Graham was present.

Lawrence stated that the Planning Commission voted to approve this one as well. The room addition does not need a variance. The old construction of the house generated this variance. Lawrence stated that a variance should not be required because of new construction. Lawrence/Hudson unanimous to approve the variance for an addition.

**Fire Department Report:**

**Approve/Disapprove Purchase of Commercial Air Compressor** – The maintenance department found a Campbell Hausfeld compressor for \$2,790. Lawrence questioned if the local stores had been contacted as he would like to go local. The department's old compressor is not large enough and keeps burning out. Hudson stated he would like additional pricing as he is partial to Ingersoll Rand. He will obtain quotes on comparable equipment. Lawrence/Handshoe unanimous to table until July 20. The General Fund will be used to pay for the compressor.

**Approve/Disapprove Rehab Trailer** – Mary Beth Torborg stated that the trailer was received from the sheriff's office a number of years ago. It is currently used for storage. An estimate of \$3,060 was presented to the Town Board for an approximate cost for rehabbing the trailer. Hudson questioned if would be used for ice rescue. Torborg replied 'yes'. Discussion regarding how many firefighters could the trailer hold. The trailer would be hooked up to the current grass rig. Hudson/Handshoe unanimous to approve.

**Road Report** – Handshoe reported that 2 layers of chip seal have been done with one layer left to do. He has been given a date of July 15<sup>th</sup> when it will get done.

**Review/Approve/Disapprove 287<sup>th</sup> Cul-De-Sac Estimate** – Nick Anderson, township engineer, handed out information on the 125<sup>th</sup> Street, 313<sup>th</sup> Avenue and 287<sup>th</sup> Avenue cul-de-sac projects. Helmin did request to get paid about 3 weeks ago on the 287<sup>th</sup> Avenue cul-de-sac. Anderson recommends paying half of the \$22,704.50. He will prepare the paperwork and have ready before the next meeting.

**125<sup>th</sup> Street Project** – Anderson recommends paying 95% of the total cost and will prepare the paperwork for the next meeting. His only complaint is that they pulled driveways out into the shoulder which may potentially crack. There will be maintenance of the crack so the township should consider not paying for them. He recommends doubling that dollar amount up to \$3,000. Road work signs will be removed this week. Lawrence stated that on one of the side streets on the Highway 169 side there is 18 inches of asphalt dumped and it looked like they stomped it down with their feet. It is 12 feet long and 18 inches wide and connected to the roadway pavement. Discussion on if

the washouts have been fixed. Rush stated that he is fine with a 95% payment now. Anderson stated that he will tell Helmin that the Town Board will hold back \$3,000 for the potential cracks.

**Approval of Consent Agenda** – Rush/Handshoe unanimous to approve the 3 sets of meeting minutes from June 15, 2020.

**CONDITIONAL & INTERIM USE PERMITS:** None.

**PLATS:** None.

**OLD BUSINESS:**

**Park Committee Report** – Rush reported that the boardwalks are done. The total labor and material was approximately \$4,000. The Park Committee did not meet at the park areas due to the weather. The Committee feels that Young Park is tapped out. They will look for land in the township possibly along County Road 2. Hudson stated that he would prefer land on the west side. Lawrence suggested striking up a conversation with Prairie Restorations. Hudson stated that he would like to see picnic tables at the south end of Elk Lake area that is DNR owned. Discussion on Baldwin collecting their own park dedication fees. Discussion on negotiating land in lieu of park dedication fees with new developments. Rush stated that he is meeting a gentleman about disk golf next Monday at Young Park.

**Approve/Disapprove Appointment of Dave Patten for a 3-Year Term** – Lawrence/Handshoe motion to approve. Upon voice vote the motion carried with Hudson opposed.

**TCI Baldwin Volunteer Corps Update** – Rush stated that volunteers are needed. The committee discussed the possibility of carnivals and petting zoos. It is too late for this year. They will be reaching out to Park Committee and the National Honor Society from school for volunteer help. Lawrence questioned if the FunFest was realistically going to happen this year. Rush replied, 'we hope so'.

**Planning Commission Report** – Lawrence referenced the above variances. There is nothing new to add. They are looking to invite additional individuals as a few are looking to retire.

**City of Princeton Council Report** – Handshoe informed the Town Board that he will be attending the meetings this month.

**Airport Advisory Board Report** – Handshoe reported that he could not attend their meeting today.

**Discuss/Approve/Disapprove Full Time Benefits for Maintenance Employee** – Rush stated that this came up at the employee reviews. He would like to table this. He

would like to see the employee reach out to the employee liaisons. Hudson reviewed how the employee handbook defines 'benefit earning employees' and his initial reaction is that the employee should be receiving benefits. Lawrence stated that the employee is not required to work 40 hours. Hudson stated that page 7 of the handbook does not say they have to work full time and, as written, it defines him as eligible. Lawrence stated that he is not opposed to the request, but he has one concern: every year we have a substantial request for an increase in wages. He does not know the last time we gave a pay raise to the office personnel. He has an equity issue with this request. He is not sure we are required to do anything per the handbook. He looks at this like a special request. Do we want to approve a portion or all of the request? Hudson stated that he will speak with Chairman Swanson and talk with Supervisor Handshoe and Good. Discussion regarding the maintenance department being on call. Lawrence/Handshoe unanimous to table until August 3.

#### **TABLED ITEMS:**

**Approve/Disapprove Sherburne County 38 Right-of-Way Claim & Reconstruction (From December 2, 2019 & May 4, 2020 Meeting)** – Rush stated that there is still standing water in the ditches. Hudson stated that he thinks they changed the grade and would like an email sent to Dave Roedel and ask if that was the case. Lawrence suggested making an appointment with Roedel and 2 Town Board members meet with him on site. Rush will call Roedel.

#### **NEW BUSINESS:**

**Discuss/Approve/Disapprove Revising Driveway Permit Fees** – Lawrence motioned to disapprove. Rush stated that he would prefer to table until the 20<sup>th</sup> as Swanson is not present. Handshoe/Rush unanimous to table until July 20.

**Approve/Disapprove Ordering EMS Signs** – Hudson/Handshoe unanimous to approve ordering EMS signs.

**Appoint Election Judges for August Primary Election** – Handshoe/Rush unanimous to approve the 2018 election judge list and any others that have trained before July 28.

**Review Monthly Building Permits** – The Town Board reviewed the May 2020 building permit list.

**Cemetery Update** – Rush stated that he has heard from a resident who claims monuments are being moved without the Town Board's approval. He met Lester Kriesel at the cemetery this evening. The township owns the pathway and there are markers out there. Headstones cannot be in the pathways. There are a few in the pathway from years ago. Once a lot is sold it is theirs. The headstone was oved because you need 8 feet for the vault, and it was at 7 feet. He wants the board to be aware of the situation out there. He thinks Kriesel does a great job and trusts him. If

the resident does not like what he will say to them he will tell the resident to come to a Town Board meeting.

**Coronavirus Relief Fund for Local Governments** – Rush stated that he received an email from Dan Weber and about holding a special Sherburne County Association of Townships meeting this month at the county government center to discuss Coronavirus relief. Up to 25 people will be allowed and will be held in the Maple Room. This allows 2 board members from each township. Discussion on what the township has spent on COVID related items. Rush and Hudson will attend. Lawrence would like to attend as well. Rush will contact Weber tomorrow.

**ANNOUNCEMENTS:** None.

**ANY OTHER BUSINESS:**

Handshoe stated that he received a call from the Princeton Post Office. Apparently, Amazon deliveries on Sunday's cannot find addresses as NW is not on our street signs. Hudson stated that any new street signs should include NW. Discussion on EMS signs includes NW on the address.

Discussion regarding how the Midco expansion is progressing.

Rush stated that he received a call from Princeton Kinship asking to rent out the Young Park pavilion. They are a non-profit organization and are asking if the Town Board would waive the \$50 fee. He did tell them that the township would not waive the damage deposit. They have not submitted the application yet. Will the Town Board waive the fee? Hudson stated that there will be a benefactor that will pick up the cost. Lawrence stated that there is a cost to the township.

**Motion to Approve Bills for Payment** – Lawrence/Rush unanimous to approve check numbers 23936 through 23977 and 3 EFT payments totaling \$46,714.58.

**Adjourn** – Handshoe/Hudson unanimous to adjourn at 9:12 p.m.

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

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

Date 7/20/20

Attendees: Nick Anderson, Michael Graham, Debbie Hyde, Chris Martin, Mary Beth Torborg