

## BALDWIN TOWNSHIP REGULAR MEETING

June 19, 2017

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

**Call to Order** – The June 19, 2017 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**

- Add “Public Comment/David Stanton” to Road Report
- Add “Discuss/Approve/Disapprove 2<sup>nd</sup> Driveway” to Road Report
- Add “Discuss/Approve/Disapprove Issue of Two Certificate of Indebtedness or Just One from Mike Couri” under New Business
- Move “Approve/Disapprove Liner in Pond, Parcel #01-545-0320 – Steven Cram” to beginning of Road Report
- Add “Recap of PERA Statewide Firefighter Program” to Fire Department Report

### **Approval of Regular Meeting Agenda With/Without Additions/Corrections**

Lawrence/Handshoe unanimous to approve the regular meeting agenda as amended.

**2016 Audit Presentation** – Molly Thompson and Ashley Meagher from Schlenner Wenner & Company were present to give a review of the 2016 audit.

### **Treasurer’s Report:**

**June 2017 Preliminary Treasurer’s Report** – The clerk reported receipts of \$5,227.77 and disbursements of \$96,565.18, check numbers 21153 through 21228 and 5 EFT payments leaving an unaudited balance of \$606,465.97.

### **Fire Department Report:**

**Discuss/Approve/Disapprove Fire Department Wage Schedule** – Chief Case presented Appendix C, which shows the current wages of the fire department that have not been updated since 2009. A summary of average wages from around the area shows that Baldwin Fire is at the rock bottom for hourly wages in the state of Minnesota. The average hourly wage for firefighters statewide is \$14.45. Baldwin’s current hourly wages is at \$7.25. The proposed wages is trying to increase it to what the going rate is at the lower end and help with firefighter retention. It costs between \$2,000-\$3,000 to get a firefighter trained. Turnouts cost about \$2,000. We do have some there but after 10 years the NFPA and OSHA say they are not useable but if we retain firefighters then we don’t have to go through so many.

Proposed wages:

Firefighter: \$10

Captain: \$12

Asst. Chief: \$13  
Chief: \$14  
Drill Pay: \$30  
Duty Officer Weekend: \$50  
Officer Stipend Chief/Asst. Chief: \$75/month  
Officer Stipend Captain's: \$50/month  
Administrative Assistant: \$11  
Janitorial: \$11

A \$5,000 life insurance policy is currently not in there. There are a lot of firefighters who work hourly with no life insurance. It would cover some costs and it would be something to help out the firefighters.

Schumacher asked if Dionne Payne, Paychex had contact Case with Case responding that he sent her the fire department employee handbook and has not heard back from her. He has talked to her once. Lawrence asked what the repercussions to the budget would be excluding life insurance. Case responded that it would be approximately \$10,000 year and not exceeding \$12,000. He does not have the monthly cost for the life insurance at this point.

Swanson/Lawrence unanimous to approve these numbers that the Chief is asking for as proposed wages and then dig into the life insurance part of it.

Swanson/Lawrence unanimous to add the change to the handbook, effective July 1, and send to Dionne Payne to add to the handbook.

**Recap of PERA Statewide Firefighter Program** – Swanson stated the Relief Association is looking into joining PERA. From the town perspective there would be no fewer obligations than what we have right now. There is a bigger pool of money in PERA. \$495,000 is the Baldwin side of it and, if underfunded, we would be on the hook for it. Whatever number the board as agreed on, which is \$2,000, the Relief chose \$2,300 and the Relief Association told the board that, if underfunded, we would have 10 years to recoup whatever is necessary. Review and discussion on an email that arrived today from PERA to the Town Board.

"Schumacher stated this estimated requirement contribution is \$18,577 in this estimated scenario. Swanson replied "correct". Schumacher asked if that was annually with Swanson replying "yes". Schumacher asked if the township would annually continue that to keep going. Swanson replied that it depends. Because we increased that it will be for this moment right here now, today. And the whole crux of this is it is supposed to be self-sufficient. They are investing it and now there is much bigger pool of money than what we can have with Wells Fargo right now with our own little account. So it is a way to put the dollars in there but it is in a much bigger pool of money."

Other municipalities have paid into relief funds and Baldwin has not. Next year we will. Case stated that it is part of firefighter retention and it makes a difference at the end of 20 years. Swanson stated that PERA's quote is good for 120 days otherwise it becomes null and void. The Relief Association has approximately \$9,000 in administrative fees right

now and PERA fees will be about \$500 right now and \$30 per firefighter per year. The yearly audit would go away. Savings would be about \$9,000. Case stated that he has suggested that the Relief Association and the Town Board get together to figure out what the town wants to start out at. Swanson stated that he is not sure if all firefighters are ready to jump into it. Case stated that once you are in PERA you stay in PERA. Swanson stated that the benefit level cannot be reduced. Case stated that it spreads out the risk to the township for retirements and the Relief Board under PERA can only be 5 members. Swanson stated that Wells Fargo ran about 11% last year and PERA did 9%. The difference is the \$9,000 in administrative fees. He thinks it is a pretty good deal for the township with a bigger pool of money and less risk. Case stated that has to be done by October or November or we would have to wait another year. Discussion on whether or not Township would have a vote on this as the Relief Board is independent.

Case reminded everyone in attendance of the Relief Association garage sale Thursday through Saturday.

### **Road Report:**

**Approve/Disapprove Line in Pond, Parcel #01-545-0320** – Steven Cram was present. Jon Bogart stated that there is dry pond in Mr. Cram's front yard that is supposed to be a wet pond at one time. The soil is thirsty so now it is dry. Mr. Cram would like to put a liner so that the top of the liner is a few feet below the inlet to the pond. Water will still infiltrate into the soil but then have some open water. The estimated dimensions would be 25 feet wide by 40-50 feet long. Bogart stated that they are not talking about a lot of water and it shouldn't affect anyone else. He would suggest to the Town Board to grant him a license agreement and that way, if there turns out to be problems, then you can pull the license.

Swanson motioned to use the License Agreement that Baldwin has already drafted and have the clerk modify. Swanson also would like to see a sketch first and maybe the Planning Commission look at it. Any costs incurred by the Town would then be invoiced back to Mr. Cram. Lawrence seconded the motion. The Town board would like to see the agreement first. Swanson made a friendly amendment leaving the motion on the table all-encompassing and table until the July 10<sup>th</sup> meeting. Upon voice vote, the motion carried. The depth, material and type of liner needs to be specified along with the clerk revising the License Agreement for review by the Town Board on July 10<sup>th</sup>. Mr. Cram will not have to be present.

**Public Comment/David Stanton** – David Stanton, 243<sup>rd</sup> Avenue, was present to discuss the need for repair on the boat landing ramp on the west side of Little Elk Lake. Mr. Stanton stated that the landing has been there since the 1950's and fell into disrepair in 2011. A petition was brought to the Town Board and the township funded a new concrete landing. The March tornado pushed the ice out and under the ramp which drove sand, rocks and ice under the ramp. The ramp now has an 18" drop. A lot of neighbors have asked to have it fixed. He could create another petition if needed. He would also like to see a sign or barricade put up indicating that it is closed as he does not know if the township could be liable. Schumacher stated that if the board approved this it would have to go through the county for permitting and then the township would need to obtain a quote for the cost of riprap rock. Lawrence/Handshoe unanimous to start the process by asking

the county what the process would be and getting quotes. Lawrence questioned if the Park Committee should be a part of this with Schumacher replying "probably not".

**Discuss/Approve/Disapprove 2<sup>nd</sup> Driveway** – Joseph Christenson, 116<sup>th</sup> Street, had been granted a temporary access by the township and would now like it changed to a second driveway. Lawrence stated that it is way under 150 feet. Swanson stated that he did talk to him about the process. Swanson/Lawrence unanimous to send it to the Planning Commission.

**Approval of Consent Agenda** – Swanson / Lawrence unanimous to approve Partial Payment to Seal Tech, Inc. in the Amount of \$44,412.50 and to approve Payment to the Minnesota State Fire Department Association in the Amount of \$346.00.

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

**PLATS:** None.

**VARIANCES:** None.

**OLD BUSINESS:**

**County Planning & Zoning Report** – Lawrence reported there were no items of concern at the County Planning and Zoning meeting for Baldwin Township.

**Park Committee Report** – No report.

**Discuss/Approve/Disapprove Pump Shed** – Handshoe/Lawrence unanimous to table until the July 10, 2017 regular meeting of Baldwin Township.

**Baldwin Volunteer Corps Update** – No report.

**Discuss/Approve/Disapprove Paychex Continuation** – Handshoe/Swanson unanimous to table until the July 10, 2017 regular meeting of Baldwin Township.

**TABLED ITEMS:**

**Review/Approve/Disapprove Employee Handbook from Paychex** – Schumacher suggested adding training items to the current township handbook, i.e. ecigs, parental leave, domestic violence and 2 other items that should be added. Swanson stated that Paychex should do that and make us what we like.

**Approve/Disapprove Hiring Zachary Good for Summer Help** – Lawrence stated that the issue is that he has a current job. Terry Carlile stated that they are talking about laying off 125 people and he wants out of there. Schumacher stated that he did talk to him. An ad has been submitted to the newspaper. Swanson stated that he also talked with him and he is willing to come back. The board needs to describe what the position is going to be and settle on a wage. Carlile stated that it should be Maintenance Worker II. The board stated both the Maintenance Supervisor position and Maintenance Worker II position

could lead to full time positons. Lawrence/Handshoe unanimous to offer Mr. Zac Good the Maintenance Worker II position starting at \$15/hour allowing him to work up to 40 hours per week.

**NEW BUSINESS:**

**Discuss/Approve/Disapprove Issue of Two Certificate of Indebtedness or Just One from Mike Couri** – Schumacher/Swanson unanimous to approve one Certificate of Indebtedness.

**ANNOUNCEMENTS:**

- Park, Trail & Active Living Committee Meeting, Thursday, June 22, 2-3 pm, Sherburne County
- Office Closed, Tuesday, July 4, 2017 for Independence Day
- Town Board Regular Meeting, Monday, July 10, 2017, 7:00 p.m. (2<sup>nd</sup> Tuesday of the Month)
- Deputy Clerk on Vacation, June 21-July 16

**ANY OTHER BUSINESS:**

Swanson gave a recap of the Couri and Ruppe Legal Seminar.

**Motion to Approve Bills for Payment** – Lawrence/Swanson unanimous to approve for payment check numbers 21207 through 21228 and 5 EFT payments totaling \$66,904.19.

**Adjourn** – Handshoe/Lawrence unanimous to adjourn at 9:08 p.m.

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

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

7-10-17  
 Date

Attendees: Dennis Lindberg, Phil Fadden, Lester Kriesel, Molly Thompson, Ashley Meagher, Scott Case, David Stanton, Terry Carlile, Jon Bogart, Steven Cram