

## BALDWIN TOWNSHIP REGULAR MEETING

June 4, 2018

**Present** – Supervisors Brad Schumacher, Jay Swanson, Larry Handshoe and Tom Rush. Supervisor Bryan Lawrence arrived at 7:02 p.m.

**Call to Order** – The Baldwin Township regular meeting of June 4, 2018 was called to order by Chairman Schumacher at 7:01 p.m.

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

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

- Remove "Approve/Disapprove Variance to the Shoreland Ordinance, Section 30" from the agenda
- Add "County Using Town Hall for County Road 38 Signing Agreement" to New Business
- Add "Discuss Wall Mount Lockers" to Fire Department Report
- Add "Quote from Brand Manufacturing" to Road Report

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

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

**May 2018 Final Treasurer's Report** – Receipts of \$8,210.80 and disbursements of \$65,130.68, check numbers 22022 through 22098 and 6 EFT payments leaving an unaudited balance of \$1,452,054.78.

**June 2018 Preliminary Treasurer's Report** – The clerk reported receipts of \$0.00 and disbursements of \$41,560.45, check numbers 22099 through 22132 and 0 EFT payments leaving an unaudited balance of \$1,410,494.33.

**Fire Department Report** – Chief Case reported there were 28 calls in the month of May 2018 consisting of 14 medicals, 3 structure fires, 2 mutual aid, 2 hazardous condition, 1 motor vehicle and 5 grass fires.

**Discuss/Approve/Disapprove Advertisement for Equipment** – The Town Board reviewed the list of surplus equipment generated by Fire Chief Scott Case. Schumacher asked if it was K-Bid stuff with Case responding that it was more government web sites. Schumacher then asked if the items would be best to go to Pike Auction and put it up and waive the buyback fee. Case stated that there are a couple of ways to dispose. For the grass rig and plow, tender and slide in unit he suggests advertising in the paper and let people know about it. The other items can be put on government item websites that Sherburne County uses. Facebook and other places that have used fire equipment sites. Discussion on who would be in charge of taking photos and adding items to the website. Swanson questioned if the hose threads and such items have value. Case responded that they do have value to some department

and have been sitting on the shelf for at least 10 years. Swanson asked if the Town Board could start off with an ad in the paper for bigger items and then add other items for sale and have the clerk give out the list. Discussion on the cost of selling online. Case stated that the pictures of the smaller items may not happen right away. He will head it up and see who will volunteer.

Lawrence moved to allow the Chief to work towards eliminating the excess stuff at the Fire Department and market it the best way he sees how with the 4 larger items taken off the list. Case asked if there was no value to an item he would like permission to put it into waste or recycling. Discussion on the thermal imagers being no longer serviceable and may be wanted for parts. Rush seconded Lawrence's motion. Case stated that he will take pictures and get them over to the clerk. He will continue to look at fire websites to see what prices are. He would be happy with "make offer" pricing on some of the items. Upon voice vote, the motion carried. Schumacher stated that the Town Board will work on the 4 larger items.

**Approve/Disapprove Purchasing 3 Sets of Turnout Gear in the Amount of \$6,150 -** Swanson/Lawrence unanimous to approve purchasing 3 sets of turnout gear in the amount \$6,150.

**Approve/Disapprove Firefighter Medical Leave –** Lawrence/Handshoe unanimous to approve medical leave for Michael Muntiferung until the end of June 2018.

**Approve/Disapprove Scheduling Workshop with Fire Relief to Discuss PERA (Must be prior to July 10, 2018) –** A motion was made by Supervisor Lawrence; seconded by Supervisor Schumacher to schedule the workshop with the Fire Relief to discuss PERA on June 18, 2018 starting at 6:00 p.m. With Supervisors Handshoe, Swanson and Rush opposed, the motion fails.

Swanson/Handshoe unanimous to schedule a workshop with the Fire Relief to discuss PERA on June 19, 2018 starting at 7:00 p.m. With a voice vote Supervisors Swanson, Schumacher, Rush and Handshoe are in favor; Supervisor Lawrence opposed. Motion carries.

**Discuss Wall Mount Lockers –** There was discussion regarding purchasing 30 wall mount lockers for the fire station with the proceeds from selling the excess equipment. A quote from Emergency Response Solutions stated that the cost of purchasing the wall lockers would be approximately \$7,000.

**Sheriff's Report –** Sergeant Wilson reported there were 218 calls for service in the month of May 2018. Speed study information for County Road 38 was presented to the board for their review. Complaints about ATV's at The Preserve of Baldwin have been received. An incident involving stray bullets while target practicing north of Baldwin Cove is being investigated.

**Road Report:**

**Discuss Crack Sealing and Approve/Disapprove Liquidated Damages** – Nick Anderson, Bogart, Pederson, stated the company is 5 days late and, at the end of this week, will be 10 days late. They are doing a really good job. They bid it cheap but that is no excuse. Lawrence asked what the problem was. Anderson replied that some of the crew came from Decorah, Iowa and moved like a snail. The crew they have now is working faster. If they have good weather all week it is possible for them to be done. Lawrence asked about the circumstances behind why they didn't start earlier. Anderson replied that they had too much work. Schumacher/Swanson unanimous to table until the next meeting.

**Approve/Disapprove Quote for Culvert Replacement on 96<sup>th</sup> Street & 100<sup>th</sup> Street** - Nick Anderson stated that there is a wetland process for both of them but we can go forward with 100<sup>th</sup> Street. DNR approval is needed for 96<sup>th</sup> Street. Swanson asked if there were any wetland credits available for mitigation. Anderson stated that he stills needs to complete the delineation. For 96<sup>th</sup> Street the township should be able to fill out the permit online (application to impact public water); meet with the DNR staff on site and then, after that meeting the DNR may say 'go ahead'. Swanson/Handshoe unanimous to send the 100<sup>th</sup> Street culvert project out for quotes. Schumacher stated that the 96<sup>th</sup> Street culvert will be placed on the next agenda.

**Discuss/Approve/Disapprove Creating Maintenance Schedule for Frontier Trails** – Swanson read an email from Septic Check that stated that they pumped out the tanks for the main septic system per the request of one of their technicians along with more tanks for that part of the system pumped out. Anderson stated that the email does not say why they did it. Swanson stated that he questions the impact on the system and what the cost is to recover from this and, lastly, would your firm (Bogart, Pederson) create a maintenance schedule. Anderson stated that Jon Bogart will be in tomorrow and he will ask him to look into this. Swanson stated that he believes the township just got fleeced. Swanson stated that the maintenance schedule will ultimately go out for bid as there is only a year with Septic Check. Moving forward we don't know if there is a cheaper provider out there. Our due diligence is to go out for bids. Handshoe/Rush unanimous to table until June 18.

**Discuss/Approve/Disapprove Advertising for Maintenance 2 Employee** - Swanson/Handshoe unanimous to table advertising for a maintenance 2 employee until the June 18, 2018 regular meeting of Baldwin Township.

**Discuss Brand Mfg. Quote** – The quote is for repair to the box for truck #6 (one ton truck). There are 2 options listed based on the different gauge steel. The board directed Good to determine what a new box would cost and bring it back to the next meeting.

#### **Road Report for June 2018 Meeting** **Roads**

- Beaver situation. Currently Craig Hilburn has trapped 5 beaver at Lake Diann area and 3 out of the cartwheel mash area (305<sup>th</sup> Street). Areas are flowing.

- Currently working on hot patching.

**Maintenance Shop**

- Review summer help applicants
- Applicant that has the longest availability time line

**Trucks**

- Loader replacement cutting edges

**Parks**

- ARC Irrigation Quote
  1. Weed / Feed Ball Field. \$170
  2. Weed / Feed inside fence mowed areas up to ball field with also spraying small north area of ball field. \$390
  3. Round Up and Sterilant on walking paths. \$590
- Sprinkler system to be finished this month
- Gopher control; Wahl Wildlife taken x 9 gophers @ Young Park

Rush wondered if maintenance could do the weed and feed at the ball field rather than ARC.

**Approval of Consent Agenda** – Swanson/Handshoe unanimous to approve the Town Board Meeting Minutes of May 21, 2018; and to approve the Clerk/Treasurer vacation from Monday, June 18 through Monday, June 25.

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

**PLATS:** None.

**VARIANCES:**

**Approve/Disapprove 65' Variance from the Right-of-Way of Lake Lane for an Addition to Existing Garage, Section 30, Rudy Wicklander** – Rudy Wicklander was asked if he knew why the map he provided to the Baldwin Planning Commission showing his property lines do not match up with the county's rendition of the property lines. Otherwise the Baldwin Planning Commission did not have other issues with Wicklander's variance request. Handshoe/Swanson unanimous to approve along with a friendly amendment from Lawrence to include the comments from the Baldwin Township Planning Commission along with comments from the Baldwin Township supervisors to the comment form.

**Approve/Disapprove Variance to the Shoreland Ordinance, Section 30, Rudy Wicklander** – Taken off the agenda.

**Approve/Disapprove Variance for Size of Detached Accessory Structure, Section 22, David Hipsag** – Swanson/Handshoe unanimous to approve to include the comments from the Baldwin Township Planning Commission on the Township Comment Form for the variance for a size increase of a detached accessory structure for David Hipsag.

Richard Harris, Baldwin Township Commissioner, added that the commission could not see by their reading of Section 17, even though we had an obsolete version of the code, why Hipsag needed a variance since the Section clearly allowed the building.

#### **OLD BUSINESS:**

**Park Committee Report** – Rush reported that poles are being made for the ball field. Rush is to work with Jon Bogart regarding surveys of the boardwalks.

**TCI Baldwin Volunteer Corps Update** – Swanson reported that two meetings were held in May to discuss FunFest 2018 events. The Baldwin Fire Department will provide food for sale to benefit their relief association. Touch-a-truck, children games and a car show is being organized.

**Planning Commission Report** – See above under ‘Variances’.

**Cell Phone(s) Update** – Schumacher is looking into new phones and new I-Pads through Sprint.

#### **TABLED ITEMS:**

**Approve/Disapprove Letter to Sherburne County Public Works Regarding County Road 38 Stop Signs** – Rush/Handshoe unanimous to approve the letter with corrections to Sherburne County Public Works regarding the County Road 38 stop signs.

#### **NEW BUSINESS:**

**Approve/Disapprove Schlenner Wenner 3-Year Audit Agreement** – Lawrence/Handshoe unanimous to approve a 3-year audit agreement with Schlenner Wenner.

**Approve/Disapprove Attending MAT Summer Specialized Training, Monday, June 18, St. Cloud Holiday Inn** – Handshoe/Rush unanimous to approve the board attending the MAT summer specialized training on Monday, June 18, 2018 at the St. Cloud Holiday Inn.

**Discuss/Approve/Disapprove Pay Increases and/or COLA Increases and Benefit Increases for Maintenance and Office Employees** – Rush/Handshoe unanimous to have a workshop on June 18, 2018 at 6:00 p.m. to discuss the benefits and compensation for employees as well as Maintenance 2. Swanson/Handshoe unanimous to add “Discuss the benefits and compensation for employees as well as Maintenance 2” to the June 18, 2018 agenda for the regular meeting of Baldwin Township.

**Review Monthly Building Permits** – The April 2018 building permit list was reviewed.

**Discuss/Approve/Disapprove Co Rd, 38 Signing Easements at Town Hall -**  
Swanson/Lawrence unanimous to approve June 20, 2018 from 4:30 p.m. to 8:00 p.m. to sign the County Road 38 easements at the Town Hall along with the other dates of June 19<sup>th</sup>, 8:00 a.m.-4:30 p.m.; and June 21, 1:00 p.m.- 4:30 p.m.

**Announcements:**

- Sherburne County Government Center Expansion Grand Opening, Wednesday, June 6, 3:00 p.m.
- Road Tour, Monday, June 11, 7:00 p.m.
- Township Legal Seminar, Thursday, June 14, 9:00 a.m., Albertville City Hall

**Any Other Business:**

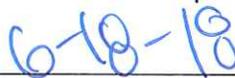
**Discuss/Approve/Disapprove Maintenance Summer Help** – Schumacher stated that 8 applications were received and 5 interviews held. The recommendation is to hire Evan Kornell (who can work until the 3<sup>rd</sup> week in September) and William Glaser (who can work until the 3<sup>rd</sup> week of August). Lawrence moved to offer the summer part time position to Evan Kornell and, if we choose to pursue a second individual, William Glaser. Discussion on hiring one or two individuals. Swanson seconded Lawrence’s motion. Discussion on voting on each individual separately. Upon voice vote, the motion carried. Swanson/Handshoe unanimous to hire William Glaser. Rush stated that he hears there is a lot of work to be done. Schumacher stated that it will be a true test of the maintenance supervisor’s abilities to get these tasks done effectively and manage personnel. Rush stated that the Town Board wants Goose Lake done also. Discussion on hiring a Maintenance 2 employee. Upon voice vote, the motion carries.

**Motion to Approve Bills for Payment** – Swanson/Handshoe unanimous to approve payment of check numbers 22099 through 22132 totaling \$47,989.21.

**Adjourn** – Lawrence/Rush unanimous to adjourn at 8:45 p.m.

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

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

  
Date

Attendees: Lester Kriesel, Rich Harris, Zac Good, Rudy Wicklander, David Hipsag, Nick Anderson