

## BALDWIN TOWNSHIP REGULAR MEETING

March 19, 2013

**Present** - Supervisors Tom Rush, Kimberly Good, Larry Handshoe and Randy Atwood. Supervisor Jay Swanson was absent.

**Call to Order** – The March 19, 2013 regular meeting of Baldwin Township was called to order by Vice Chairman Tom Rush at 7:00 p.m.

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

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

Add to Old Business:

- Approve/Disapprove Three (3) Openings for Planning Commission Members
- Approve/Disapprove Advertising for Planning Commission Members
- White Building Update

Add to New Business:

- Approve/Disapprove Employee Return to Work
- Move from New Business 'Discuss/Approve/Disapprove Hiring Grant Writer for Fire Department to under Road Report

**Approval of Regular Meeting Agenda With/Without Additions/Corrections** – Atwood/Good unanimous to approve regular meeting agenda as amended.

**Presentation of 2012 Audit** – Thomas Kaliher, KBP & Co., Ltd., presented the 2012 audit to the town board. He stated that he is giving the township a clean opinion. The one qualification is the fixed assets on the financial statements. The township could start estimating infrastructure. His personal standpoint is that it is really not critical information, just interesting information. A management letter will follow at a later date. There is nothing material and will contain the same type of comment as in other instances.

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

**March 2013 Final Treasurer's Report** – The clerk reported receipts of \$1,442.78 and disbursements of \$25,603.48, check numbers 17290 through 17328 and 7 EFT payments leaving an unaudited balance of \$378,481.77.

**Road Report** – Handshoe reported that Baldwin Township maintenance had five (5) plowing and two (2) salting events. Two of the trucks are damaged with an estimated cost of \$350 to \$900 for repairs.

**Discuss/Approve/Disapprove 2013 Road Projects** – Good/Handshoe unanimous to approve a workshop to discuss the 2013 road projects for March 26, 2013 at 6:00 p.m. pending Jon Bogart's availability.

**Discuss/Approve/Disapprove Hiring Grant Writer for Fire Department** – After discussion Handshoe/Good unanimous to approve for the fire department to hire a grant writer with a cap of up to a \$2,000 for wages pending the signing of an agreement and a friendly amendment from Atwood stating the contract would include a termination date.

**Approval of Consent Agenda** – Good/Handshoe unanimous to approve the Town Board Meeting Minutes of March 4th (Board of Audit & Regular Meeting) and March 12, 2013 Board of Canvass with correction.

**Open Forum for Citizens** – A resident inquired about an update on podcast, a Relief Association report and the Debt Service deficit.

**Conditional & Interim Use Permits:** None.

**Plats:** None.

**Variations:** None.

#### **OLD BUSINESS:**

**County Planning & Zoning Report** – Elections were held last month and Bryan Lawrence again was elected chair. On the agenda is discussion regarding two-year plat extensions and an amendment to the county zoning ordinance.

**Baldwin Planning Commission Update** – As liaison Atwood reported the Planning Commission is preparing for a public community meeting for May 3 and 4. Three commissioner positions will be expiring in April and posting will need to be done. Atwood recommended that if the board decides not to appoint one or any of the existing commissioners that he feels they should be available through and for the community meetings. An artist may be working on the cover page for the comprehensive plan, and the expectation is to have a draft comprehensive plan available at the community meetings.

Each board member was asked what one word comes to mind when thinking about Baldwin Township. The responses were:

Good – Homey

Handshoe – Residential

Rush – God's Country

Stevens – Cul-de-Sacs

**Approve/Disapprove Advertising for Planning Commission Members** – Good/Handshoe unanimous to approve advertising for commissioner positions, and to

keep the three commissioners currently in place until the community meeting. Applications would be reviewed at the April 16 meeting.

**Princeton Planning Commission Update** – Atwood reported discussion surrounded the topics of conditional use permits for Princeton Auto and the speedway, having a church at the old Ben Franklin building, and a shooting range in Princeton.

**Discuss/Approve/Disapprove Security Camera(s) Placement & Other Issues** – It was the understanding of the majority of the supervisors that security cameras would be installed on the outside of the building. Good/Handshoe unanimous to table until more information can be obtained. Rush will work with Good; Atwood would like to see what is submitted to a security company as to what our security issues are.

**Discuss/Approve/Disapprove Purchasing Chairs from Costco** – Peggy Patten indicated that she may be able to acquire plush chairs at no cost. Good/Handshoe unanimous to approve purchasing chairs from Costco pending not being able to obtain chairs from Patten.

**Update on Tower Lease Agreement** – No update.

**Update Lawn Tractor Financing/Letter of Indebtedness** – No update.

**White Building Update** – Good reported that 30 days does not work for Anderson Building Movers. Their shortest listing is 6 months. Good/Handshoe unanimous to modify their agreement and make it 6 months. Good reported that if sold, we get charged 10% and if we sell it then there is no charge. Good/Handshoe unanimous to obtain a new agreement and add the item to the June agenda for the status.

#### **TABLED ITEMS:**

**Approve/Disapprove Haul Road Agreement** – Good/Handshoe unanimous to approve the Haul Road Agreement with corrections made by Couri and Ruppe.

**Approve/Disapprove Initiative Foundation Application** – Handshoe/Good unanimous to table until the April 1, 2013 meeting.

#### **NEW BUSINESS:**

**Discuss/Approve/Disapprove Hiring Grant Writer for Fire Department** – See above.

**Approve/Disapprove Participation in the Minnesota Benefit Association Township Officer Group Life Plan** – Handshoe/Good unanimous to disapprove participation in the Minnesota Benefit Association Township Officer Group Life Plan.

**Approve/Disapprove Submitting Letter of Support for the Princeton Park Board Grant Application for the DNR Local Trail Connection Program** – Atwood/Good

unanimous to approve submitting a letter of support for the Princeton Park Board Grant Application for the DNR local trail connection program.

**Discuss Multiple Board Members Attending Meetings** – Rush wanted to confirm that when other board members attend a meeting that they are not the liaison for that the board member is not charging for that meeting.

**Discuss/Approve/Disapprove Sherburne History Center Membership** – Handshoe/Atwood unanimous to disapprove a Sherburne History Center membership.

**Approve/Disapprove Employee Status** – Handshoe/Rush unanimous to approve maintenance employee returning to work on March 25, 2013.

**Announcements:**

- Oath of Office & Reorganization Meeting, Tuesday, March 26<sup>th</sup>, 7:00 pm
- Road Workshop, 6:00 p.m., Tentative
- MAT Short Course, St. Cloud, 9 – 3
- Quarterly County Meeting, April 17, Baldwin Town Hall

**Any Other Business:** None.

**Motion to Approve Bills for Payment** – Handshoe/Good unanimous to approve check numbers 17290 through 17328 and 7 EFT payments totaling \$25,603.48.

**Adjourn** – Handshoe/Good unanimous to adjourn at 8:47 p.m.



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



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

Attendees: Elaine Byker, Audrey Misiura, Ronald Misiura, Elaine Philippi, Chuck Nagle, Bryan Lawrence, Thomas Kaliher