

BALDWIN TOWNSHIP REGULAR MEETING

March 19, 2018

Present – Supervisors Brad Schumacher, Jay Swanson, Bryan Lawrence, and Larry Handshoe. Supervisor Tom Rush arrived at 7:18 p.m. This meeting also includes agenda items that were on the March 5, 2018 regular Town Board meeting which was cancelled due to the weather.

Call to Order – The Baldwin Township regular meeting of March 19, 2018 was called to order by Chairman Schumacher at 7:00 p.m.

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

Additions/Corrections to Agenda

- Add "Fahrner Asphalt Sealers Contract" to under Road Report
- Add "ASTECH Contract" to under Road Report
- Add "Approve/Disapprove Leave of Absence" to under Fire Report
- Add " Approve/Disapprove Decaling Apparatus" to under Fire Report
- Add "Discuss Request to Sell Fire Department Equipment on K-Bid to under Fire Report
- Add "Update on Cell Phone" to under Fire Report
- Add "Discuss/Approve/Disapprove Zac Good Attending LTAP Class" to under Road and Bridge Report

Approval of Regular Meeting Agenda With/Without Additions/Corrections -

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

February 2018 Final Treasurer's Report – Receipts of \$58,020.88 and disbursements of \$42,965.72, check numbers 21811 through 21870 and 6 EFT payments leaving an unaudited balance of \$1,609,744.51.

March 2018 Preliminary Treasurer's Report – The clerk reported receipts of \$3,707.28 and disbursements of \$39,332.18, check numbers 21871 through 21935 and 5 EFT payments leaving an unaudited balance of \$1,566.153.92.

Fire Department Report:

Discuss/Approve/Disapprove Mutual Aid Agreement with City of Milaca -

According to Chief Case there is no Mutual Aid Agreement with the City of Milaca on file therefore he recommends approval of the document as is. A standard agreement is 5-years. Swanson/Handshoe unanimous to approve the Mutual Aid Agreement with the City of Milaca with an accepted friendly amendment from Supervisor Lawrence to have the township attorney review the document even though it appears to be a standard League of MN Cities agreement.

Discuss/Approve/Disapprove Mutual Aid Agreement between Baldwin Township and the City of Princeton and Mille Lacs County – Currently it appears there is not a current mutual aid agreement between Baldwin Township and the City of Princeton and Mille Lacs County. The Town Board approved notifying Mille Lacs dispatch; and Chief Case just wanted to make the town board aware that these agreements were being reviewed. Swanson/Handshoe unanimous to table the document until the May 21, 2018 regular meeting of Baldwin Township.

Approve/Disapprove Firefighter's Medical Leave – Swanson/Handshoe unanimous to approve Mikel Lambrecht's medical leave.

Approve/Disapprove Hiring Firefighter – Swanson/Handshoe unanimous to approve hiring Shawn Frink as a Baldwin Township firefighter. Chief Case said that he has gone through all the preliminary procedures.

Approve/Disapprove Firefighter Leave of Absence – Chief Case informed the town board that the department can approve up to a 6-month leave of absence per the handbook. Swanson/Handshoe unanimous to approve up to a 6-month leave of absence for Jeremy Smuda.

Approve/Disapprove Decaling Apparatus – The new grass rig has been decaled. Swanson/Handshoe unanimous to approve \$5,064.28, the quote received from Transport Graphics, with the monies to be taken from the apparatus maintenance budget.

Discuss Liquidation of Fire Apparatus through K-Bid – Chief Case will check to see what the K-Bid set up fee is, and discuss at the next meeting. He will also generate a list of what items will be on the list to sell.

Discuss Update on Cell Phone – No update.

Road Report:

Zac Good presented the Town Board with pictures of plows that need work. There has been some flooding on 125th Street. There have been some issues with the roads that happened at the last snowplowing event (with photos handed out to the Town Board). There a potholes popping up everywhere.

Discuss Plow Replacement – To be added to the September 2018 agenda.

Review of Snowplowing Ordinance – The Snowplowing Ordinance will be reviewed and updated by Zac Good by the September 2018 meeting.

Approve/Disapprove Notice of Award, 2018 Crack Sealing Project, Fahrner Asphalt Sealers and Contract – Handshoe/Swanson unanimous to approve the 2018 Crack Sealing Notice of Award and contract to Fahrner Asphalt Sealers.

Approve/Disapprove Notice of Award, 2018 Bituminous Seal Coat Project, ASTECH and Contract – Swanson/Lawrence unanimous to approve the 2018 Bituminous Seal Coat and contract to ASTECH.

Discussion regarding Frontier Trails and the posts lying around and a key needed for the shed. Nick Anderson stated that he will make sure the contractor is notified.

Discuss/Approve/Disapprove Zac Good Attending LTAP Class – There are 3 classes Zac Good is interested in attending:

1. Minnesota Roadway Maintenance Training and Demo Day, May 17, 2018, Bemidji, MN, \$125.00. This class would include payment for mileage and an overnight stay. Schumacher/Rush unanimous to approve attending, mileage and time to drive and have the clerk find a hotel.
2. Transitioning into Leadership: Essential Skills for Supervisors, April 25, 2018, Lakeville, MN, \$125.00. Schumacher/Swanson unanimous to approve attending, mileage and drive time and no overnight stay.
3. Gravel Road Maintenance and Design, April 10, 2018, Duluth, MN, \$60.00. Rush/Lawrence unanimous to disapprove.

Approval of Consent Agenda – Rush/Handshoe unanimous to approve the Town Board Meeting Minutes of February 13, February 20, March 13, 2018 Board of Canvass.

CONDITIONAL & INTERIM USE PERMITS: None.

PLATS: None.

VARIANCES: None.

OLD BUSINESS:

County Planning & Zoning Report – Lawrence reported that everything that Baldwin had on the agenda passed. The church was on there with residents in attendance asking about open space plans. Apparently the residents did not have any contact from the church. A simple lot split was recommended for approval. Ray's Auto Body IUP was recommended for approval. Ray is maintaining half the property and questions arose on how his IUP going to be affected. The county needs to figure it out based on what the use will be. Solar farms in the county under construction but had a transfer of ownership so that had to go through the IUP process again. Lawrence did attend the stormwater meeting last month and Baldwin Township is the shining light regarding MS4.

Approve/Disapprove Gambling Permit, Fairway Shores, Zimmerman/Livonia Fire Department – Swanson/Rush unanimous to approve the charitable gambling operation at Fairway Shores.

Park Committee Report – Rush reported that the PYSBA has a check for the use of the ball field at Young Park. They are paying for last year at \$5 per child. Rush said he would like to get the poles when the weather gets nicer; then an estimate for the netting. Use of the ball field will probably start next month.

Approve/Disapprove Thank You Letter to Mark Fredrickson – Schumacher/Rush unanimous to approve the thank you letter to Mark Fredrickson.

Baldwin Volunteer Corps Update – Swanson reported that the Baldwin Volunteer Corps has 2 new members. The Corps is making tentative plans for the FunFest.

City of Princeton Council Report – Handshoe reported that the City of Princeton is looking at putting in a Kwik Trip either by Caribou Coffee or Walmart. Casey's purchased property across from the SA, and will close the current south location. A cell tower is being erected in the City Hall parking lot. The City okayed 4 firefighters and added one more for a total of 5. They are looking for grants to help fix the sewer backups.

Airport Advisory Board Report – Handshoe reported that there was no meeting.

TABLED ITEMS:

Approve/Disapprove Signing Off on MPCA Permit, Frontier Trails – Lawrence/Handshoe unanimous to table signing off on the MPCA permit for Frontier Trails until the May 7, 2018 regular meeting of Baldwin Township.

Approve/Disapprove Check Payable to Septic Check for Frontier Trails Final Payment – Lawrence/Handshoe unanimous to table the final payment to Septic Check for Frontier Trails until the May 7, 2018 regular meeting of Baldwin Township.

Approve/Disapprove Proposed Termination Language for Septic Check Contract Rush/Swanson unanimous to table the proposed termination language for the Septic Check Contract until the May 7, 2018 regular meeting of Baldwin Township.

Discuss/Approve/Disapprove Internet Service at Frontier Trails Control Panels Swanson/Handshoe unanimous to table action on the internet service at the Frontier Trails control panels until the May 7, 2018 regular meeting of Baldwin Township.

Discuss/Approve/Disapprove Group Life Insurance and/or Dental & Vision Insurance and/or Legal and Identity Theft Protection Through Minnesota Benefit Association – Schumacher motioned to approve the Silver Plan for group life insurance. Motion dies for lack of a second. Rush/Lawrence unanimous to deny group life insurance, dental and vision insurance and legal and identity theft protection through the Minnesota Benefit Association.

NEW BUSINESS:

Discuss/Approve/Disapprove Insurance Quote from Frontier Trails Equipment
Swanson/Handshoe unanimous to approve the insurance quote for the Frontier Trails equipment.

Discuss Non-Payment Issue of EMS Sign – The Clerk read a letter received from a resident protesting the payment of a replacement EMS sign. Discussion on why the sign was replaced. Swanson stated that the town's EMS sign ordinance states that there will be an EMS sign at every house. We were going to do the first one and future ones done by developer's and/or building permit or driveway access permits. These are for emergency purposes. If they want to go after the insurance company, it is totally up to them. From an emergency standpoint another one should be installed. The board instructed the Clerk to send a copy of the ordinance to the resident. Then, in September, if not paid the Town Board will address it then.

Approve/Disapprove Sherburne County City/Township Cleanup Day Events 2018 Grant Agreement – Lawrence/Swanson unanimous to approve the Sherburne County City/Township Cleanup Day Events 2018 Grant Agreement.

Discuss/Approve/Disapprove Revising Developer's Agreement to Eliminate EMS Sign Payment Requirement – Lawrence/Handshoe unanimous to table until the May 7, 2018 regular meeting of Baldwin Township.

Schedule Oath of Office & Reorganization Meeting (Must be After March 21) -
Rush/Handshoe unanimous to schedule the Oath of Office & Reorganization meeting to March 26, 2018 at 6:00 p.m.

Schedule Spring Road Tour – Lawrence/Swanson unanimous to schedule the Spring Road Tour for April 4, 2018 starting at 5:00 p.m.

Schedule Employee Reviews – Lawrence/Rush unanimous to schedule the 2 full-time employees for employee reviews on May 7 at 6:00 p.m.; and the 2 part-time employees on May 21 at 6:00 p.m.

Review Monthly Building Permits – The January 2018 building permits were reviewed.

ANNOUNCEMENTS:

- Oath of Office and Reorganization, March 26, 6:00 p.m., Town Hall
- Town Board Special Meeting, Wednesday, March 21st, 7:00 p.m.
- MAT Short Course, Tuesday, March 27th, St. Cloud
- County Road 38 Public Meeting, Tuesday, March 27th, 5:30-7:30 p.m., Town Hall

Any Other Business:

Rush met with the Princeton football team. He said they were excited to work at the Baldwin Township Clean-Up Day and want to thank the township for the opportunity.

Supervisor Lawrence excused himself from the meeting at 8:22 p.m.

Motion to Approve Bills for Payment – Swanson/Handshoe unanimous to approve for payment check numbers 21871 through 21935 and 6 EFT payments totaling \$48,353.19.

Adjournment – Handshoe/Rush unanimous to adjourn at 8:36 p.m.



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



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

4-2-18

Date

Attendees: Lester Kriesel, Scott Case, Travis Budean, Dan Plude, Kayla Walsh, Kara Schramel, Zac Good