

**BALDWIN TOWNSHIP OATH OF OFFICE, REORGANIZATION & REGULAR  
MEETING**

**March 21, 2016**

**Present** – Supervisors Jay Swanson, Brad Schumacher, Tom Rush and Randy Atwood. Supervisor Jeff Holm absent.

**Call to Order** – The March 21, 2016 Baldwin Township Oath of Office, Reorganization and Regular Meeting was called to order by Chairman Jay Swanson at 7:00 p.m.

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

**Additions/Corrections to Agenda**

- Add 'Surplus Furniture for Clerk's Office and Town Hall' to under New Business
- Add "Approve/Disapprove Reschedule Closed Employee Meeting to March 31, 2016 from April 11, 2016" to under New Business
- Add 'Approve/Disapprove Fire Department Hotel Training in Rochester up to \$1100' to under New Business
- Add 'Invoice for Fire Department for \$312.61 Beyond 90-Day Threshold' to under Old Business
- Add 'Discuss Park Looking for Possible Land for Ballfields and Community Center' to under Old Business
- Add 'Move Sheriff's Report' to after Approval of Regular Meeting Agenda

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

Schumacher/Rush unanimous to approve the regular meeting agenda as amended.

**Sheriff's Report** – Officer Wilson reported there were 169 calls for service in the month of February. There was discussion concerning the bus that is parked at Bell Auto. Swanson asked that the deputy be aware of someone cutting the corner and going through the ditch on 313<sup>th</sup> Avenue and 125<sup>th</sup> Street.

**Oath of Office (Supervisor "B")** – The Clerk administered the Oath of Office to Supervisor 'B' Larry Handshoe.

**Oath of Office (Supervisor "D")** – The Clerk administered the Oath of Office to Supervisor 'D' Tom Rush.

**Reorganization of Town Board:**

**Select Town Board Chair** – Handshoe/Rush unanimous to nominate Brad Schumacher as Town Board Chair. Handshoe/Rush unanimous to cease nominations. Brad Schumacher accepts the nomination. Supervisor Rush thanked Jay Swanson for his six years of being chair of Baldwin Township.

**Select Town Board Vice-Chair** – Handshoe/Swanson unanimous to nominate Tom Rush as Town Board Vice-Chair. Nominations closed. Tom Rush accepts the nomination.

**Review Town of Baldwin Organization List** – Swanson/Rush unanimous to approve the Town of Baldwin Organization list with changes.

**Confirm Transfer of Town Records to Newly Elected Officers** – The iPad has not been updated for Supervisor B.

**Approve/Disapprove Compensation Rates for Town Officers** – After discussion concerning eliminating the monthly base pay and increasing the hourly wage, Handshoe/Swanson unanimous to keep the monthly base pay the same and increase the hourly wage to \$18.00 per hour.

**Review Employee Safety Program (AWAIR)** – The Employee Safety Program was reviewed.

**Review Town Ordinance & Resolution Book** – The Town Ordinance & Resolution Book was reviewed.

**Approve/Disapprove Official Township Newspaper** – Handshoe/Rush unanimous to approve the Princeton Union Eagle as the official township newspaper.

**Approve/Disapprove Designated Legal Posting Areas** – Swanson/Rush unanimous to approve the Baldwin Town Hall and Marv's True Value as the designated legal posting areas.

**Suspend Meeting** - Rush/Handshoe unanimous to suspend the meeting at 7:30 p.m.

**Georgetown Project** – A bid submitted from Omann Brothers with bid bond included is \$124,784.70. A bid submitted from Rum River Contracting with bid bond included is \$119,859.60. A bid submitted from Knife River with bid bond included is \$126,306.40. A bid submitted from Hardrives with bid bond included is \$109,219.54. Supervisor Schumacher said that the engineers estimated for the project would be \$138,422.08. Rush/Swanson unanimous to approve the bid of Hardrives in the amount of \$109,219.54 with an accepted friendly amendment that Bogart Pederson & Associates review the bid.

**Open Meeting** - Rush/Swanson unanimous to reopen the regular meeting at 7:38 p.m.

**Approve/Disapprove Town Depository** – Swanson/Handshoe unanimous to approve Bremer Bank as the town depository.

**Affirm Current Regular Town Board Meeting Schedule** – There was discussion regarding the necessity of having two regular meetings a month. It was decided to hold

off confirming the current regular town board meeting schedule in order to make sure it will coincide with the planning commission schedule.

**Treasurer's Report:**

**March 2016 Preliminary Treasurer's Report** – The clerk reported receipts of \$55,377.35 and disbursements of \$70,382.68 (not including payroll), check numbers 20073 through 20097 and 5 EFT payments leaving an unaudited balance of \$682,651.18.

**Sheriff's Report** - See above.

**Open/Review Georgetown Addition Road Improvement Project Bids** - See above.

**Road Report:**

**Review/Approve/Disapprove/Award Georgetown Addition Road Improvement Project Bid** – See above.

**Approve/Disapprove Surveying Process for 136<sup>th</sup> Street** – Swanson/Rush unanimous to approve up to \$10,000 for soil borings for 136<sup>th</sup> Street.

**Approve/Disapprove Storing Equipment and Extra Salt at Livonia Township**  
Swanson/Handshoe unanimous to approve storing equipment and extra salt at Livonia Township.

**Approval of Consent Agenda** – Swanson/Rush motion to accept the consent agenda with a friendly amendment to exclude 'Approve Firefighter Kiel's Wage Claim for Various Dates'. After discussion, motion fails. Rush/Swanson unanimous to approve the Town Board Meeting Minutes of February 25, March 2 & March 8, 2016; approve Firefighter Kiel's Wage Claim for Various Dates; approve Sherburne County "City/Township Cleanup Day Events" 2016 Grant Agreement; and to approve Resignation of William Swigart from Fire Department.

**CONDITIONAL & INTERIM USE PERMITS:**

**Review/Approve/Disapprove Letter to Bell Auto** – Swanson/Rush unanimous to approve letter to Bell Auto as the final restitution to the bus issue.

**PLATS:** None.

**VARIANCES:** None.

**OLD BUSINESS:**

**County Planning & Zoning Report** – No report.

**Park Committee Report** – Rush reported that the township was in the third round for the Burlington Northern grant. The Twins Foundation grant was submitted on March 16 and thanked the Clerk for her help. He has talked to Jon Bogart about some numbers and may go out for bids on it. Swanson stated that he believed the dirt should be hauled out to the park. He will talk to Maintenance. Rush reported that the Park Committee met on March 17<sup>th</sup> and discussed grants and the approach to Goose Lake. The Park Committee wanted to bring to the town board's attention that they are looking for additional land. They are looking around County Road 2 and are looking for 20-40 acres. Maybe work with the school district if the town board is serious about a community center or future parks. Swanson stated that he is all for moving forward with something but feels that the location is too far north. Schumacher stated that the area is a flood plain location. Rush stated that they are looking at the 4 quadrants of the township that would answer demands for soccer and baseball fields. Handshoe suggested keeping it in the middle. Mike Rademacher stated that the area off of County Road 2 would open it up to a lot of grant funding. Milaca qualified for about \$500,000 plus for how they showed partnership with their parks. It would open the door to more state grants. Rush stated that, with the frontage road, high school and proximity to schools that they may be able to partner with the school district. Swanson stated that partnering with the school district is not a make or break thing for a community center. We need to discuss where we are going with this and it does not need to be north of County Road 2 to affect that. Rush stated that they discussed Legacy Grant dollars to get the land and going green with a community center. He reported that there is an opening on the Park Committee.

**Baldwin Planning Commission Update** – Town Board Representative Randy Atwood was not in the room. When he returned he reported that he did not attend nor did Swanson.

**Request for Comments in Regards to the Draft Agreement for Election Equipment Cost Share in Sherburne County** – Swanson/Handshoe unanimous to opt for the 4-year payback.

**Water Tender Update** – Chief Rademacher stated that a comprehensive update will be given at the meeting scheduled for March 31<sup>st</sup>. Schumacher asked for a couple of photos of the truck. Rush questioned if it is still scheduled for the beginning of May. Rademacher stated that they are waiting for the diamond plate work to be done along with sirens and lights. Swanson stated that he will donate diamond plate and fabrication of the doors. Rademacher thanked Swanson and Swantec.

#### **TABLED ITEMS:**

**Review/Approve/Disapprove Salt/Sand Shed Repair** – Handshoe/Rush unanimous to table until the regular Baldwin Township meeting of April 4, 2016.

**Richard Toomey** – Richard Toomey was present and asked about the status of the railroad ties east of him that are in the road right-of-way. The board was worried about

his truck and now, what about the railroad ties? Across the street from that would be the township responsibility. Fire trucks cannot get through. Selective? Schumacher stated that there is a process to follow before the meeting. Schumacher asked the Clerk if the letter was sent. The Clerk responded that the letter was sent but they never received it. She will send it again. Schumacher stated that after the road improvement project then road enforcement begins. It will get addressed in July.

#### **NEW BUSINESS:**

##### **Approve/Disapprove Resolution 16-05; Resolution Electing Not to Adopt Governmental Accounting Standards Board (GASB) Statement No. 68**

Swanson/Rush unanimous to approve Resolution 16-05; Resolution Electing Not to Adopt Governmental Accounting Standards Board (GASB) Statement No. 68.

**Approve/Disapprove Free Items for Clean Up Day** – Swanson/Handshoe unanimous to approve the free items of 4 free tires up to 16” and 1 free appliance.

**Approve/Disapprove Advertising for Air Compressor Sealed Bids** – Schumacher/Rush unanimous to disapprove advertising for air compressor sealed bids. Swanson/Handshoe unanimous to approve advertising at the normal posting places, the Baldwin Township Website, and on Facebook.

**Surplus Furniture for Clerk’s Office and Town Hall** – Rush/Handshoe motion to have maintenance and Supervisor Handshoe check out the surplus furniture for the clerk’s office and the town hall; and to approve up to \$1000 for chairs and a desk if the dimensions are correct. With voice vote taken Supervisors Schumacher, Handshoe and Rush in favor; Swanson opposed. Motion carries.

**Approve/Disapprove Reschedule Closed Employee Meeting to March 31, 2016 from April 11, 2016** – Rush stated that the Chief thought it may be better to have two meetings in one night. Swanson stated that when we have closed meetings it is closed for a reason. He does not want to shut down one meeting and go to another and suggests that we do not combine the meetings. Handshoe/Swanson motioned to leave the meetings as scheduled. Upon voice vote, the motion carried with Rush opposed.

**Approve/Disapprove up to \$1,100 for Hotel for Fire Training** – Swanson/Handshoe unanimous to approve up to \$1100 for the hotel for fire training.

**Approve/Disapprove Kirvida Fire Invoice for \$312.61** – Swanson/Handshoe unanimous to approve the Kirvida fire invoice dated January 17, 2016 for \$312.61.

#### **ANNOUNCEMENTS:**

The Princeton Golf Course has been refinanced and is now back up and running.

#### **ANY OTHER BUSINESS:**

Swanson stated that Supervisor Holm called him to inform him his job may take him away from the third Mondays of the month and was wondering if the board would entertain Thursdays. The third Thursday of the month is Park Committee meetings. Swanson stated that Thursdays in the summer he is usually heading north and in the winter. Schumacher questioned if the first Monday of the month still may work. Swanson stated that it was unclear.

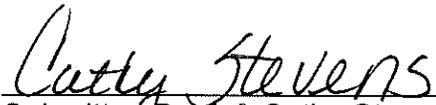
Swanson informed the board that a signing party for easements for Frontier Trails and hopefully construction will start in June. We need to talk to Bridget Chard on how to move forward if they do not come in and sign easements. Who came in that day was very happy.

Schumacher suggested that, with the town board organization, that Swanson be liaison to Frontier Trails with Handshoe being second.

Handshoe reported that he will be attending the Short Course tomorrow in St. Cloud. Swanson will also attend.

**Motion to Approve Bills for Payment** – Swanson/Handshoe unanimous to approve for payment check numbers 20073 through 20097 and 5 EFT payments totaling \$29,696.22.

**Adjourn** – Swanson/Handshoe unanimous to adjourn at 9:04 p.m.

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

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

4-4-16  
Date

Attendees: Lester Kriesel, Michael Rademacher, Richard Toomey, Kimberly Good