

## BALDWIN TOWNSHIP REGULAR MEETING

March 4, 2019

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

**Call to Order** – The March 4, 2019 regular meeting of Baldwin Township 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 'Approve/Disapprove Special Meeting Request for the Baldwin Township Planning Commission' to New Business
- Add 'Approve/Disapprove Clean-Up Day Grant Agreement with County' to New Business

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

**February 2019 Final Treasurer's Report** – Receipts of \$125,807.39 and disbursements of \$42,752.32, check numbers 22695 through 22781 and 11 EFT payments leaving an unaudited balance of \$1,484,223.94.

**March 2019 Preliminary Treasurer's Report** - The clerk/treasurer reported receipts of \$0.00 and disbursements of \$45,508.88 check numbers 22782 through 22821 and 3 EFT payments leaving an unaudited balance of \$1,438,715.06.

**Sheriff's Report** – None.

### **Road Report:**

**Approve/Disapprove 2<sup>nd</sup> Driveway, Prairie Creek Estates** – The Baldwin Planning Commission recommended approval for a Permit Application for Second Access to Township Road submitted by Joe Berger of 312<sup>th</sup> Avenue. Handshoe/Rush unanimous to approve the second access request.

**Review/Approve/Disapprove 305<sup>th</sup> Avenue Culvert Replacement Quote** – Five quotes were received for the culvert replacement on 305<sup>th</sup> Avenue at Battle Creek:

- TS Dirt Works for \$33,988.20
- Helmin Construction, Inc. for \$37,329.50
- Dirtworks, Inc. for \$45,587.00
- Brenteson for \$47,730.86
- Vonn's Trucking, Inc. for \$68,534.90

All permits are in place, and work can start after June 15, 2019 according to the DNR permit. Rush/Handshoe unanimous to approve TS Dirt Works for \$33,988.20. Nick Anderson will schedule a preconstruction conference with TS Dirt Works.

**Discuss/Approve/Disapprove Purchase of 2020 Freightliner** – Zac Good informed the Town Board that there is an option to add a scraper and rear wing for a price of \$12,577 through TBEI. Rush questioned if quotes were obtained from other municipalities. Good replied that there is not a lot of equipment out there. It would be the 1990 truck that would be sold and Good requested using TJ Fanberg Auction again as they did such a great job with the fire equipment. The total vehicle price would be \$184,154 with the 2 options. Currently, there is \$142,463 in the Capital Fund. Good explained that they are separate contracts with Boyer and TBEI and are a part of the state contract. There is a 30 day down payment after we order the chassis of \$92,227. Rush stated that he would like to get a used vehicle and believes the township could get 2 trucks for this dollar amount that are 10 years old or newer. Swanson stated that he would like to pay cash by utilizing the Capital Fund. Handshoe/Swanson motion to approve the purchase and include the belly blade and rear blade for a total of \$184,154. Upon voice vote, the motion carried with Rush opposed.

**Discuss Purchase of Skid Loader & Trailer** – In order to not be so dependent on contractors for summer work such as downed trees, Zac Good requested permission to get numbers for the purchase of a skid loader and trailer. It was decided that more information is needed especially if attachments are also being considered.

Good said he would like to propose a new policy to the Snow and Ice Policy. During this winter snowplowing season there have been a lot of mailbox issues. He said he would like to have the homeowners submit photos and receipts for reimbursement up to \$50. Discuss/Approve/Disapprove Rectification for Damaged Mailboxes is to be added to the April 1, 2019 agenda of the regular meeting of Baldwin Township.

Good is to gather numbers together for a potential purchase of a slurry coat machine so that Baldwin Township maintenance can do minor seal coating on the roads.

Swanson thanked the snowplow drivers for their hard work and dedication during this winter's plowing season.

#### **Fire Department Report:**

**Approve/Disapprove Request to Not Respond to Non-Emergency Medical Calls** - Rush/Handshoe unanimous to table the request to not respond to non-emergency medical calls to the April 1, 2019 regular meeting of Baldwin Township.

**Approve/Disapprove Resolution 19-02; Resolution Accepting Donations** – Rush/Handshoe unanimous to approve Resolution 19-02; a Resolution Accepting Donation of \$695.00 from the Zimmerman Fire Department. Assistant Chief Fischer said that this amount would purchase and replace one Mustang suit.

**Discuss Delivery Problems with P.O. Box Mail** – It was discussed that a secure mailbox would be installed at the township in the spring of the year.

**Approval of Consent Agenda** – Rush/Handshoe unanimous to approve the Town Board Meeting Minutes of February 4, 2019 (budget meeting) and the February 4, 2019 regular meeting minutes; and to approve the Payroll Check for Chad Miller (Originally Issued June 18, 2018).

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

**PLATS:**

**Approve/Disapprove Final Plat, Baldwin Estates, Section 23** – Nick Anderson sent a letter to Sherburne County recommending approval of the final plat for Baldwin Estates. Sherburne County has been waiting for Town Board approval. There are questions regarding the conditions of the road. Handshoe/Rush unanimous to approve the final plat for Baldwin Estates, Section 23.

**Approve/Disapprove Baldwin Estates Developer's Agreement** – Nick Anderson said that the developer has signed the Developer's Agreement but would like to inspect the road. The Town Board agreed that they need to take a look at the road. Swanson further said that since it's private property, the owner is responsible for plowing. Handshoe/Rush unanimous to table action until the April 1, 2019 regular meeting of Baldwin Township. Anderson said that the county surveyor has not yet put out any comments.

**Approve/Disapprove Misty Hollow Developer's Agreement** – Greg Wersal was present with a list of changes he would like to see in the Developer's Agreement. He would like the \$213,000 to say cash or letter of credit. Swanson stated that, in the past, it has always been a letter of credit and never cash. Swanson is all for the housekeeping of other items within the Developer's Agreement. The agreement was put together by Bogart, Pederson & Associates had has been used for years. Mr. Wersal stated that he would like to reflect in the meeting minutes that he is an attorney. Final plat approval is on the agenda for the county board on March 12. Swanson stated that the furthest the Town Board could go tonight would to be either table until the 18<sup>th</sup> of March or, at the very most, approve contingent on rewriting the Developer's Agreement and then approve on the 18<sup>th</sup>. Mr. Wersal stated he would like it to say cash or letter of credit. His other concern is that paragraph 3, subparagraph f: his concern is that he would like to build houses as soon as possible. Lots 9 and 10 are not on a local road and have access off of County Road 87. He was hoping he could exempt out lots 9 and 10. With the way the Developer's Agreement is written there is no way to build a model homes. Swanson stated that he is of the opinion that lots 9 and 10 are part of the plat and excluding those lots would muddy the water. The Town Board will discuss at the regular meeting on March 18<sup>th</sup>. Mr. Wersal asked the Town Board to reconsider the 1.5 rate for line 6 on Exhibit A of the Developer's Agreement. He is asking the Town Board to consider if necessary for three reasons: 1) we had several bids on

construction this road; 2) we are asking contractor for security bond which will cover himself and the township; and 3) seems excessive at 1.5 x line 6. Swanson stated that the township would really like to see the road get finished and, if it goes like some have, it may take a few years. Discussion on bank charges. Nick Anderson stated that 1.5 is still common in this area; however, Livonia has allowed a lower percentage. Handshoe/Rush unanimous to table until March 18.

**VARIANCES:** None.

**OLD BUSINESS:**

**Park Committee Report** – Rush reported that the comprehensive plan was discussed at the last Park Committee meeting. Also discussed was the thought of raising the park dedication fee amount as well as having Baldwin Township consider collecting and managing their own fund like Livonia does. The Park Committee met with the Planning Commission on February 27, 2019 to discuss focusing on areas within Baldwin Township to build parks.

**Discuss/Approve/Disapprove Young Park West Lot Gate** – Artistic Ornamental Iron is willing to install, build, paint and donate a fence to the west lot of Young Park. Rush/Handshoe unanimous to table until the March 18, 2019 regular meeting of Baldwin Township.

**TCI Baldwin Volunteer Corps Update** – The Baldwin Volunteer Corps met on February 25 to discuss the FunFest. The funds are minus \$100. Discussion involved having a car show, advertisement, looking into a helicopter landing, volunteers and maybe trying a softball tournament.

**Planning Commission Report** – Liaison Lawrence not present.

**City of Princeton Council Report** – Handshoe reported that the round-about is scheduled to start June 3 through August 15. Baldwin Township needs to contact the county to find out what their share of the cost is.

**Airport Advisory Board Report** – Handshoe reported that the Princeton Airport Advisory Board is still working on property issues.

**Approve/Disapprove Check Payable to Septic Check in the Amount of \$3,797.26**  
After meeting with Septic Check it was found that there was a great disconnect in communication between the engineering firm, Septic Check and the township. Septic Check submitted legitimate costs for their services. Rush/Handshoe unanimous to approve payment to Septic Check in the amount of \$3,797.26.

**Approve/Disapprove Check Payable to Septic Check in the Amount of \$8,389.45**  
Rush/Handshoe unanimous to approve check payable to Septic Check in the amount of \$8,389.45.

**Discuss/Approve/Disapprove Requesting Frontier Trails Service Provider Request for Proposals** – Rush/Handshoe unanimous to approve service provider request proposals for Frontier Trails. There was already a meeting with Natural Systems Utilities. Septic Check will also be contacted.

**TABLED ITEMS:**

**Discuss/Approve/Disapprove Copy Machine Replacement** – Rush/Handshoe unanimous to approve purchasing a Ricoh IM C3000 copy machine for the amount of \$7,995.00.

**Discuss/Approve/Disapprove RBs Computer Service Estimate** – Rush/Handshoe unanimous to approve the computer server and workstations quote of \$16,035.69 from RB's Computer Service.

**Review/Comment on Sherburne County Proposed Zoning Ordinance Amendments** – Rush/Handshoe unanimous to approve having the township clerk send to Sherburne County the comments that have been received for the proposed zoning ordinance amendments.

**NEW BUSINESS:**

**Approve/Disapprove Gopher State Utility Application Sent to Township Engineer** Handshoe/Rush unanimous to approve having the township engineer fill out the Gopher State Utility Application and do whatever is necessary to fulfill any mapping of the utilities.

The Town Board would have no problem with TS Dirtworks parking their equipment on the side of the road when working on County Road 38.

**Schedule Oath of Office & Reorganization Meeting (Must be after March 21)** - Rush/Handshoe unanimous to schedule the Oath of Office and Reorganization Meeting to Tuesday, March 26, 2019, 7:00 p.m.

**Approve/Disapprove Attending MAT Spring Short Course, Tuesday, March 26, St. Cloud** – Rush/Handshoe unanimous to approve attendance at the MAT Spring Short Course scheduled Tuesday, March 26, 2019 in St. Cloud.

**Schedule Spring Road Tour** – Rush/Handshoe unanimous to table the spring road tour until the April 15, 2019 regular meeting of Baldwin Township.

**Review Monthly Building Permits** - The February 2019 building permit list was not available for review.

**Approve/Disapprove Special Meeting Planning Commission, March 20, 2019** -

Handshoe/Rush unanimous to approve a special meeting of the Baldwin Township Planning Commission for March 20, 2019.

**Approve/Disapprove Clean-Up Day Grant Agreement with County – Rush/**  
Handshoe unanimous to approve the Clean-Up Day grant agreement with Sherburne County.

**Announcements:**

- Public Accuracy Test, Thursday, March 7, 2019, 10:00 a.m.
- Town Hall Office Open for Absentee Voting, Saturday, March 9, 2019, 10 a.m.- Noon
- Annual Election, Tuesday, March 12, 2019. Polls Open at 10:00 a.m. and Close at 8:00 p.m.
- Annual Meeting, Tuesday, March 12, 2019, 8:01 p.m., Baldwin Maintenance Building
- Board of Canvass, Tuesday, March 12, 2019 Immediately Following Annual Meeting

**Any Other Business:**

Handshoe brought up an issue of a resident on a private road that had requested salt for their road. The Township will not provide salt for any private roads.

Handshoe stated that a call came in with a request for the Township to open access to community septic easements. The Township will not plow but move the snow. The easement needs to be marked.

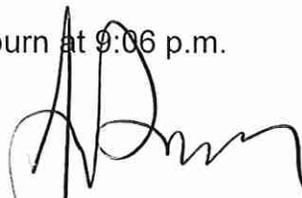
Rush asked Good to start contacting the hockey team for volunteer sign-up on Clean-Up Day. Rush said he would work with the football team. Both teams will be asked to be available for roadside clean-up at 4:00 p.m. the Friday before Clean-Up Day.

**Motion to Approve Bills for Payment – Rush/Handshoe** unanimous to approve for payment check numbers 22782 through 22821 and 3 EFT payments totaling \$46,822.34.

**Adjourn – Handshoe/Rush** unanimous to adjourn at 9:06 p.m.



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



Approved By: (s/) Jay Swanson  
Chairman, Board of Supervisors  
Baldwin Township

4-1-2019

Date

**Attendees:** Greg Wersal, Zac Good, Nick Anderson, Kimberly Good, Brad Fritch, Seth Monroe