

## **Baldwin Township Regular Meeting**

**May 7, 2018**

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

**Call to Order** – The May 7, 2018 regular meeting of Baldwin Township was opened at 7:02 p.m. by Vice-Chairman Jay Swanson.

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

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

- Move “Approve/Disapprove 17’ Variance to the OHWL of Little Diamond Lake for New in Ground Pool, Section 31” to after Sheriff’s Report
- Move “ Approve/Disapprove 50’ Variance in Setback from the Right of Way of 290<sup>th</sup> Avenue for an Addition to Existing Detached Garage” to after Sheriff’s Report
- Move “Discuss Possible 2<sup>nd</sup> Floor Addition to Garage, Elk Point” to after Sheriff’s Report
- Add “Discuss Road Restrictions in Township” to Road Report
- Add “Discuss/Approve/Disapprove Summer Help Maintenance Position” to New Business
- Add “Discuss/Approve/Disapprove No Motorized Vehicles at Lake Diann” to Park Report
- Add “Discuss/Approve/Disapprove Wahl Gopher Control” to Park Report
- Add “Joint Powers Agreement for Striping” to Road Report
- Add “Loop the Lake/Andie Bumgarner” to before the Fire Department Report

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

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

**April 2018 Final Treasurer’s Report** – Receipts of \$13,279.86 and disbursements of \$51,044.32, check numbers 21941 through 22021 and 6 EFT payments leaving an unaudited balance of \$1,508,324.12.

**May 2018 Preliminary Treasurer’s Report** – The clerk reported receipts of \$0 and disbursements of \$26,414.76, check numbers 22022 through 22062 and 1 EFT payments leaving an unaudited balance of \$1,481,909.36.

### **VARIANCES:**

**Approve / Disapprove 17’ Variance to the OHWL of Little Diamond Lake for New in Ground Pool, Section 31** – Ted and Paula Heppner are requesting a 17’ variance to the Ordinary High Water Level of Little Diamond Lake for a new in-ground pool. The required setback is 150’ from the Ordinary High Water Level. The Heppner’s would like

to install the pool on the east side of the house for visibility and safety reasons. Lawrence informed the town board that the Planning Commission was in approval of the request for a variance. Lawrence/Rush unanimous to approve the 17' variance to the OHWL of Little Diamond Lake for a new in ground pool which includes an accepted friendly amendment made by Swanson to include that the findings of the Baldwin Township Planning Commission are made available to the county.

**Sheriff's Report** – Officer Wilson reported there were 218 calls for service in the month of April 2018. It was requested that the sheriff's department monitor both sides of County Road 9 because of safety issues. Because there have been notifications of nuisance dogs on 104<sup>th</sup> Street, Officer Wilson said he would like to be able to review the Baldwin Township Animal Ordinance. There have also been ATV complaints on 133<sup>rd</sup>. Rush stressed that there are no horses allowed at Young Park, and that signs have been posted.

#### **VARIANCES (CONTINUED):**

**Approve / Disapprove 50' Variance in Setback from the Right of Way of 290<sup>th</sup> Avenue for an Addition to Existing Detached Garage** - Myron and Kathleen Cooper are requesting a 50' variance in setback from the right of way of 290<sup>th</sup> Avenue for an addition to the existing detached garage. The Coopers' indicated that the tornado damaged the garage which has prompted them to consider making changes to the height of the garage roof in order to obtain additional storage. The Coopers' stressed that the addition to the existing detached garage is for storage purposes only, and not living quarters. Lawrence said that the Baldwin Township Planning Commission recommended approval since there was no change in the footprint, although there was discussion on the upgrade of the septic system. Rush/Handshoe unanimous to approve the Coopers' request for a 50' variance in the setback from the right of way of 290<sup>th</sup> Avenue for an addition to an existing detached garage.

**Discuss Possible 2<sup>nd</sup> Floor Addition to Garage, Elk Point** – Rudy Wicklander is looking to add a second level to the existing garage for storage at the location of 14043 – 290<sup>th</sup> Avenue NW. He said that before approaching the county, and paying for the costs involved, he decided to solicit the opinions of the Town Board about the plausibility of the construction. The Town Board indicated that they would be in favor of the proposed construction.

**Loop the Lake/Andie Bumgarner** - Andie Bumgarner was present to speak about the 5-year anniversary of the 9k and 5k Loop the Lake run slated for June 30<sup>th</sup> starting at 8:00 a.m. at Ridgewood Bay Resort on Little Elk Lake. Lawrence/Rush unanimous to grant township endorsement for the 2018 Loop the Lake.

**Fire Department Report** - There was no representative present. Handshoe/Lawrence unanimous to keep open until the end of the meeting.

**Discuss Liquidation of Fire Apparatus through K-Bid** – See above.

**Discuss/Approve/Disapprove Mutual Aid Agreement with City of Milaca – See above.**

**Road Report:**

**Reschedule Road Tour –** The road tour has been rescheduled to June 11, 2018 starting at 7:00 p.m.

**Discuss Road Restrictions in Township –** The Township has been fairly successful preserving the Township roads because of surrounding restrictions on the county roads even though the Township doesn't have any ordinances or resolutions concerning road restrictions. As the Township experiences new growth, and the potential repercussions of construction equipment damaging roads because of the growth, it was discussed that those issues would be addressed at that time as well as perhaps holding the developers responsible for repairs. It was suggested that perhaps the Baldwin Township Planning Commission could review the Developer's Agreement; or a policy could be drafted that addresses road restrictions and the destruction of roads.

**Joint Powers Agreement with Sherburne County for Striping –** Handshoe/Rush unanimous to approve entering into a Joint Powers Agreement with Sherburne County for striping.

**Road Report 2018** submitted by Zac Good for the May 2018 meeting:

**Roads:**

- 96<sup>th</sup> Street; area around culvert is breaking up; pictures available
- 100<sup>th</sup> Street north of 294<sup>th</sup>; area around culvert has been muskrat invested; subgrade around culvert has been undermined creating large cavity; pictures available
- 305<sup>th</sup> west of County Road 45; culvert has been plugged by beaver; West Branch Incorporated was called out to open up culvert
- Currently Craig Hilburn is working on trapping beaver; Will be setting traps once the water level is lower
- Culvert is running

**Maintenance Shop:**

- Maintenance Help needed ASAP

**Frontier Trails:**

- Who is maintaining the mound systems and pump area?
- Grass needs to be cut to comply with MPCA requirements; Septic Check has done this in the past at the rate of \$125 to \$150 hourly

**Trucks:**

- #7 replacement of steer tires; quote C.F.S. at \$921.36 (Goodyear G289)

**Park:**

- No Motorized vehicles signs installed at 133<sup>rd</sup> along entrance of Lake Diann
- Sprinkler system needs to be extended to cover sod installed last fall; \$500 or less for materials

- Several sprinkler heads have plugged with silica sand as before the well screen was installed
- At least one sprinkler valve is failing (will not completely shut down)
- Gopher control needed; Wahl Wildlife pest control; \$350; traps checked weekly and one charge for the season from the time he starts until freeze up
- \$350 (7 gophers @\$50 per gopher; any gophers after 7 will be free)

Swanson said he would like to have Nick Anderson from Bogart, Pederson take a look at the culverts, and come up with a plan regarding the wetlands around 96<sup>th</sup> Street and 100<sup>th</sup> Street.

The beavers causing the plugged culvert on 305<sup>th</sup> Street will be trapped.

Swanson/Handshoe unanimous to obtain a quote from Septic Check concerning mowing around the mound systems and pump areas at Frontier Trails two times a year.

Handshoe/Lawrence unanimous to approve replacing the tires on truck #7 with Goodyear tires to include mounting, balancing and disposal of old tires.

Lawrence/Handshoe unanimous to purchase 'No Motorized Vehicle' signs at 133<sup>rd</sup> Avenue along the entrance to Lake Diann.

Rush/Handshoe unanimous to approve up to \$500 for sprinkler system materials for Young Park. The sprinkler valve that is not completely down probably needs to be dug up with the valve either cleaned out or replaced.

Lawrence/Handshoe unanimous to approve using Wahls Wildlife services to trap gophers at Young Park ballfield and playground area for \$350 per year. Wahls Wildlife will need to show proof of insurance and bonding.

An ad for summer maintenance help will be done as soon as possible.

**Approval of Consent Agenda** – Rush/Handshoe unanimous to approve the Town Board meeting minutes of April 16, 2018; to approve the Postal Permit Renewal at a cost of \$225.00; and to approve the Corporate Authorization Certificate for Safe Deposit.

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

**PLATS:** None.

**OLD BUSINESS:**

**Park Committee Report** – Lawrence/Handshoe unanimous to approve erecting the poles and installing the netting at the Young Park ballfield. Lawrence stated that he was under the impression that the teams were supposed to drag the fields. Rush stated that

the drag is in the shed and he doesn't know if it has been used. Zimmerman is using the field and needs to coordinate their time with the Township and PYSBA.

Maintenance will contact the football team and/or the boy scouts to see if they will be willing to volunteer to stain the boardwalks. The availability of Sentence to Serve will also be looked into.

**TCI Baldwin Volunteer Corps Update** – No report.

**Planning Commission Report** – Lawrence reported that the Planning Commission is going through the comprehensive plan in order to make it more user friendly. There may be a need to publicize for positions since the terms of two of the previous commissioners expired and they did not choose to reapply. Rush/Handshoe unanimous to approve running an ad for both planning commission and park committee applicants.

**County Planning Commission Report** – Swanson stated that it was a fast meeting until Marc Schneider got involved. The discussion was about variances around lakes as 239 variances were looked at by the county last year. Should we become less restrictive? He would like Marc to come here for more conversation at a meeting.

**TABLED ITEMS:**

**Approve/Disapprove Proposed Termination Language for Septic Check Contract** - Lawrence/Handshoe unanimous to table the propose termination language for the Septic Check contract to the May 21, 2018 regular meeting of Baldwin Township.

**Discuss/Approve/Disapprove Revising Developer's Agreement to Eliminate EMS Sign Payment Requirement** – Lawrence/Handshoe unanimous to delete the EMS sign payment requirement from the Developer's Agreement.

**Approve/Disapprove Signing Off on MPCA Permit, Frontier Trails** – Lawrence/Handshoe unanimous to table signing off on the Frontier Trails MPCA permit until the May 21, 2018 regular meeting of Baldwin Township.

**Discuss/Approve/Disapprove Internet Service at Frontier Trails Control Panels** - Lawrence/Handshoe unanimous to disapprove installing internet service at the Frontier Trails control panels.

**Approve/Disapprove Letter to Sherburne County Public Works Regarding County Road 38 Stop Signs** – Andrew Witter is aware of the concerns regarding County Road 38 stop signs. Lawrence/Handshoe unanimous to table until the May 21, 2018 regular meeting of Baldwin Township.

**Approve/Disapprove Termination of Seasonal Snowplow Drivers** – Rush/Handshoe unanimous to terminate the seasonal snowplow drivers.

## **NEW BUSINESS:**

**Discuss/Approve/Disapprove RFP's for Yearly Audit** – Handshoe/Lawrence unanimous to disapprove soliciting requests for proposals for the yearly audit since they would like to continue using Schlenner Wenner for the yearly audit.

**Approve/Disapprove Attending Township Legal Seminar, Thursday, June 14<sup>th</sup>, Albertville City Hall** – Lawrence/Handshoe unanimous to approve attending the Township Legal Seminar to be held on June 14, 2018 at the Albertville City Hall.

**Approve/Disapprove Clerk and Deputy Clerk Attending Election Equipment Training Monday, May 14<sup>th</sup>, 9:00 a.m.-11:00 a.m.** – Lawrence/Handshoe unanimous to approve for the clerk and deputy clerk to attend the Election Equipment Training on Monday, May 14, 2018 from 9:00 a.m. to 11:00 a.m.

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

**Discuss/Approve/Disapprove Summer Help Maintenance Position** – Discussion regarding reaching out to the Fire Chief to determine if there are any firefighter's willing to help in the interim as they are already Township employees. Discussion regarding hiring 2 individuals for summer help. Rush stated that the firefighters that fill in would be paid \$15.00/hour. The job will be posted and published. Rush/Handshoe unanimous to pay up to \$14.00/hour with 20-30 hours per week not to exceed 32 hours. A friendly amendment was made by Swanson to include posting and publishing. The friendly amendment was accepted. Good stated he would appreciate the board's discretion to use Brian Torborg for mowing, if needed. The board stated 'yes'. Rush/Lawrence unanimous to have the Maintenance Supervisor reach out to the Fire Chief to extend part time help at \$15.00/hour as temporary help as needed. Discussion regarding using Indeed for the posting the job and if there was any cost involved.

### **Announcements:**

- Clean Up Day, Saturday, May 19, 8:00 a.m.-Noon
- Employee Reviews, Monday, May 21, 6:00 p.m.

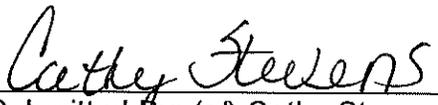
### **Any Other Business:**

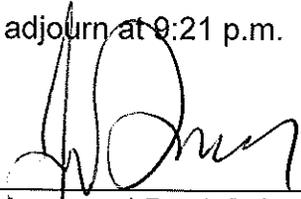
A liability waiver was sent out to the football team for Clean Up Day. On Friday, May 18 there will be 10 to 12 kids available from 3:30 to 6:30; and 15 to 20 kids available on Saturday. The football team is doing a golf tournament fundraiser and has asked if they can hand out flyers. Swanson gave an okay as long as doing so doesn't hold up the line of cars arriving for the Clean Up Day event. There will be 40 kids available on Saturday from the Hockey Association.

The clerk stressed that any discussion at the closed employee reviews needs to stay between the Town Board and the employee.

**Motion to Approve Bills for Payment** – Rush/Handshoe unanimous to approve for payment check numbers 22022 through 22062 and 1 EFT payment totaling \$33,051.51.

**Adjournment** – Rush/Handshoe unanimous to adjourn at 9:21 p.m.

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

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

5-21-2018  
Date

Attendees: Lester Kriesel, Kayla Boeke, Ted Heppner, Shane Carlson, Zac Good, Rudy Wicklander