

## BALDWIN TOWNSHIP REGULAR MEETING

November 13, 2018

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

**Call to Order** – The Baldwin Township regular meeting of November 13, 2018 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 Medical Leave" under Fire Department Report.
- Add "Discuss Planning and Zoning" under New Business

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

**October 2018 Final Treasurer's Report** – Receipts of \$16,926.67 and disbursements of \$107,181.38, check numbers 22421 through 22473 and 8 EFT payments leaving an unaudited balance of \$1,279,003.00.

**November 2018 Preliminary Treasurer's Report** - The clerk reported receipts of \$0.00 and disbursements of \$23,895.26 (not including payroll), check numbers 22474 through 22513 and 3 EFT payments leaving an unaudited balance of \$1,251,393.99.

**Sheriff's Report** - Officer Wilson reported there were 167 calls for service in the month of October. Supervisor Rush explained that the animal control issue has not changed although Baldwin Township is still trying to find a place to take the impounded dogs. At this time each situation is being treated on a case by case basis.

### **Fire Department Report:**

#### **Approve/Disapprove lamResponding Subscription Renewal Agreement -**

There was discussion regarding possible changes in technology during the contract and a \$10 telephone call cost. Handshoe/Rush unanimous to approve a 5-year contract with paying for the contract in full. Handshoe/Rush unanimous to accept the friendly amendment from Swanson to use funds for payment from the cell tower fund.

**Discuss/Approve/Disapprove Mutual Aid Agreement with City of Princeton & Mills Lacs County** – Lawrence/Rush unanimous to table action until the December 17, 2018 regular meeting of Baldwin Township. Baldwin Township Fire Chief Scott Case informed the Town Board that the name should be changed to Sherburne County Mutual Aid Agreement.

**Approve/Disapprove Utilizing BCA for Firefighter Background Checks at a Cost of \$15/Each** – After review of the forms, the total for each background check would be

\$32.00. Lawrence/Swanson unanimous to move forward with future firefighters through the county and BCA at a cost of \$32.00 each.

**Approve/Disapprove Medical Leave** – Rush/Handshoe unanimous to approve medical leave for Robin Fischer from November 19, 2018 through January 7, 2019 although light duty at the fire chief's discretion can be allowed.

**Fire Report** – The Baldwin Township Fire Department has been concentrating on community outreach and public education.

**Road Report:**

**Approve/Disapprove Children at Play and Autistic Child at Play Sign(s) Which Cost Will be Reimbursed to Township, Prairie Creek Estates** – Lawrence/Handshoe unanimous to approve the Children at Play and Autistic Child at Play signs for Prairie Creek Estates with the understanding that the money for the signs will be reimbursed by Sherburne County through a family support grant program.

**Road Report Submitted by Maintenance Supervisor:**

**Roads**

- 305th west of County Road 45 – Culvert is sinking and currently there is a large depression over the culvert. Barrel cones have been placed at the depression.
- Sherburne County has trapped two beaver from the culvert area and dislodged the beaver blockade on November 9.
- Resident in Prairie Creek Estates is requesting a letter from the township stating that the township is aware of the request to install an Autistic Child at Play sign be placed along with a Children at Play sign at two locations north and south of their home. The cost of the Autistic Child at Play sign will be reimbursed through a family support grant.

Hanson Tree Service will be starting this week.

Seasonal plow driver meeting to be held this month.

**Truck**

- Waiting on quote to replace #3 radiator.
- #10 is at CFS for an emissions problem.

**Park**

- 'T' posts to be installed at park.

**Motion to Close Regular Meeting** – Lawrence/Handshoe unanimous to close the regular meeting at 7:30 p.m.

**Motion to Open Public Hearing to Certify Delinquent Community Sewer Treatment Fees and Review 2019 Budget for Frontier Trails** – Lawrence/Handshoe unanimous to open the public hearing at 7:30 p.m.

There were no public comments. The Town Board discussed how to reduce professional service costs. Discussion regarding possibly having to use a different engineering service with Jon Bogart's retirement. Discussion on Micro C and lower cost

alternatives. Individual homes are pumped on a 2-year schedule. Lawrence stated that Septic Check will not be paid without notifying us with work being done. It should not be any surprises and has to be part of the policy. Swanson referenced University of Minnesota Extension courses that the township could approve the maintenance employee attending which would ensure overseeing by our maintenance department.

**Motion to Close Public Hearing** – Lawrence/Handshoe unanimous to close the public hearing at 7:46 p.m.

**Motion to Reopen Regular Meeting** – Rush/Handshoe unanimous to reopen the regular meeting at 7:46 p.m.

**Continue Road Report** - The Town Board said to have Nick Anderson get involved with the 305<sup>th</sup> Avenue culvert in order to try to have the work done this year. According to the maintenance supervisor the EMS signs will be installed soon.

**Approval of Consent Agenda** – Rush/Handshoe unanimous to approve the Town Board Meeting Minutes of October 15, 2018; to approve Bremer Bank Business Signer Change Authorization for 2 Accounts; to approve the Safe Deposit Box Lease and Corporate Authorization Certificate for Safe Deposit; and to approve the Planning Commission 2019 Meeting Schedule.

**CONDITIONAL & INTERIM USE PERMITS:**

**Approve/Disapprove Amending Existing C.U.P. by Changing the Legal Description, Section 26, David Jones** – Lawrence/Handshoe unanimous to approve amending the existing C.U.P. by changing the legal description for an accessory building in Section 26 of the Leech Addition as requested by David Jones.

**PLATS:** None.

**VARIANCES:** None.

**Approve/Disapprove Resolution #18-11; Resolution Certifying Delinquent Community Sewer Treatment Service Fees and Related Interest** – Lawrence/Rush unanimous to approve Resolution #18-11; a Resolution Certifying Delinquent Community Sewer Treatment Service Fees and Related Interest.

**OLD BUSINESS:**

**Park Committee Report** – Rush reported there was no meeting due to a lack of quorum. The gate at Young Park needs to be discussed and poles for the backstop need to be installed before Spring. He has been trying to contact West Branch Construction and Erickson Asphalt to find out what the cost difference is for blacktop or Class 5 at Goose Lake Park. The committee would like to plan a meeting with either the Planning Commission or Town Board to discuss their comprehensive plan. The last plan was done in 1996.

**Schedule Joint Meeting with Park Committee/Planning Commission** – A meeting is scheduled for January 16, 2019 at 7:00 p.m. with the Baldwin Town Board, the Park Committee and Planning Commission.

**Review/Approve/Disapprove Affidavit(s) of Restitution, Young Park** – Handshoe/Rush unanimous to approve the Affidavit of Restitutions for damages done at Young Park.

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

**Planning Commission Report** – Swanson informed the Planning Commission about a potential expansion to the north of the property known as Sherburne Village. The new owner's intention is to build a retirement community on a 50 acre parcel north of the trailer park. The county has said absolutely not citing septic reasons. We have someone who wants to do something in this town and the county is saying no. Swanson was hoping the gentleman would be at that meeting but was not.

Lawrence informed the Town Board that the county meeting is on Thursday with some proposed changes to the Board of Adjustment that we have not seen as a township.

**Discuss Animal Impounding for Stray Dogs** – See above under Sheriff's Report.

**TABLED ITEMS:**

**Approve/Disapprove Second Driveway, Prairie Creek Estates, Lot 2, Block 2 – JDA Builders** – Handshoe/Lawrence unanimous to disapprove the second driveway in Prairie Creek Estates that was requested by JDA Builders.

**Discuss/Approve/Disapprove Joint Project with Sherburne County to Place 6" Edgeline Stripes on Township Major Roadways** – There was discussion on how many roads and how many miles of roads would be involved as well as if connector roads would be included. Handshoe/Rush unanimous to table until the November 19, 2018 regular meeting of Baldwin Township.

**Approve/Disapprove Payment of Check #22367, Payable to Couri & Ruppe, \$105.00** – Lawrence/Handshoe unanimous to disapprove payment of check #22367 payable to Couri & Ruppe in the amount of \$105.00.

**Approve/Disapprove Payment of Check #22413, Payable to Septic Check, \$3,797.26** – Lawrence/Handshoe unanimous to disapprove payment of check #22413 payable to Septic Check in the amount of \$3,797.26.

**Approve/Disapprove New Cell Phone/iPad Service/Contract Through Sprint** - Rush/Handshoe unanimous to table action on a cell phone/iPad Service through Sprint until the December 17, 2018 regular meeting of Baldwin Township.

**Discuss/Approve/Disapprove Gate Locking at South Sandy Lake Access –** Maintenance employee Zac Good recommends keeping the gate open from the first freeze to the first thaw. The area has been labeled as a beach since 1908. Swanson stated that Labor Day and Memorial Day were picked at the beginning to allow the use by the people and would suggest leaving it at the same dates. There was a legitimate reason for keeping it locked as it was wet. Lawrence/Rush unanimous to approve unlocking the gate immediately.

**NEW BUSINESS:**

**Discuss Planning and Zoning –** Swanson stated that we need to move into planning and zoning. There is a vast difference as to what we would allow in this town than what the county will allow. Lawrence stated that there would be no savings but more control. Swanson stated that if we can come into some agreement with the city and the county is saying no we are tying our own feet to the floor. Swanson would like to see the town within 6 months to one year take over all planning and zoning. Rush stated that the town needs to do their due diligence as it would entail a full time person doing planning and zoning and additional staff. The town is already short Planning Commission members. There should be a feasibility study on how much it will cost taxpayers. Lawrence stated that a great example is how all costs for plats are paid for by the developer. Swanson stated that change is necessary and suggested a contract basis with Bridget Chard and have a ballot question in March on approval/disapproval of a township administrator. She would handle sewer issues, tax issues and planning and zoning issues. He would like the okay to talk to Bridget Chard and get a picture of what it would entail and costs. He would like her to put a proposal together. Lawrence stated that we need to give the county a 12 month notice. Swanson will ask Bridget Chard to give a quote on what it would take to be a planning and zoning administrator prior to making a proposal for Option C on the March ballot.

**Schedule Joint Meeting with Planning Commission (Preferably 11/28 Planning Commission Meeting or Special Meeting) at the Request of Planning Commission Chair –** Planning Commission Chairman Richard Marshall is requesting a joint meeting with the Town Board to discuss the anomalies between the county's comprehensive plan and Baldwin Township's comprehensive plan. Town Board members will attend the Planning Commission's November 28, 2018 meeting.

**Schedule Budget Meeting –** Scheduled for December 10, 2018 at 7:00 p.m.

**Approve/Disapprove 2019 Meeting Schedule –** Rush/Handshoe unanimous to approve the 2019 meeting schedule.

**Review Monthly Building Permits –** The September and October 2018 building permit lists were reviewed.

**ANNOUNCEMENTS: None.**

**ANY OTHER BUSINESS:**

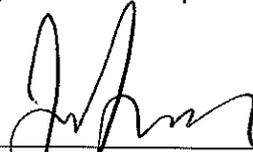
- Supervisor Lawrence would like to see a thank you to the elections judges in the next Baldwin Township newsletter.
- A letter will be sent to Septic Check stressing that no work will be done without being asked.
- Supervisor Rush suggested scheduling a joint meeting with the City of Princeton and its new mayor.
- It was suggested that when work is done redoing County Road 38 to also look at the 100<sup>th</sup> Street project.
- The 2019 budget for Frontier Trails will be placed on the November 19, 2018 regular meeting agenda.

**Motion to Approve Bills for Payment** – Rush/Handshoe unanimous to approve for payment check numbers 22474 through 22513 and 3 EFT payments totaling \$28,281.65.

**Adjournment** – Handshoe/Rush unanimous to adjourn at 9:16 p.m.



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



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

12-3-2018

Date

Attendees: Lester Kriesel, Jason Foster, Zac Good