

BALDWIN TOWNSHIP REGULAR MEETING

November 21, 2016

Present – Supervisors Brad Schumacher, Jay Swanson, Tom Rush and Larry Handshoe. Supervisor Jeff Holm absent.

Call to Order – The Baldwin Township regular meeting of November 1, 2016 was called to order by Chairman Schumacher at 7:02 p.m.

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

Additions/Corrections to Agenda

- Add "Approve/Disapprove Paychex" to New Business.
- Add "Approve/Disapprove Testimonial on Shelli Urness Website" to Park Report.
- Add "Discuss Well at Young Park" under Park Report.

Approval of Regular Meeting Agenda With/Without Additions/Corrections

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

Duane Duncanson, MPCA, Discuss MS4 – Mr. Duncanson gave a PowerPoint presentation that addressed the basics of MS4. Discussion was held on whether or not Baldwin Township should be a part of MS4. Discussion was held on roads off of County Road 2 to the north (River Ridge Estates) and discussion on the joint powers agreement Baldwin has with Sherburne County. Mr. Duncanson stated that there are 3 items that the township has to do to comply with the permit: 1. Public education; 2. Public citizen involvement; and 3. Managing own infrastructure. Mr. Duncanson stated that the township is subject to Stormwater compliance and the deadline was October 25, 2016. It is a significant violation. However, we may overturn the original decision based on discussions held tonight. If we chose not to draw you in now in a few years you will be drawn in. Discussion was held on Elk Lake public education along with their lake association. There was some discussion on Sandy Lake. Mr. Duncanson stated that the board may be surprised by how far along they are if you come into the program.

Swanson stated that, if mandated, it needs funding to go with it. Mr. Duncanson replied that the cost of the program is \$400 every 5 years which is the application fee. It could cost between \$25,000-\$30,000 if you hire a consultant. You could pull it off without a consultant. Borrow the county's and put your name on it. Identify your target audience. By using a newsletter you would be in compliance with that. Adopt county permits for new construction and through that process. The town does need a plan to have the power to stop illicit discharge. Recognize and illicit discharge and who to call. No consultant is needed. There are 27 townships regulated in the state. If the town has questions they are there to help out. If you do fill out an application and send it in you will have 6 months to 3 years to build the program.

Schumacher stated that Jon Bogart can talk to him about River Ridge Estates and where the runoff goes. If he can show conveyances go along County Road 2 then the only concern would be the one road. Swanson stated that we are not hooked up to the Rum River in any way. Mr. Duncanson asked that Jon Bogart contact him and stated that he thinks we are done here for a few years.

Mr. Duncanson stated that there was a concern expressed to him by Chairman Schumacher about if the MPCA permitted a land application there will now be illicit discharge. If that is the case, call the MPCA as they are the regulating agency. Schumacher stated that the county issued the permit for land application, the MPCA issued and the county approved and the township has no say. Discussion on the land application and being sidestepped by the county. Mr. Duncanson stated that the MPCA needs to be called. Swanson stated that his fear with that is he could see the MPCA coming back at the town saying you are an MS4 and you should have known that was going one. The regulatory aspect is becoming greater and greater. If this was a reporting process, we are doing that anyway. Mr. Duncanson stated that is not how it works. The expectation is to find out what is not functioning and then try to fix it and put it on your annual report. Discussion on a MAT resolution that would relax MS4 regulations for townships. We will see what happens by the end of the legislative session. Discussion was held on holding ponds in commercial districts. Mr. Duncanson stated that the township should sit tight on doing the permit right now.

Treasurer's Report:

November 2016 Final Treasurer's Report – The clerk reported receipts of \$6,677.48 and disbursements of \$80,396.99, check numbers 20589 through 20679 and 67EFT payments leaving an unaudited balance of \$642,729.60.

Road Report:

Approve/Disapprove Repairs on Truck #1 – Swanson/Handshoe unanimous to disapprove the repair of a cracked box on Truck #1.

Review Income from Livonia Township and Blue Hill Township for the Use of the Boom Mower – The revenue received from Blue Hill and Livonia Townships for the use of the boom mower. Livonia Township is interested in buying the tractor. It was determined that the value of the tractor be between \$25,000 and \$29,000.

Discuss Selling Extra Salt to Princeton Township – After talking with the clerk at Princeton Township, it was clarified that they are looking for a mix of salt/sand; not just the salt.

Approve/Disapprove Fastenal Price Quote – Terry Carlile reported that a quote dated November 21st was for \$346.88 to get process started. Swanson said he doesn't see a need for them to come out once a month. Swanson/Handshoe unanimous to approve \$346.87 including the bin but not to agree for Fastenal to come at any time to replenish thus preventing a monthly billing process.

Approve/Disapprove Hiring Seasonal Snowplow Driver – Handshoe/Rush unanimous to approve James Cichy as an alternate seasonal snowplow driver subject to a background check.

Snowplowing and Ice Control Policy – Swanson/Rush unanimous to approve the revised Snowplowing and Ice Control Policy showing the updated list of new equipment.

Revised List of Snowplow Drivers and Phone Numbers – Carlile handed out the updated list of snowplow drivers which includes their phone numbers. Rush/Handshoe unanimous to approve the list.

Approval of Consent Agenda – Swanson/Handshoe unanimous to approve the Town Board Meeting Minutes of November 1, 2016; approve Amendment to the Sherburne County Zoning Ordinance No 002; Ord. No. 215; approve Amendment to the Sherburne County Zoning Ordinance No 002; Ord. No. 216; approve Amendment to the Sherburne County Zoning Ordinance No 002; Ord. No. 217; and approve Amendment to the Sherburne County Zoning Map; Ord. No. 220.

CONDITIONAL & INTERIM USE PERMITS: None.

PLATS: None.

VARIANCES: None.

OLD BUSINESS:

County Planning & Zoning Report – Bryan Lawrence reported on a CUP request for a personal storage structure in Blue Hill Township and an IUP for a business selling vehicles in Big Lake. The solar farm item was pulled from the agenda. There was discussion on the differences between an IUP and a CUP. Lawrence thanked the town board for all support and encouragement for his candidacy for County Commissioner.

Park Committee Report – Tom Rush said there were 25 more ton of red lime delivered to the ball field at Young Park so the dugout area is finished. The sprinklers have been blown out. Gary Christensen donated cement slabs and installed benches. We are now waiting for the electrician for poles. The backstop needs to be modified. The Park Committee will be contacting Lawrence in the spring for sod to finish outfield.

Discuss/Approve/Disapprove County Proposed Options for Goose Lake Park
Handshoe/Swanson unanimous to table until December 19 regular meeting of Baldwin Township.

Approve/Disapprove Testimonial on Shelli Urness Website – Swanson/Handshoe unanimous to approve Rush writing a testimonial for Shelli Urness' website.

Discuss Well and Restrooms for Young Park – Rush stated that the well is covered with an electrical blanket. He has talked to an electrician about moving it. During the winter the town board needs to determine what we want to do there.

Baldwin Volunteer Corps Update – No update.

OSHA Update – No update.

Water Tender Update – No update.

Approve/Disapprove MS4 Application – Swanson/Handshoe unanimous to table until the December 5, 2016 regular meeting of Baldwin Township.

Approve/Disapprove \$400 Check for MS4 Permit – Swanson/Handshoe unanimous to disapprove at this time.

TABLED ITEMS:

Discuss/Approve/Disapprove Letter to the MPCA Regarding MS4 – Swanson/Handshoe unanimous to disapprove the letter to MPCA regarding MS4.

Review/Approve/Disapprove Town Hall Improvement List – Rush/Handshoe unanimous to table until the December 19, 2016 regular meeting of Baldwin Township.

Approve/Disapprove Gravel Quote for Frontier Trails Septic System Approach
Rush/Swanson unanimous to disapprove gravel for the Frontier Trails septic system approach.

NEW BUSINESS:

Approve/Disapprove/Sign Thank You Letter to Election Judges – Rush/Swanson unanimous to approve thank you letters to the election judges.

Approve/Disapprove RFP's for 2016 Audit – Handshoe/Swanson unanimous with a friendly amendment to approve RFP for the 2016 audit for Schlenner Wenner with clerk obtaining Schlenner Wenner prices.

Approve/Disapprove Spending \$3,000 on Personal Protective Equipment – Rush stated that a check from BioMatrix came in to cover personal protective equipment. Swanson asked that the item be placed on the next agenda to approve/disapprove the donation.

Approve/Disapprove Paychex – Rush stated that they had originally quoted \$1,200 now it has dropped to \$600 if we go with the services by the end of this week. The duration is typically 3-6 months. The minimum is 2 months. They will update the township on current employment laws. Swanson stated that he does not want payroll

processing. Rush stated that they will update our handbooks, do a study of what communities are paying their people and OSHA. Schumacher stated that the total minimum cost would be about \$1,509.36 and we can cancel after 60 days. Rush stated that he is looking at between \$3,000-\$5,000. Handshoe suggested dividing the cost between departments. Swanson stated that the board dodged a COLA raise and all the handbooks have been gone through with Couri & Ruppe. He's not seeing what the benefit will be and sees stuff coming boiler plate. Swanson asked Rush what he wants to get out of the 3 months. Rush replied ongoing OSHA training, better employee reviews with a red line where you max out the position, ongoing laws and regulations, job descriptions and reviewing the handbooks. Rush feels it is a win/win and would like to have something more concrete. It creates a happy work environment in general.

Rush/Swanson motioned to approve. Swanson stated that he wants to be very clear when we move forward as to what the outcome is going to be. What we are getting for the dollars. He doesn't see this as a cure all. The bottom line is that cost of livings happen. Discussion on OSHA. Swanson does not think they will be coming in and doing the training for OSHA. He does not want to pay for things that don't fit. Schumacher made a friendly amendment that the cost will be shared between departments. Both Swanson and Rush agreed to the friendly amendment. Discussion on the fire department and the training they conduct. Swanson stated that he expects to get an opinion as to where the township stands. Handshoe suggested looking at in 3 months. Schumacher made a friendly amendment that Schumacher and the clerk will be the designated points of contact. Both Swanson and Rush agreed to the friendly amendment. Upon voice vote, the motion carried.

ANNOUNCEMENTS:

- Town Office Closed Thursday, November 24th for Thanksgiving
- Budget Meeting, Monday, November 28, 2016, 7:00 p.m.

ANY OTHER BUSINESS:

Rush reported that U.S. Bank is offering matching grants for general recreation space support. It is something to think about for the budget meeting and when the next round comes due.

Swanson/Rush unanimous to approve that the town hall is closed the day after Thanksgiving with pay for the clerk.

Motion to Approve Bills for Payment – Swanson/Handshoe unanimous to approve check numbers 20613 through 20679 and 5 EFT payments totaling \$58,477.82 minus check number 20643 in the amount of \$19,710.

Adjourn – Swanson/Rush unanimous to adjourn at 10:00 p.m.

Cathy Stevens

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



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

12/5/2016

Date

Attendees: Terry Carlile, Lester W. Kriesel, Judy Thorson, Duane Duncanson