

## BALDWIN TOWNSHIP REGULAR MEETING

October 1, 2018

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

**Call to Order** – The October 1, 2018 regular meeting of Baldwin Township was called to order by Chairman Jay Swanson at 7:01 p.m.

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

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

- Add “Fall Expo” to Announcements.

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

**September 2018 Final Treasurer’s Report** – Receipts of \$61,226.74 and disbursements of \$35,702.51, check numbers 22361 through 22420 and 10 EFT payments leaving an unaudited balance of \$1,376,342.27.

**October 2018 Preliminary Treasurer’s Report** - The clerk reported receipts of \$0.00 and disbursements of \$76,502.11, check numbers 22421 through 22466 and 0 EFT payments leaving an unaudited balance of \$1,299,840.16.

**Sheriff’s Report** – Officer Wilson reported there were 166 calls for service in the month of September. Dispatch learned that Craig Hilburn cannot pick up stray dogs for the Township. Swanson told Wilson to contact Supervisor Tom Rush. We have no place to bring them at this point. Lawrence stated that as of right now they (Princeton Animal Clinic) are taking for the City of Princeton and Zimmerman and it is business as usual for those areas. Lawrence will call and check on it.

**Fire Department Report** - No report.

**Public Comment** – Mark Ziemer, 285<sup>th</sup> Avenue NW, asked who was responsible for the cutting of trees between 285<sup>th</sup> and 285 ½ Avenue at Little Elk Lake off of County Road 1. It was not the Township performing the work. The clerk will give him the contact information for Sherburne County Public Works.

### **Road Report:**

**Approve/Disapprove Second Driveway, Prairie Creek Estates, Lot 2, Block 2 – JDA Builders** – JDA Builders was not present at the Baldwin Township Planning Commission meeting to answer questions concerning a request for a second driveway at Lot 2, Block 2 at Prairie Creek Estates. As JDA Builders were not present at tonight’s

meeting, Lawrence/Handshoe unanimous to table action until the November 13, 2018 regular meeting of Baldwin Township.

**Approve/Disapprove Pavement Marking Contract Payment to Sherburne County in the Amount of \$6,079.88** – Handshoe/Lawrence unanimous to approve the payment marking contract payment to Sherburne County in the amount of \$6,079.88.

**Approve/Disapprove 136<sup>th</sup> Street Pay Request #4 to Sherburne County in the Amount of \$20,746.73** – Handshoe/Lawrence unanimous to approve the 136<sup>th</sup> Street payment request from Sherburne County in the amount of \$20,746.73.

**Discuss/Approve/Disapprove Joint Project with Sherburne County to Place 6” Edgeline Stripes on Township Major Roadways** – Swanson stated that this is part of a federal grant. All fog lines are 4 inch. The new roads will be at 6 inches. What roads do we want to do? The cost will be 10 cents a lineal foot. Handshoe and Good will look at the roads and come up with a list of roads to do. This will be a 2019 project. Discussion on also doing center stripes at the same time.

**Approval of Consent Agenda** – Handshoe/Lawrence unanimous to approve the Town Board Meeting Minutes of September 10 and September 17, 2018; and to approve the clerk vacation days of October 8 and October 9, 2018.

#### **CONDITIONAL & INTERIM USE PERMITS:**

**Approve/Disapprove Interim Use Permit, Rural Tourism, Section 7** – David and Carla Mertz are requesting an Interim Use Permit for rural tourism at a property located at 31548 – 136<sup>th</sup> Street NW, Princeton, MN. The Baldwin Township Planning Commission heard their updated application regarding an IUP for an event center located on their property that addressed and eliminated concerns regarding maximum occupancy, times of operation of an event, increased types of events, and catering and liquor license holders. The Baldwin Township Planning Commission had no major concerns and recommended approval. Handshoe/Lawrence unanimous to approve the Interim Use Permit for Rural Tourism for David and Carla Mertz for a property located at 31548 – 136<sup>th</sup> Street NW, Princeton, MN PID #01-007-1106 with no stipulations.

#### **PLATS:**

**Approve/Disapprove Residential Replat from Jones Addition to Leech Addition, Section 26** – Anna Thompson is requesting a residential replat of Leech Addition that is consisting of 2 lots with 2 existing residences. A resolution vacating a drainage and utility easement was filed and recorded at Sherburne County in February of 2018. Lawrence said that in order to go through the platting process, an easement was needed to be obtained from Baldwin Township. The Baldwin Township Planning Commission reviewed the request and found no issues. Lawrence/Handshoe unanimous to approve the residential replat from Jones Addition to Leech Addition.

## **VARIANCES:**

**Approve/Disapprove 100' Variance in Setback from the OHWL of Lake Diann for a Septic Holding Tank Upgrade, Section 32** – Laura Beck is requesting a 100' variance in setback from the OHWL of Lake Diann for a septic holding tank upgrade. Beck has a failing septic system which has become a health hazard for the lake. She is requesting to install a 2000 gallon holding tank. The Baldwin Township Planning Commission recommended approval. Lawrence/Handshoe unanimous to approve a 100' variance in setback from the OHWL of Lake Diann for a septic holding tank upgrade.

## **OLD BUSINESS:**

**Park Committee Report** – A potential joint Planning Commission and Park Committee meeting will be scheduled.

**TCI Baldwin Volunteer Corps Update** – Swanson reported that the Baldwin Volunteer Corps motioned to not meet again until January 2019. He considers the car show a success with 16 cars attending and would like to do that again. As a board, a conversation for the support needs to happen. The Deputy Clerk is getting paid to be the Planning Commission secretary along with the Volunteer Corp. That is no problem but he wants to ensure that all board members are on board with that. The Funfest has \$1,000 allocated, which was approved at the Annual Meeting. The dollars have been utilized. We have not had a conversation regarding the Deputy Clerk's time and Maintenance time being paid for the Funfest. This year we also a second maintenance employee who was also paid. It started out with the Initiative Foundation and a grant. Now we are in a different position. Lawrence suggested checking with MAT on the legality of using township funds for something like this.

**Planning Commission Report** – Lawrence reported that the final plat for Heinen Addition was approved by the County Planning Commission.

## **TABLED ITEMS:**

**Review/Approve/Disapprove Snow Plowing & Ice Control Policy** – Handshoe/Lawrence unanimous to approve the Snow Plowing & Ice Control Policy since it meets all of Baldwin Township's criteria.

**Discuss/Approve/Disapprove MATIT Insurance Review and Renewal** – Handshoe/Lawrence unanimous to approve to increase the insurance value of the park building to \$50,000 from \$15,000 and an additional increase in value of the well house at the park to \$3,000 from \$2,000.

**Approve/Disapprove Septic Check Invoice Dated 9/1/2018 in the Amount of \$3,797.26** – Lawrence/Handshoe unanimous to table to the October 15, 2018 regular meeting of Baldwin Township to take any action on the Septic Check invoice dated September 1, 2018 in the amount of \$3,797.26.

## **NEW BUSINESS:**

**Discuss/Approve/Disapprove Gate at Sandy Lake Access** – Swanson asked if the gate was open. Good replied that it is not. He had talked to Supervisor Rush about this as we had a lot of drainage running down into the lake. In 2009 it was designated a swimming beach only. He planted seed and, if we do open the gate before it is frozen, people will launch boats in the swimming area. It is really low land and he suggests we change the gate opening to when the lake is frozen until when the lake is thawed. He is hoping we can keep the gate shut until frozen. Currently the gate is closed from Memorial Day to Labor Day. Swanson questioned if the Township would be liable if the ice is not safe and could we leave it closed from ice in to ice out. Handshoe suggested installing a sign for no boat launch. Lawrence suggested installing posts to eliminate vehicles. Swanson stated that if we are saying 'no boat launch' that is a new thing. Handshoe questioned if it should be run across the lake association to see what they say. Swanson replied that the policy is that it should be open after Labor Day and suggested seeing how dry the area is after the next meeting. If there are huge ruts then address a policy change if needed. Good stated that he had addressed it with the lake association president and he was fine with frost in and frost out. Swanson stated that it is technically their gate on our property with our lock. After it was discovered that the lake association president had a key for the gate Swanson instructed Good to install a new lock on the gate. Lawrence/Handshoe unanimous to table until the October 15 meeting.

**Approve/Disapprove Renewal of Annual Petroleum Special Fuel Dealers License & \$25 Renewal Fee** – Lawrence/Handshoe unanimous to approve the renewal of the annual petroleum Special Fuel Dealers License and the \$25 renewal fee.

**Review/Approve/Disapprove Newsletter** – Lawrence/Handshoe unanimous to approve the October 2018 Baldwin Township newsletter with correction of minor typos. Lawrence thanked the deputy clerk for putting together the newsletters.

**Appoint Election Judges for the November General Election** – Handshoe/Lawrence unanimous to approve appointing the list of trained election judges provided by the clerk for the November General Election.

**Review Monthly Building Permits** – The August 2018 Building Permits were reviewed.

### **Announcements:**

- SCAT Quarterly Meeting, Wednesday, October 17<sup>th</sup>, 6:30 p.m., Becker History Center
- Fall Maintenance Expo, Wednesday Oct. 3 & Thursday, Oct. 4

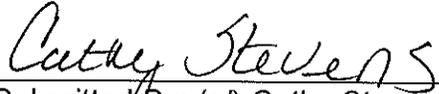
### **Any Other Business:**

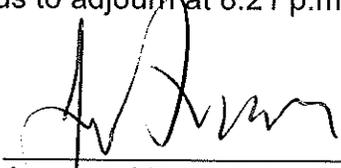
Since the concrete mailbox issue has not been removed by the resident, the Town

Board directed Good to telephone the resident to see what his intentions are. The Township is ready to remove the structure. It was suggested having the sheriff present when the removal of the structure is taking place.

**Motion to Approve Bills for Payment** – Handshoe/Lawrence unanimous to approve for payment check numbers 22421 through 22446 totaling \$77,370.10.

**Adjournment** – Lawrence/Handshoe unanimous to adjourn at 8:21 p.m.

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

  
Approved By: (s/) Jay Swanson  
Chairman, Board of Supervisors  
Baldwin Township  
10-15-2018  
Date

Attendees: Lester W. Kriesel, Zac Good, Mike Trunk, Matt Leech, Laura Beck, Carla Mertz, David Mertz, Mark Ziemer