

BALDWIN TOWNSHIP REGULAR MEETING

February 19, 2013

Present - Supervisors Jay Swanson, Kimberly Good, Larry Handshoe, Tom Rush and Randy Atwood.

Call to Order – The February 19, 2013 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 to New Business;

- Approve/Disapprove Force American Distributing
- Approve/Disapprove Clerk Attending Annual Meeting
- Approve/Disapprove an Election Judge at Annual Meeting to Verify Residency and to Hand Out Voting Cards
- Verify Auditor's Attendance at Annual Meeting
- Approve/Disapprove Door Lock Repair
- Approve/Disapprove Midwest Fire Payments.

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

Treasurer's Report:

February 2013 Final Treasurer's Report – The clerk reported receipts of \$42,023.33 and disbursements of \$42,249.97, check numbers 17227 through 17254 and 8 EFT payments leaving an audited balance of \$423,807.99.

Road Report – Since there have been 6 salt sessions and 4 plow sessions, Handshoe reported that 229 tons of salt have already been used. As a comparison, he will find out how much salt was used last year. One of the employees was hurt so a back-up snowplow operator has been filling in. A hydraulic pump in one of the trucks, at a cost of \$1,000 to fix, is being repaired.

Approval of Consent Agenda:

Approve Town Board Meeting Minutes of February 4, 2013 – Good/Handshoe unanimous to table the Town Board meeting minutes of February 4, 2013 until the March 4, 2013 meeting due to Good having a correction on page 2, paragraph "Approve/Disapprove Signage for Goose Lake", and requesting audio be listened to for a paragraph on page 3, "Approve/Disapprove Bridget Chard Attending Baldwin Volunteer Corps Meetings" for clarification.

Open Forum for Citizens – A resident asked if the financial reports/audit was being done in time for the Annual Meeting.

Conditional & Interim Use Permits: None.

Plats: None.

Variances: None.

OLD BUSINESS:

County Planning & Zoning Report – See below.

Baldwin Planning Commission Update – Atwood commented that all the comprehensive plan information has been given to Chard. She is in the process of putting it all together. A local artist is being sought to design the front page of the comprehensive plan. Sherburne County has offered a resource called 'Tools for Business'. The Planning Commission will have community meetings on May 3rd from 6:00 p.m. to 8:00 p.m. and May 4th from 11:00 a.m. to 1:00 p.m. at the town hall. The Baldwin Volunteer Corps will offer light refreshments.

Princeton Planning Commission Update – Atwood reported no update as their meeting is scheduled for tonight due to the President's Day holiday.

Review/Approve/Disapprove Lake Helene Access Letter – Good/Handshoe unanimous to table until March 4, 2013 meeting for suggested additions/corrections.

Review/Approve/Disapprove Revised Driveway Access Permit – Good/Handshoe unanimous to approve the modification of the Driveway Access Permit.

Direct Deposit Update – Good reported that the bank, she checked with the township bank Bremer, would charge \$74.00 per month for 4 employees plus \$.12 a check. It was determined that, with so few employees, that this would not be a good option.

TABLED ITEMS:

Approve/Disapprove Applying Calcium Chloride to Gravel Roads – If calcium was applied to the Sandy Lake area it would cost the township about \$6,000. The township is looking at a minimum of 8 road grading sessions if it is not applied. If it is applied there would be one road grading session. The township is charged approximately \$400.00 per grading session. Rush suggested that this topic be brought up during the April county township association meeting. Since there was a discrepancy in wording between the bid, as it included magnesium chloride, and the agenda, Handshoe/Good unanimous to table until the first meeting in May 2013.

Review Haul Road Agreement with Bridget Chard's Recommendations – Rush/Good unanimous to send the Haul Road Agreement with Chard's recommendations to the township attorney, Couri & Ruppe.

Approve/Disapprove Selling White Park Building – Good stated she had talked to a couple of building movers who feel that the building, without the concrete, is worth \$9,000. They would ask \$4,500 for it with \$2,700 to move it. They feel the township would get \$1,500 for it. The company, Anderson Building Movers, could market it and consign it. Rush/Good motion to sell it at no less than \$1,500 and give the company 3-6 weeks. Discussion followed with ideas of also adding the ad to the township website, running an ad in the paper along with adding an end date to when the bids will be accepted. Good stated that she feels that the township should allow the company to sell it and give them 3 weeks to sell it. Atwood agreed stating that then there would be zero expenses. Rush suggested also adding it to the township website and newsletter stating that residents should contact the town hall for more information. Good will contact the company.

Approve/Disapprove Initiative Foundation Application – Rush/Good unanimous to table until the March 4, 2013 meeting.

County Planning & Zoning Report – Bryan Lawrence reported there was no meeting in the month of January. The next meeting is Thursday, February 21. Feedlot is not on the agenda since according to Nancy Riddle, Sherburne County Zoning, they separated the issue from feedlot vs. small 5 acre farm issues. Swanson will be attending the meeting since Lawrence is not available.

Review/Approve/Disapprove Newsletter – With several changes including parenthesis for the 2013 levy and an addition, and after final approval from Atwood before printing, Rush/Handshoe unanimous to approve the newsletter.

Review/Approve/Disapprove Purchasing Lawn Tractor – Rush/Handshoe unanimous to table until the March 4, 2013 meeting in order to consult with the township attorney regarding a certificate of indebtedness.

NEW BUSINESS:

Approve/Disapprove Clerk Attending Annual Meeting – Good/Handshoe unanimous to approve clerk/treasurer attend the annual meeting with a friendly amendment by Good/Handshoe to state the treasurer be present at the annual meeting in order to answer questions. Motion carried.

Review/Approve/Disapprove Annual Meeting Agenda – After removing item Princeton Area Library Society Update and Request for Funding and Princeton All Night Senior Party Request for Funding, Atwood/Rush unanimously approve the Annual Meeting agenda as amended.

Schedule Date to Review Employee Handbook – The employee handbook will be reviewed on April 9th at 7:00 p.m. at a town board workshop.

Approve/Disapprove Ordinance 200, Amendment to the Sherburne County Zoning Ordinance – Good/Handshoe unanimous to approve Ordinance 200 amendment to the Sherburne County Zoning Ordinance.

Discuss/Approve/Disapprove Tractor Lease – Good/Handshoe unanimous to approve leasing through Diamond Mower Tractors a tractor for 40 hours at a cost of up to \$2,300. Anything after 40 hours would cost \$25 per hour. The township will need to purchase blades if needed. Handshoe will check to see if cost of lease can be used towards purchase.

Approve/Disapprove Resolution 13-02; Resolution with Interested Officer – Good/Handshoe motion to approve Resolution 13-02; Resolution with Interested Officer. Swantec, Inc. performed work on a snowplow. Upon voice vote, the motion carried with Swanson abstaining.

Approve/Disapprove MAT Short Course Attendance, Tuesday, March 26, St. Cloud – Good/Handshoe unanimous to approve up to 5 board members and the clerk to attend the MAT short course on Tuesday, March 26th in St. Cloud.

Review Miscellaneous Road & Bridge Disbursement Over \$50 – The clerk presented an invoice payable to North Memorial Urgent Care in the amount of \$172.00 that will be coded to Road & Bridge Miscellaneous.

Discuss/Approve/Disapprove Security Cameras for Town Hall – Good/Handshoe unanimous to approve purchasing security cameras for the Town Hall from Costco at a cost of \$449.99.

Force American Distributors – Atwood/Good unanimous to open up a credit account with Force American Distributors.

Approve/Disapprove an Election Judge at Annual Meeting to Verify Residency and to Hand Out Voting Cards – Atwood/Handshoe unanimous to approve having an election judge at the annual meeting.

Verify Auditor's Attendance at Annual Meeting – The clerk will verify with the auditor.

Approve/Disapprove Door Lock Repair – Handshoe/Good unanimous to allow up to \$1,000 for a door lock repair as long as it doesn't violate ordinance. The repair will actually involve an entire door, not just the lock.

Approve/Disapprove Payments to Midwest Fire – Handshoe/Good unanimous to approve payments to Midwest Fire. The three invoices were dated March, April and June of 2012 for a total of \$2,229.

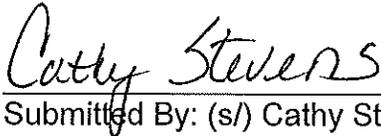
Announcements:

- Joint Meeting with Livonia Township, Monday, February 25th, 6:00 p.m. to Open 112th Street Bids
- Board of Audit, Monday, March 4th, 6:30 p.m.

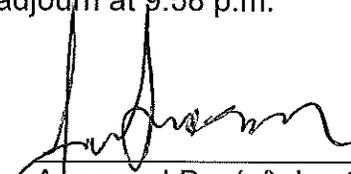
Any Other Business: None.

Motion to Approve Bills for Payment – Handshoe/Atwood unanimous to approve check numbers 17227 through 17254 and 8 EFT payments totaling \$42,249.97.

Adjourn – Handshoe/Atwood unanimous to adjourn at 9:58 p.m.



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



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

Attendees: Rich Harris, Ray Beck, Tristen Beck, Conner Yurecka, Andrew Schultz, Audrey Misiura, Elaine Philippi, Brad Schumacher, Bryan Lawrence, Chuck Nagle