

The Baldwin Township Supervisors met with Fire Chief Brian Torborg at 6:00 p.m. at a closed session for a yearly performance review.

The Baldwin Township Supervisors met with the Maintenance employee, Terry Carlile, at 6:30 p.m. at a closed session for a yearly performance review.

BALDWIN TOWNSHIP REGULAR MEETING

June 4, 2007

Present – Supervisors Jeff Dotseth, Lester Kriesel, Bryan Lawrence, Jim Oliver and Paul Vollkommer.

Call to Order – The regular meeting of Baldwin Township held on June 4, 2007 was called to order by Chairman Bryan Lawrence at 7:01 p.m.

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

Additions/Corrections to Agenda – Bryan Lawrence requested that item 'c' titled "Fire Department Response Times" be deleted from under Old Business. Paul Vollkommer requested that item 'm' titled "Issue of Closed Meeting" be added under Old Business.

Approval of Regular Meeting Agenda With/Without Additions/Corrections – A motion was made by Lester Kriesel and seconded by Jim Oliver to approve the regular meeting agenda with deletions and additions. Motion carried.

May 2007 Final Treasurer's Report – The Clerk/Treasurer reported receipts of \$8,103.81 and disbursements of \$28,913.39, check numbers 11810 -11884, leaving a balance of \$56,271.99. The May 2007 final Treasurer's report was accepted subject to audit.

June 2007 Preliminary Treasurer's Report – The Clerk/Treasurer reported receipts of \$4,951.00 and disbursements of \$74,168.89, check numbers 11885 -11941, leaving a preliminary balance of (\$12,944.34). There was discussion regarding the shortfall. Seventy percent of the county payment should be arriving on or around June 23rd.

Sheriff's Report – It was reported that there were 225 calls in Baldwin Township for the month of May.

Approval of Consent Agenda – A motion was made by Paul Vollkommer and seconded by Lester Kriesel to table the Baldwin Township Special Meeting with Mediation minutes of May 23, 2007. The May 23, 2007 minutes are tabled until the July 2, 2007 meeting. Motion carried.

A motion was made by Paul Vollkommer and seconded by Jim Oliver to approve:

- Baldwin Township Regular Meeting minutes of April 2, 2007;
- Baldwin Township Regular Meeting minutes of May 7, 2007; and

- Baldwin Township Joint Meeting with Park Committee & Regular Town Board Meeting minutes of May 8, 2007.

Motion carried.

Open Forum for Citizens – Jeff Holm said a semi has been parking in the cemetery, sometimes overnight. A “For Funerals Only” sign has been ordered. The Sheriff’s office has been notified.

Baldwin resident Elaine Philippi said she has tried to find out from the meeting minutes why the automatic mutual aid never happened.

Bonnie Zurek, who lives in the northeast corner of the township, asked for clarification on what type of fire coverage is in place, and what is in the process in regards to the Corrow development. Bryan Lawrence responded that, in regards to the Corrow development, which the developer is asking for annexation for that part of the development, but he said he doesn’t know how the annexation would affect the Zurek property. Lawrence further said that as far as fire protection is concerned, her property is covered by Baldwin with a mutual aid agreement with the City of Princeton.

Quintin Reece asked what the board is intending to do regarding closed meetings and the lack of public input. Lawrence responded the only times the board meetings are closed are in regard to personnel issues.

OLD BUSINESS:

Fire Department Report – Chief Torborg reported that May was a quiet month with 9 calls. They have added on two more firefighters, and are now at a total of 29. One of the new firefighters has 18 years experience. Engine 1 was in the Zimmerman parade. The fire department is considering the possibility of getting a trailer from FEMA, and outfitting it to be a safe house for training purposes. The trailers are selling for \$3,000.

Jeff Dotseth asked if it were an option to work with Zimmerman or Princeton on a trailer. Torborg said it was requested two board members go to the Zimmerman Fire District meeting on July 16 at 5:30 p.m. Zimmerman did not want to include firefighters at this meeting. Three firefighters have finished firefighter 2 training. Scott Anderson is off his probationary period. Captain Mary Beth Torborg is updating the web site. A thank you card with a donation of \$50 was read.

Approve/Disapprove Adopting Updated Fire Department S.O.P.’s – Chief Torborg said the former township attorney had a made a revision of rules and regulations. Torborg is looking for action by the board, and asked if the board is going to approve the revision. He said he would like to hand out the new rules and regulations to the firefighters. The item will be added to the Tuesday town board agenda to verify that the new township attorney had a chance to review prior to board approval.

Approve/Disapprove Automatic Mutual Aid with Zimmerman & Princeton – Chief Brian Torborg stated that he would like the decision on this issue be made by the chief’s of the Zimmerman and Princeton departments as they have to work together anyway and it

still has to be approved by all involved. He is requesting that the board let the fire departments determine if automatic mutual aid is required. Jeff Dotseth asked Jim Roxbury, chief of the Princeton fire department his opinion. Jim Roxbury responded that he had met with the Baldwin assistant chief and had a good conversation. A continuance of communications between the two departments would allow them to work things out. At this point, Roxbury suggests that the board not micromanage the fire department and let the department work things out. The two departments are a lot closer to opening good lines of communication and would suggest that the board give the department some time and let the department get back to the board. Dotseth asked what would be the timeline. Roxbury stated that it would be an ongoing program.

Torborg stated that both departments are looking at a lot more training together. There is mutual aid in place and the firefighters trust each other. Dotseth asked for an explanation of the protocol regarding the northeast corner of the township. Torborg explained that when Baldwin gets a call and it is a structure fire in that area it is automatic to call Princeton as Princeton will beat Baldwin to the scene. In four years Baldwin has only been in that area 4 times with no structure fires. The response time is 15 minutes from in-service to the area.

Roxbury stated that the Sherburne County Chiefs Association has been working on a countywide automatic mutual aid system. Dotseth questioned if both chiefs felt they had a handle on this subject. Both Torborg and Roxbury replied 'yes'. Dotseth asked if either chief felt that any citizen's life were at risk. Roxbury replied 'no', but there are changes that could be made better and any decision made tonight will not jeopardize lives. Torborg stated that the next county chief's meeting is in July and this issue is on the agenda and he will update the board in August. Roxbury stated that if the board is concerned from the Princeton standpoint, Princeton would rather be called early and then turn around if not needed.

Paul Vollkommer stated that the problem with this discussion was that it was brought up in December, 2006 to have mutual aid with both Princeton and Zimmerman and it had been indicated that County Road 9 north to Princeton would be served by Princeton and County Road 9 south to the township border would be served by Zimmerman. He did not see a need for a delay. He had faxed a copy of the motion to Sherburne County Emergency Services Director John Olson. Mr. Olson indicated to Vollkommer that Bryan Lawrence had come down to his office and told him not to go ahead with the motion that was made. Vollkommer questioned Lawrence why he went to Mr. Olson's office and Lawrence questioned Vollkommer who authorized him to fax the motion to Mr. Olson. Vollkommer stated that Mr. Olson told him that Lawrence was the problem. Vollkommer stated that this is a serious issue which involves the safety of the community. Lawrence stated that he had told Mr. Olson to wait until official notification by the board had been received.

A motion was made by Bryan Lawrence and seconded by Lester Kriesel to rescind the previous motion from December, 2006.

Vollkommer questioned why rescind a motion that would jeopardize public safety.

Dotseth asked if a friendly amendment be considered that would rescind the December 2006 motion but look at the issue again in 90 days. Lawrence stated that mutual aid agreements are already in place and, based on comments tonight, let the departments work together. Dotseth stated that a timeline would allow the board to revisit the issue of automatic mutual aid. Lawrence and Kriesel accepted Dotseth's friendly amendment.

Vollkommer stated that he wants it on record that they are removing automatic mutual aid. Jim Oliver stated that the chief stated automatic mutual aid had to be agreed upon by both parties before a policy is instituted. Vollkommer responded that John Olson said that 3 things need to be done. Dotseth questioned if the board knew if the City of Princeton would consider automatic mutual aid. Roxbury stated that the issue had gone through the city's fire advisory board and the city council and it would just take one phone call to Mike Smith of Mille Lacs County to authorize tonight. Dotseth questioned if that would mean that Princeton would automatically respond to Baldwin calls with Roxbury responding 'yes'. Dotseth reiterated that Princeton would automatically respond to Baldwin for all structure fires and Baldwin would automatically respond to Princeton for all structure fires. Roxbury stated that discussion regarding Princeton's district, which includes part of Blue Hill Township and other areas needs to be held. Lawrence stated that it is important for the chief's to work through the technicalities. Vollkommer read the 3 things that need to be done per John Olson's letter dated June 1, 2007:

- 1) The only automatic mutual aid call will be for structure fires only; no rescue or medical calls unless the Northeast Sherburne Fire Dept. requests it after the initial page.
- 2) Calls north of Co. Road 9/283rd Ave. will be an automatic mutual aid call to Princeton Fire for an engine (pumper) with crew and a water tender (tanker) with crew.
- 3) Calls south of Co. Road 9/283rd Ave. will go to Zimmerman/Livonia Fire for an engine (pumper) with crew and a water tender (tanker) with crew.

Torborg asked Vollkommer to read the last paragraph of Mr. Olson's letter. Torborg then read the paragraph which states "It would be prudent for you to have something in writing from the Princeton and Zimmerman/Livonia Fire Departments agreeing to this automatic mutual aid procedure, since this is not included in the current agreement. It should outline what type of calls each will respond to and how they will respond (i.e. stand-by at station, respond code 3 or routine, what type of truck and crew will respond, etc)." Lawrence stated that an addendum to the current mutual aid agreements would be needed.

Dotseth stated that the simplest way to resolve the issue would be to set up a timeline to get these issues resolved and, subject to the city approval, go through the proper channels. It is already understood that Princeton is called if there is a structure fire in the northeast corner of the township. Lawrence stated that mutual aid agreements are already in place and the chief's are willing to work together. Dotseth stated that a friendly amendment should be included to ensure that what is passed is workable with both the city and township. Vollkommer questioned what kind of follow-up goes on around here.

Baldwin resident Bonnie Zurek asked how the northeast corner of the township is presently covered. Lawrence explained that Baldwin responds first and, with the mutual aid agreement that is still in place, the department determines if they need help. Lawrence questioned who the agreement would need signatures from. Roxbury responded that it has already gone through the fire advisory board and Princeton City Council. Lawrence questioned why Baldwin was not receiving automatic mutual aid from the City of Princeton. Roxbury stated that he had talked to John Olson and was told by him that Baldwin Township told wanted automatic mutual aid from Zimmerman and not Princeton. Vollkommer stated that John Olson new called him back after Vollkommer faxed the motion to him. It was at that point that Vollkommer found out that the automatic mutual aid had not been set up. Dotseth stated that the board should consider automatic mutual aid right now and make sure an agreement is being drafted that would be acceptable to the township and cities. Roxbury stated that he cannot do anything for Zimmerman and Sherburne County and if the board is asking for mutual aid with Princeton, he can set it up. Dotseth questioned if Roxbury can come to an agreement with Chief Torborg in the next 30 days as to which areas Baldwin fire department can be in the city with Roxbury responding 'yes'. Oliver questioned if the northeast corner of the township be established right away as automatic mutual aid. Lawrence asked if it would be more appropriate to have that discussion with the fire advisory board. Dotseth questioned if the board could just address the area northeast of the river at this point.

The motion was restated. A motion to rescind the December 2006 motion and revisit the issue in 90 days but still set up automatic fire structure mutual aid to the northeast corner of the township and to allow the City of Princeton and county as to how the agreement would be drafted. Oliver questioned who would contact Sherburne County. Lawrence responded to ask Chief Torborg to ensure confirmation of the motion to the county. Vollkommer stated that the board is voting on reducing the safety by not allowing the rest of the citizens to have automatic mutual aid. Dotseth asked Vollkommer to read the full details of the December 2006 motion along with the paragraph prior to and after. Motion carried with Vollkommer opposed.

Park Committee Report – Two park committee meetings were attended by Lester Kriesel with the City of Princeton. A joint powers agreement was drafted. As the township did not receive a copy of the proposed joint powers agreement, the item will be added to the Tuesday evening town board agenda. Work hasn't started at the park. Terry Carlile will start moving the ditches. A Mr. Clausen will contact Lester Kriesel for clarifications of what fields need to be tilled up. Jeff Dotseth said he was approached by a resident who needs to complete 15 hours of community service. The township will find something for him to do.

County Planning & Zoning Representative Report – A memo to Baldwin Township from Jess Hall concerning the report of Sherburne County Planning & Zoning Commission stated:

1. There was one item on the agenda from Baldwin Township, that being final approval of the plat "Wolf Ridge Second Addition" submitted by Pat and Charles Skarohlid. The Commission did approve the plat.

2. The rest of the items were requests for C.U.P.'s, or extension of time existing plats because of slow lot sales.
3. I have a copy of the amendments that were recently approved by the county to add to the ordinances that re on file here in the township office.

Decision on County Planning & Zoning Representative – Jim Oliver said that other townships have multiple representation, and maybe the township could have both a board member and Jess Hall continue. Bryan Lawrence made a motion and seconded by Jim Oliver that the representative to the County Planning & zoning be an elected official. Lester Kriesel, Jeff Dotseth and Paul Vollkommer opposed to the motion. Bryan Lawrence and Jim Oliver in favor of the motion. Motion fails. Jess Hall retains his position on the County Planning & Zoning Commission.

Request for Supervisor to Elaborate on a Portion of Investigative Report – No discussion.

Mutual Aid Agreement with Sheriff – Baldwin resident Ross Perry suggested re-establishing communication with the sheriff about the equipment. He said the fire department is in agreement to putting some the equipment to work. A message was left for Sheriff Bruce Anderson from Perry, but a return call has not been received. He suggested putting a letter together to the sheriff to see if he is interested.

Request for Annexation Update – Ross Perry said he spoke with Jeff Dotseth on this issue. He said he was curious where the talks are going, and would like a monthly or quarterly update to let the public know what is going on. Jim Oliver said they have met twice, and the annexation request is in a preliminary stage. There are issues with an orderly annexation. The land has already been purchased; 345 acres from County Road 19 to County Road 2 to County Road 38. The developer has purchased the property and has officially asked the City of Princeton to annex the property. It is economically feasible for the developer as there is a new sewage treatment plant near the land.

Approve/Disapprove 2 a.m. Closing for Finish Line Café – A motion was made by Jeff Dotseth and seconded by Lester Kriesel to approve a 2:00 a.m. closing for the Finish Line Café. Motion carried.

Approve/Disapprove Sending Adoption Notification to State Auditor – A motion was made by Jeff Dotseth and seconded by Lester Kriesel to approve sending a letter to the State Auditor's office informing them on the township adoption of the recommendations and to ask that office to add corrections and additional written comments when the township is audited. Paul Vollkommer stated that he believed the intent of the 3rd paragraph on page 10 of the September 14, 2006 letter is that the town board should be reviewing all the past claims and supporting documents for the dive equipment and feels that the issue of approving/disapprove notification to the State Auditor should be tabled. The question was called and the motion carried with Paul Vollkommer opposed.

Closed Meeting – Paul Vollkommer stated that he had told the Clerk that he wanted the meeting to be open but it is still posted as a closed meeting. He is unable to attend due to

his work schedule. Bryan Lawrence responded that Vollkommer's letter informing the board that he wanted it to be an open meeting is dated today. A motion was made by Jeff Dotseth and seconded by Lester Kriesel to accept that it be an open meeting but table further action until the Tuesday town board meeting when it can be addressed by the Township attorney. Motion carried.

NEW BUSINESS:

Issue of Censure of Board Member – Ross Perry suggested that maybe the township board would entertain the notion of censure of a board member. Paul Vollkommer asked censorship of what and how? Perry responded censure for actions of a board member.

Clarification of Annexation Statutes – Ross Perry presented a copy of annexation laws to the board for their review.

Speed Limit Signs – Elaine Philippi asked who authorizes speed limit signs in the neighborhoods. The township attorney will verify the enforceability of speed limit signs at the Tuesday town board meeting.

Review Authorized Signature Lists – A motion was made by Lester Kriesel and seconded by Paul Vollkommer to approve the revised signature lists. Motion carried.

Approve/Disapprove Transfer from Fire Fund to Debt Service Fund in the Amount of \$33,335.28 - A motion was made by Paul Vollkommer and seconded by Lester Kriesel to approve the transfer from the fire fund to the debt service fund the amount of \$33,335.28. Motion carried.

Approved/Disapprove Credit Card Use Policy – A motion was made by Paul Vollkommer and seconded by Jim Oliver to have the township attorney review the credit card use policy. Motion carried. The issue will be placed on the Tuesday town board agenda.

Approve/Disapprove State of MN Cooperative Purchasing Renewal – A motion was made by Jeff Dotseth and seconded by Lester Kriesel to approve the State of MN Cooperative purchasing renewal. Motion carried.

Approve/Disapprove Bremer Bank Safe Deposit Box Certificate – A motion was made by Lester Kriesel and seconded by Jim Oliver to approve a Bremer Bank Safe Deposit Box Certificate and have the signatures of the chair, the vice-chair and the clerk be listed on the certificate. Motion carried.

Review/Consideration of Proposed Ordinance for Dangerous & Potentially Dangerous Dogs in Sherburne County (County Public Hearing June 12th) – A motion was made by Paul Vollkommer and seconded by Jim Oliver to have Rod Thompson review, and make any changes or suggestions. Motion carried.

Approve/Disapprove Resolution #07-05, Highway 169 Comprehensive

Transportation Study – A motion was made by Jim Oliver to approve Resolution #07-05 regarding the Highway 169 comprehensive transportation study. Motion died for lack of a second. No action taken by the board.

Approve/Disapprove Submitting Oak Wilt Grant – A motion was made by Jeff Dotseth and seconded by Lester Kriesel to approve submitting an oak wilt grant with the state. Dotseth stated that he has mixed emotions regarding another grant as it has proved challenging working with the grant program. He would like to continue forward but wants to ensure that the board is aware of problems. A comment letter will also be sent with the submitted grant application. Motion carried.

ANNOUNCEMENTS:

* Annexation Public Hearing, City of Princeton, Tuesday, June 19, 7:00 p.m.

Bryan Lawrence requested to put on the Tuesday's agenda, "Written Comment to Princeton Regarding Hammer Annexation".

Lester Kriesel reported that DSL has been installed at the town hall.

ANY OTHER BUSINESS: None.

Motion to Approve Bills for Payment – A motion was made by Lester Kriesel and seconded by Paul Vollkommer to approve payment of the bills, check #'s 11815 - 11942 totaling \$74,168.89. Motion carried.

Adjournment/Recess – A motion was made by Lester Kriesel and seconded by Paul Vollkommer to adjourn at 9:42 p.m. Motion carried with Bryan Lawrence in favor. Jim Oliver and Jeff Dotseth were unavailable to vote.

Respectfully submitted,



Cathy Stevens
Clerk/Treasurer

Attendees: Julius Dorweiler, Jess Hall, Jeff Holm, Ray McGraw, Quintin Reece, Jim Buell, Larry Boeke, Ross Perry, Elaine Philippi, Bonnie Zurek, Brian Torborg, Terry Carlile, Jim Roxbury, Mark Hanson