

BALDWIN TOWNSHIP REGULAR MEETING

March 2, 2009

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

Call to Order – The March 2, 2009 regular meeting of Baldwin Township was called to order at 7:04 p.m. by Chairman Bryan Lawrence.

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

Additions/Corrections to Agenda – Under Old Business “g” Vollkommer requested adding “Ballot Question”. Lawrence requested adding to the Tuesday agenda “Employee Handbook”.

Approval of Regular Meeting Agenda With/Without Additions/Corrections – Kriesel/Oliver unanimous to approve the regular meeting agenda with additions.

February 2009 Final Treasurer’s Report – The Clerk reported receipts of \$92,080.48 and disbursements of \$45,667.51, check numbers 13482-13586 and 5 EFT payments leaving a balance of \$577,741.79. The February 2009 final treasurer’s report was accepted subject to audit.

March 2009 Preliminary Treasurer’s Report – The Clerk reported receipts of \$2,020.03 and disbursements of \$49,268.95, check numbers 13587-13637 and 1 EFT payments, leaving a preliminary balance of \$530,979.95.

Sheriff’s Report - Officer Wilson reported that there were 153 calls for service in the month of February.

Approval of Consent Agenda – Kriesel/Oliver with Vollkommer abstaining to approve the Baldwin Township Special Workshop meeting minutes of January 27, 2009, the Baldwin Township Special Meeting minutes of January 27, 2009, the Baldwin Township Regular Meeting minutes of February 2, 2009, the Baldwin Township Regular Meeting minutes of February 3, 2009 and the Baldwin Township Special Meeting Board of Audit minutes of February 18, 2009.

Open Forum for Citizens – Kimberly Good’s open forum subject presented to the board is “Status of the 5-yr road plan requested by the people at the August Annual meeting. How much has been spent so far to achieve this goal?” Lawrence answered by saying that the township has had Bogart proceed to work on a 7-year plan, and that it is the board’s intent to adopt some proposal. Good commented that this should be adopted prior to the annual meeting. Holm said that the board started a 5-year plan, but looked at the cost. The board then decided not to do a 5-year plan, and instructed Bogart to hold off until after the Annual Meeting. At the Annual Meeting Holm would like

to present the 5-year plan and what there is of the 7-year plan. Good said that it's disappointing that the board plans on reducing the levy.

Elaine Philippi questioned where the old shop furnace went and the board told her that it went to the junk pile. She asked about the committee name change with Lawrence responding that the issue is on the agenda for the next evening. She asked about the auditing firm with Lawrence responding that the 2007 audit is not complete.

OLD BUSINESS:

Fire Department Report – Department representative Jeremy Evans said that there were 10 calls in the month of February. Evans reported that there are two grants on their way. One is a FEMA Grant, and the other a Fire Fund Grant. The Fireman's Fund is free and clear, and not does require a matching grant.

FIRE FUND GRANT

Name of equipment or program being requested (if known):

LANCIER EXTRICATION CUTTER	\$3,712.50
LANCIER EXTRICATION RAM	\$2,407.50
FLOATING PUMP	\$2,700.00
SMOKE MACHINE	\$ 849.95
MUSTANG SURVIVAL ICE RESCUE SUITS (2)	\$1,220.00
TRACKER GRIZZLY RESCUE BOAT 1754SC	\$2,599.00
EVINRUDE E-TEC 40HP OUTBOARD MOTOR	\$6,475.20

Total Dollar Amount of Request: \$19,964.15

FEMA GRANT

Helmets	3	\$200	\$600
Coats	3	\$850	\$2,550
Gloves	3	\$50	\$150
Pants	3	\$550	\$1,650
Boots	3	\$300	\$900
SCBA Packs	8	\$5,250	\$42,000
Voice Amplifiers	21	\$300	\$6,300
Face Pieces	15	\$195	\$2,925
Brackets for Amps	33	\$17	\$561

Approval/disapproval will be added to the Tuesday agenda. The fire fund grant has already been deposited. Purchases need to be made first, and then FEMA will reimburse the funds.

Fire Truck - Vollkommer thought discussion on the fire truck would be on the agenda. Steve Harris from General Safety Equipment, after discussions with Vollkommer and

Chief Torborg put together a package based on pumper and tanker specs. Vollkommer stated that engine 2 is 30 years old but still operational. There will be a \$25,000-\$40,000 price increase if the township waits. Steve Harris stated that the truck was originally priced at \$310,000. It has 12,000 miles on it but will have a new warranty. The price has been reduced to \$239,000. The truck was built pre-2009 before the new NFPA and emission standards and before the price increases. Vollkommer stated that stock trucks are about \$200,000 and the township could possibly use the grant money for upgrades. The township could put \$30,000 down and wait a year for another payment. Jeremy Evans stated that the fire fund could not stand a hit for a down payment on a truck. The department would like to keep engine 2 as long as possible. A third truck would impact the ISO. Having engine 2 is an asset. Right now the ISO is at a 9 or 10. If the department dropped to a 7 it would negate any cost of the truck. Vollkommer stated that the township would not be keeping a 30 year old truck and he did not hear anything about the benefit of keeping 3 trucks. Steve Harris stated that he agrees with Evans about the benefit of 3 trucks and the ISO rating. Bryan Lawrence stated that this issue will be placed on tomorrow nights agenda for further discussion.

Reschedule Date & Time to Open Sealed Bids for Grass Rig #2 –
Vollkommer/Kriesel unanimous to table.

Oliver/Kriesel unanimous to move to New Business 'a' as Jay Blake is present.

Background Information on Cook Annexation Request - Jay Blake presented background information on the Cook annexation request. There are 39 acres in Section 5. On two sides of the property is the airport. Cook is trying to sell the property, but the ultimate plans are unknown. There is a public hearing on Thursday March 26th. This property would be required to be acquired by the airport authority if the crosswind runway goes in. Princeton is still meeting with Mr. Wadsworth on his petition for a sewer extension. He has until April 1st to make a decision. There was discussion regarding the Clint Corrow property and orderly annexation document.

Park Committee Report – There was no park committee meeting. There was discussion about a resident volunteering to do snowplowing of walking paths.

Approve/Disapprove July 7, 2008 Town Board Meeting Minutes Addendum –
Kriesel/Holm unanimous to table.

Review Finance Information from Ehlers & Associates – Jeff Holm stated that he would like to see a cost comparison of financing \$1 million dollars compared to increasing the levy every year. Bryan Lawrence stated that the goal was to do all projects as it is cheaper. The clerk was instructed to contact Jon Bogart for his opinion on what projects he believes are priority.

Approve/Disapprove Purchasing GPS System – Research has been done, and quotes have been obtained from three companies for an advanced tracking system. The biggest benefit of the system would be accountability of services by tracking the

productivity efficiency of the township drivers. Included in the minutes are the three quotes from Advanced Tracking Technologies, Inc., Onetrack, Inc., and WGSJ.

Advanced Tracking Technologies, Inc.
6001 Savoy, Suite 600
Houston, TX 77036



Ph. 800-279-0035 Fax 713-353-6050
www.advanttrack.com
Email Sales@advanttrack.com

Baldwin Township
Mr. Paul Vollammer
30223 128 St
Princeton, Minnesota 55371 United States

Quote Date: 3/2/2009

Sales Quotation

We appreciate the opportunity to provide you with the following ATTI products and look forward to working with you. Please sign below, complete the remaining information and return by fax (713) 353-6050 or mail to the address above.

Product Description	Unit Price	Units	Total
Shadow Tracker SL Real Time	\$670.80	5	\$3,354.00
			Sub Total \$3,354.00
			Discounts \$854.00
			Shipping & Handling \$39.00
			Total Amount Due \$2,539.00

- Mon-SAT TECH SUPPORT

2539
1628
4167

There will be a 15% restocking for cancellation of any order if cancelled prior to delivery. There will be a 25% return fee for returned items, however all returned items must be returned and received by ATTI within 10 days of the date of delivery and products cannot be opened or used. This Quote is valid for 10 days. This Quote is subject to the final terms and conditions of the final Sales Contract.

X _____
Authorized Signature Title Date
Estimated Lead Time 1 to 2 weeks.
Greg Hill If you have any questions please call me at 800-279-0035

2375 E. Camelback, Suite 500
Phoenix, AZ 85016

ONETRACK Inc.
sales@onetrackinc.com
1-800-655-7203

Baldwin Township
Paul Vollaommer
30239 128 St.
Princeton MN. 55371

Quote Date: 1/2/2009

Sales Proposal

We appreciate the opportunity to provide you with the following proposal for ATTI products and look forward to working with you.

<u>Products</u>	<u>Unit Price</u>	<u>Quantity</u>	<u>Total</u>
Shadow Tracker SL	\$599.95	5	2,999.75
Subtotal			\$2,999.75
Shipping & Handling			\$40.00
Taxes			N/A
Total			\$3,039.75

This proposal is valid 15 days from above quoted date. All items are shipped UPS Ground unless specified otherwise. Please allow a few weeks for order processing, and construction time.

Respectfully,

Harold Smith
Executive Sales Manager
OneTrack Inc.
sales@onetrackinc.com
(800) 665-7203 Ext. 6076

Vollkommer stated that for maintenance purposes he thinks a GPS system would be beneficial to our services. Holm said that it's difficult to determine the true cost of snowplowing since we have taken it over, and this would be a tool to have the data put together. Holm/Vollkommer approve to purchase three (3) units from Advanced Tracking since access of information doesn't have additional fees. Roll call vote taken with Vollkommer, Holm, Kriesel saying yea; Oliver and Lawrence saying nay. Motion carried.

Ballot Question – Vollkommer stated that he believed the ballots to be incorrect as the names are not rotates. The clerk informed him that, in order to be rotated, the electors need to make that decision at an Annual Meeting.

Approve/Disapprove Attorney Drafting Policy on Smoking in Township Vehicles - Taken off the agenda.

NEW BUSINESS:

Background Information on Cook Annexation Request – Jay Blake, see above.

Approve/Disapprove Requiring Utility Permits (Per MasTec Letter) – Kriesel/Holm move to approve a resolution in favor of requiring utility permits. Roll call vote taken with Kriesel, Holm, Oliver and Vollkommer in favor; Lawrence opposed. Motion carried.

Approve/Disapprove Sherburne County Ordinance #168 – Holm/Kriesel unanimous to approve the Sherburne County Ordinance #168.

Town Hall Signage – Lawrence and Holm will meet to determine what functional directional signs could be put up first. Add to upcoming agenda.

Approve/Disapprove Local Board of Appeal & Equalization Date & Time - The Board of Appeal & Equalization is April 16 at 3:00 p.m.

Approve/Disapprove Enrollment in Township Officer Group Life Plan or Other Minnesota Benefit Association Program – Kriesel/Holm unanimous to disapprove enrollment in the Township Officer Group Life Plan or other benefit program.

Discuss Name Plates – Vollkommer will print them at no charge.

Schedule Oath of Office & Reorganization Meeting March 23 6:00 pm – Lawrence/Oliver unanimous to approve scheduling the Oath of Office & Reorganization Meeting for March 23 at 6:00 p.m.

ANNOUNCEMENTS:

Township Election & Annual Meeting, Tuesday, March 10, 2009. Polls Open at 10:00 a.m.

Board of Canvass, Thursday, March 12, 2009, 8:00 a.m.

City of Princeton Public Hearing, Request for Annexation, Thursday, March 26, 7:00 p.m.

ANY OTHER BUSINESS: None.

Motion to Approve Bills for Payment Check numbers 13587 – 13637, 2 EFT payments totaling \$49,268.95 – Kriesel/Oliver unanimous to approve check numbers 13587 -13627 and 13630 - 13637 and 1 EFT payment totaling \$40,298.89. Check numbers 13628 and 13629 were not approved.

Adjournment – Oliver/Kriesel unanimous to approve adjournment at 11:20 p.m.



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



Approved By: (s/) Bryan Lawrence
Chairman, Board of Supervisors
Baldwin Township

Attendees: Stephanie Ketterl, Jesse Ewert, Dennis Lindberg, Steve Harris, Jess Hall, Herb Murphy, Jay Blake, Terry Carlile

FEBRUARY 2009

FINAL

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARK	CAPITAL	CEM	FIRE
13519	Paul Vollkommer	wages	\$187.10	\$187.10						
13520	Jeffrey Holm	wages	\$327.43	\$327.43						
13521	Jeffrey Holm	mileage & reimbursement	\$255.00	\$255.00						
13522	Lester W. Kriese	wages	\$380.00	\$380.00						
13523	Lester W. Kriese	mileage	\$45.10	\$45.10						
13524	Bryan Lawrence	wages	\$403.44	\$403.44						
13525	Bryan Lawrence	mileage & reimbursement	\$169.50	\$169.50						
13526	Mary Beth Torborg	secretarial services	\$147.50							\$147.50
13527	Don Larsen	janitorial services (2 months)	\$240.00	\$240.00						\$240.00
13528	Cathy Stevens	mileage & reimbursement	\$76.40	\$76.40						
13529	Zachary Good	mileage	\$64.90		\$64.90					
13530	Jeremy Evans	reimbursement for maps	\$180.76							\$180.76
13531	MN Child Support	payment	\$13.84		\$13.84					
13532	MN Child Support	payment	\$20.48		\$20.48					
13533	Joel Stottrup	gopher - 8 pair	\$12.00	\$12.00						
13534	Jim Oliver	wages	\$327.43	\$327.43						
13535	Jim Oliver	mileage	\$30.80	\$30.80						
13536	MN Assoc of Twps	training registration	\$40.00	\$40.00						
13537	Wolgaast Plumbing	repair water heater	\$450.00					\$450.00		
13538	Crysteel	headlight kit	\$31.35		\$31.35					
13539	Brand Mfg.	r&b repairs	\$857.66		\$857.66					
13540	Med Compass	quantitative fit testing	\$640.00							\$640.00
13541	Ceryl Goetz	mileage	\$5.50	\$5.50						
13542	Central Hydraulics	hydraulic hose	\$213.81		\$213.81					
13543	IKON Office	copy machine maintenance	\$113.08							\$113.08
13544	Bogat, Pederson	engineering	\$430.00					\$430.00		
13545	St. Cloud Truck	strobe light assembly	\$111.95		\$111.95					
13546	North Am Salt Co	road salt	\$3,023.02		\$3,023.02					
13547	Princeton Township	snowplowing	\$750.00		\$750.00					
13548	Central Fleet Service	truck repair	\$167.09		\$167.09					
13549	MN Fire Service Cert	training registration	\$60.00							\$60.00
13550	Office Depot	office supplies	\$61.56	\$61.56						
13551	SherbCoAssocofTwps	annual dues	\$1,716.53	\$1,716.53						
13552	St. Cloud Tech Coll	training registration	\$400.00							\$400.00
13553	Resource Training	one year membership	\$78.00		\$78.00					
13554	Interlight	mini max strobe light	\$106.89		\$106.89					
13555	Billings Service	tire	\$247.93		\$247.93					
13556	Jones Chassis	repair plow shoe	\$97.50		\$97.50					
13557	Petty Cash	postage	\$74.39	\$64.68						\$9.71

MARCH 2009

PRELIMINARY

CLAIMS										
CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARK	CAPITAL	CEM	FIRE
13587	Connexus Energy	electric utilities	\$255.00							\$255.00
13588	Connexus Energy	electric utilities	\$540.56	\$540.56						
13589	AT&T	fire cell phones	\$180.93							\$180.93
13590	Great Glacier	water cooler rental & water	\$35.02	\$35.02						
13591	Kennedy & Graven	legal services	\$186.00	\$186.00						
13592	MN Assoc of Twps	registration fee	\$65.00	\$65.00						
13593	Bogart Pederson	engineering	\$4,875.00			\$4,875.00				
13594	HSBC Business	northern tool charge	\$245.84		\$245.84					
13595	Roland Thompson	animal control (2+ months)	\$650.00	\$650.00						
13596	IKON Office	copy machine maintenance	\$570.05	\$570.05						
13597	Office Depot	office supplies	\$53.84	\$53.84						
13598	Michael Puffer	computer repair	\$180.00	\$180.00						
13599	MN State College	training	\$195.00							\$195.00
13600	Med Compass	fit test	\$70.00							\$70.00
13601	Lawson Products	misc. supplies	\$122.74		\$15.47					\$107.27
13602	Metro Fire	hoses	\$1,675.54							\$1,675.54
13603	ANCOM	communications	\$2,963.36							\$2,963.36
13604	Elk River Ford	vehicle service	\$92.00							\$92.00
13605	Alex Air Apparatus	6000 psi cascade system	\$4,161.43							\$4,161.43
13606	Mac Tools	r&b supplies	\$149.09		\$149.09					
13607	Screencraft Studios	postcards	\$92.76	\$92.76						
13608	SherbCoAuditor	mailing labels	\$161.90	\$161.90						
13609	Elite Lock & Key	master key	\$11.00		\$11.00					
13610	Bear Graphics	election supplies	\$85.59	\$85.59						
13611	ECM Publishers	ballot printing	\$225.78	\$225.78						
13612	St. Cloud Tech	training	\$125.00							\$125.00
13613	Neft Auto Supply	supplies	\$26.18		\$26.18					
13614	Circle 9	fuel	\$37.13		\$37.13					
13615	Eggens Direct	fuel	\$1,137.42		\$1,137.42					
13616	EastCentral Sanitation	garbage service	\$22.82	\$11.41						\$11.41
13617	Donald Larsen	janitorial service	\$120.00							\$120.00
13618	Cathy Stevens	mileage	\$6.05	\$6.05						
13619	Zachary Good	mileage	\$32.45		\$32.45					
13620	Petty Cash	postage	\$65.80	\$65.80						
13621	Brian Torborg	wages	\$350.93							\$350.93
13622	Lester W. Kriesel	wages	\$285.00	\$285.00						

