

BALDWIN TOWNSHIP SPECIAL MEETING

November 9, 2009

Present – Supervisors Larry Handshoe, Jeff Holm, Jim Oliver and Jay Swanson. Supervisor Bryan Lawrence absent.

Call to Order - The Baldwin Township special meeting of November 9, 2009 to meet with Claudia Cody, University of Minnesota Extension, Community Economics, was called to order at 5:01 p.m. by Chairman Jeff Holm.

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

Claudia Cody introduced herself. She is the west metro regional educator, Business Retention and Expansion (BR&E) Strategies Program. She presented the purpose of the meeting BR&E. Success of the project would hinge on the engagement of community leaders. The program could be a good tool for the economic piece of the comprehensive plan. It is a process that takes about 2 years. The board viewed a DVD which contained additional information about the program. Connexus Energy has typically donated \$5,000 to communities involved in the BR&E program. The cost of the program is about \$12,000, which covers only the University cost) and has a 2 year duration. The Initiative Foundation has already funded some BR&E programs in the past. It is a 3-step process. The board needs to think about who should be on the leadership team (about 5-6 people). The task force (about 30-40 people) would include the leadership team members. The city of Big Lake and Big Lake Township did a joint effort project. There would be an application process for both the leadership team and task force. The coordinator would have a yearly time commitment of approximately 80 hours, the leadership team would have a yearly time commitment of approximately 40 hours and the task force would have a yearly time commitment of approximately 10 hours. The next step would be recruiting and would suggest having another meeting where the board advertises to the community at large and key players. The next step would be to hold a leadership team meeting and apply for funding along with review of the funding and recruitment efforts and determine meeting schedule. At that time, the board would sign the contract. Ms. Cody would then submit, with the down payment, the application. The down payment is refundable if not accepted. It would be the town board's job to contact Connexus Energy and the Initiative Foundation. Connexus would want to be a part of the leadership team, mainly as a resource. Discussion ensued about including home based businesses. The leadership team would decide. A community is rejected only based on lack of support or commitment. The timeline for approval from the BR&E would be approximately 30 days. The town board thanked Ms. Cody for attending. Jeff Holm stated that the first step, at the board level, would be to discuss whether or not to go forward and then build a team.

Adjourn – Handshoe/Swanson unanimous to adjourn at 5:59 p.m.

**BALDWIN TOWNSHIP SPECIAL MEETING TO
DISCUSS HEALTH INSURANCE RENEWAL OPTIONS**

November 9, 2009

Present – Supervisors Larry Handshoe, Jeff Holm, Jim Oliver and Jay Swanson. Bryan Lawrence arrived at 6:28 p.m.

Call to Order - The Baldwin Township special meeting of November 9, 2009 to discuss Health Insurance renewal options was called to order at 6:06 p.m. by Chairman Jeff Holm.

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

Paul Wichmann was present to discuss and review with the town board the health insurance renewal options for 2010.

Adjourn – Handshoe/Swanson unanimous to adjourn at 6:49 p.m.

BALDWIN TOWNSHIP REGULAR MEETING

November 9, 2009

Present – Supervisors Larry Handshoe, Jeff Holm, Bryan Lawrence, Jim Oliver and Jay Swanson.

Call to Order – The November 9, 2009 regular meeting of Baldwin Township was called to order by Chairman Jeff Holm at 7:03 p.m.

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

Additions/Corrections to Agenda – None.

Approval of Regular Meeting Agenda With/Without Additions/Corrections – Lawrence/Swanson unanimous to approve the regular meeting agenda without additions or corrections.

October 2009 Final Treasurer's Report – The Clerk reported receipts of \$22,390.42 and disbursements of \$42,506.25, check numbers 14113-14169 and 7 EFT payments leaving a balance of \$486,598.30. The October 2009 final treasurer's report was accepted subject to audit.

November 2009 Preliminary Treasurer's Report – The Clerk reported receipts of \$30,111.61 and disbursements of \$118,628.74, check numbers 14170-14230 and 4 EFT payments, leaving a preliminary balance of \$398,437.03.

Sheriff's Report – It was reported that there were 144 calls in the month of October with 22 citations written. Lawrence commented there is someone saying they represent the fire department or police department reading numbers off electrical boxes on homes; and wondering if they may be casing houses. This information will be taken back to dispatch.

Approval of Consent Agenda – Oliver/Handshoe unanimous to approve the Town Board Meeting Minutes of September 30, October 6, October 15, October 26 and October 27, 2009. Lawrence/Swanson unanimous to exclude the Baldwin Town Board minutes of October 5, 2009 for additional review of the section, "Approval of Consent Agenda" concerning the trailer.

Open Forum for Citizens – Charles Nagle, 131st Street, submitted a Public Comment Request Form, asking several questions "Only if Fire Department Handbook approval is considered". The item is not on the agenda. No further action taken. County Commissioner John Riebel was present. It was requested bigger stop signs be placed at County Road 45 and County Road 9 until the traveling public becomes used to the new signs placed at the intersection.

OLD BUSINESS:

Review/Approve Request for Proposals, Fire Truck Financing – Carolyn Drude, Ehlers and Associates, was present to explain a Request for Proposal on the fire truck financing. They plan on sending the proposal to Peoples Bank of Commerce, Bremer Bank, US Bank, and Wells Fargo. Lawrence requested to add Sherburne Bank. Swanson requested to add The Bank of Elk River. Lawrence/Swanson motion to approve the proposal given by Ehlers and Associates and go ahead with the listed banks for bids. Vote taken with Oliver, Lawrence and Swanson in favor. Handshoe and Holm opposed. Motion carried.

Fire Department Report – Chief Torborg reported 9 medicals, 2 fires, 1 gas leak, 1 personal injury accident, and 1 fire alarm in the month of October. The estimated closing date for Engine 2 is December 29, 2009. There was discussion regarding the fire department minutes. Lawrence/Swanson unanimous to move having the fire department minutes uploaded to the website. Swanson/Handshoe motion to give Baldwin fire department the ability to team with Princeton for burns with or without a fire team. Vote taken with Holm, Oliver, Handshoe and Swanson in favor. Lawrence opposed. Motion carried.

Approve/Disapprove Fire Department Elections & Set Implementation Date – Handshoe/Oliver unanimous to approve a workshop date of November 23, 2009 at 6:30 p.m. to discuss parameters regarding fire department policies.

Park Committee Report – Holm reported the trails have been mowed. West Branch Construction removed existing driveways and put in new ones. They didn't go forward

with the parking lot as the plans were not available. Prairie grass was seeded. Lester Kriesel said the access permit was turned in to the county and inspection should be sometime this week.

Approve/Disapprove Town Board Member Burning Brush Piles in Young Park – Swanson/Handshoe motion to have Jeff Holm volunteer to burn the brush piles in Young Park rather than having Baldwin maintenance staff on the clock. Vote taken with Handshoe, Swanson, Oliver and Holm in favor. Lawrence opposed. Motion carried.

Water Rescue Equipment Suggestion – Ross Perry, 127th Street, said somebody made a suggestion about donating the water rescue equipment to some outfit in Mille Lacs County. He suggested having a public meeting to see what the citizens want to do or hold a public meeting to see what the public wants or donate it to Sherburne County or have the fire department keep it.

Discuss Purchase of 95 LT9000 Plow Truck From Boyer Truck – Swanson/Handshoe unanimous to return the 95 LT9000 plow truck to Boyer Truck.

NEW BUSINESS:

Feral Cat Ordinance Creation – Handshoe will check with Baldwin Animal Control and report back with more information.

Approve/Disapprove Classification & Sale of Tax Forfeited Land – Oliver/Handshoe unanimous to table in order to obtain prices on all parcels.

Approve/Disapprove Sending Representatives to Initiative Foundation, Little Falls Handshoe/Oliver unanimous to approve sending six representatives to the Initiative Foundation meeting in Little Falls scheduled for Tuesday, November 10, 2009/

Approve/Disapprove Renewal of State Special Fuel License – Lawrence/Swanson unanimous to approve renewing the state special fuel license.

Discuss All Department Meeting Minutes Held by Clerk's Office – It was discussed that all meeting minutes should be held in the clerk's office. This includes the Strategic Planning Committee, Park Committee, and Fire Department's minutes. To be further discussed at the Tuesday meeting.

Approve/Disapprove Adding Relief Association Reports to Monthly Agenda – Oliver/Lawrence unanimous to approve adding the Relief Association report to the monthly meeting agenda.

Discuss Regulating Garbage Haulers in Township – Under discussion is to divide the township into 4 areas for garbage haulers, and go out for bids. Lawrence wanted to know why, since it would interfere with business, and small business has been hit

enough. Swanson said it is part of Baldwin Township's road design criteria to be able to handle the trucks. No further action.

Schedule Closed Employee Meeting – A closed employee meeting is scheduled for 6:00 p.m. on November 23, 2009. A workshop meeting is scheduled for 6:30 p.m. on November 23, 2009.

ANY OTHER BUSINESS:

Motion to Approve Bills for Payment – Handshoe/Swanson unanimous to approve check numbers 14170 through 14201 and 14203 through 14230 and 3 EFT payments totaling \$112,963.74 excluding check number 14202 to Bogart, Pederson & Associates for \$5,665.00.

Adjourn – Swanson/Handshoe unanimous to adjourn at 9:14 p.m.


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


Approved By: (s/) Jeffrey Holm
Chairman, Board of Supervisors
Baldwin Township

Attendees: Tom Rush, Lester Kriesel, Carolyn Drude (Ehlers & Associates), Ross Perry, Terry Carlile, Elaine Philippi, John Riebel (Sherburne County Commissioner)

NOVEMBER 2009

PRELIMINARY

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
CLAIMS										
14170	Terry Carlile	wages	\$643.23		\$643.23					
14171	Cheryl Goetz	wages	\$195.17	\$195.17						
14172	Zachary Good	wages	\$693.50		\$693.50					
14173	Cathy Stevens	wages	\$820.02	\$820.02						
Auto	PERA	employee contribution	\$427.06	\$167.05	\$260.01					
14174	CenterPoint Energy	gas utilities	\$109.77	\$109.77						
14175	CenterPoint Energy	gas utilities	\$35.33							\$35.33
14176	Connexus Energy	electric utilities	\$138.17							\$138.17
14177	Connexus Energy	electric utilities	\$184.29	\$184.29						
14178	AT&T Mobility	r&b cell phone	\$46.40		\$46.40					
14179	AT&T Mobility	fire cell phones	\$123.25							\$123.25
14180	Qwest	internet & telephone	\$210.70							\$210.70
14181	Qwest	internet & telephone	\$172.61	\$172.61						
14182	U.S. Bank	credit card charges	\$209.91							\$209.91
14183	Marvs True Value	supplies	\$297.32	\$13.87	\$97.96					\$209.91
14184	Essig Construction	road blading	\$1,625.00		\$1,625.00				\$84.42	\$101.07
14185	Rhomer Industries	r&b supplies	\$382.40		\$382.40					
14186	Reliance Electric	light fixture and bulbs	\$228.26	\$228.26						
14187	North Am Salt Co	road salt	\$3,246.08		\$3,246.08					
14188	Donald Larsen	janitorial - october	\$120.00							\$120.00
14189	Crysteel Truck Eq	tool box	\$360.00		\$360.00					
14190	William Fedema	welding	\$279.64		\$279.64					
14191	Kennedy & Graven	attorney fees	\$108.50	\$108.50						
14192	Reynolds Sewer	tank pumping	\$390.00	\$390.00						
14193	EastCentralSanitation	garbage service	\$45.64	\$22.82						\$22.82
14194	Eggen's Bulk Service	fuel	\$1,337.85		\$899.22					\$438.63
14195	Comm Asphalt Co	hot mix	\$262.08		\$262.08					
14196	BlueCrossBlueShield	health insurance - december	\$791.00		\$791.00					
14197	Princeton Township	road blading	\$250.00		\$250.00					
14198	ECM Publishers	employment ads	\$66.75	\$66.75						
14199	MAC Tools	tools	\$28.83		\$28.83					
14200	IKON Office	copy machine lease	\$641.25	\$641.25						
14201	Office Depot	office supplies	\$128.51	\$128.51						
14202	Bogart, Pederson	engineering	\$5,665.00			\$5,665.00				
14203	Midwest Fire	3 helmets	\$471.76							\$471.76
14204	Carrot Top Industries	fireman flag	\$101.00							\$101.00

Handwritten initials and numbers: "277", "55", and a signature.

NOVEMBER 2009

PRELIMINARY

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
14205	IKON Office	copy machine maintenance	\$130.04							\$130.04
14206	Otsego Law Enforce	training	\$600.00							\$600.00
14207	Roland Thompson	animal control	\$700.00	\$700.00						
14208	Lester W. Kriesel	cemetery caretaker	\$50.00		\$50.00				\$50.00	
14209	Howard Homes	access permit refund	\$50.00		\$50.00					
14210	RW Builders	access permit refund	\$50.00		\$50.00					
14211	William Ross	access permit refund	\$50.00		\$50.00					
14212	Neft Auto Supply	supplies	\$199.86		\$199.86					
14213	Circle 9 Conoco	fuel	\$14.00		\$14.00					
14214	Greg Anderson	gopher (138 pair)	\$207.00	\$207.00						
14215	James Harrison	gopher (21 pair)	\$31.50	\$31.50						
14216	Petty Cash	postage	\$58.85	\$58.85						
14217	Wachovia	fire relief	\$20,346.23							\$20,346.23
14218	State of MN	dot decals	\$8.00		\$8.00					
14219	MAT Agency	insurance	\$12,693.00	\$8,977.50						\$3,715.50
14220	Larry Handshoe	wages	\$645.17	\$645.17						
14221	Larry Handshoe	mileage & reimbursement	\$126.40	\$126.40						
Auto	EFTPS	october 941 tax withholding	\$2,016.63	\$832.81	\$1,137.92					\$45.90
Auto	MN Dept of Revenue	october tax withholding	\$358.78	\$159.98	\$198.80					
14222	Princeton/AnimalClinic	animal impounding	\$181.50	\$181.50						
14223	Plaistad Companies	sand	\$40.22		\$40.22					
14224	Jim Oliver	wages	\$420.97	\$420.97						
14225	Jim Oliver	mileage	\$36.30	\$36.30						
14226	Jay Swanson	wages (2 months)	\$960.44	\$960.44						
14227	Jay Swanson	mileage & reimbursement	\$156.80	\$156.80						
14228	Bryan Lawrence	wages	\$374.20	\$374.20						
14229	Bryan Lawrence	mileage	\$24.20	\$24.20						
Auto	PERA	town board contribution	\$158.00	\$158.00						
14230	SherbCoAud/Treasurer	283rd striping & 2nd overlay	\$57,104.37		\$57,104.37					
		totals	\$118,628.74	\$17,300.49	\$68,718.52	\$5,665.00	\$84.42	\$0.00	\$50.00	\$26,810.31