

BALDWIN TOWNSHIP REGULAR MEETING

August 4, 2009

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

Call to Order – The regular August 4, 2009 meeting of Baldwin Township was called to order by Chairman Jeff Holm at 7:00 p.m.

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

Additions/Corrections to Agenda – Jay Swanson requested adding under New Business letter 'c' "Times Removed" and under Old Business letter 'k' "Survey for Sandy Lake Access". Jim Oliver requested adding to New Business letter 'd' "Approve/Disapprove Resolution for Establishing Strategic Planning Committee". Jeff Holm requested to add to Other Business letter 'a' "Approve/Disapprove Check Numbers 14030 through 14036 and 2 EFT Payments Totaling \$1,615.66"; letter 'b' under Other Business "Reschedule September Park Committee Meeting from 9/15/09 to 9/22/09; letter 'c' under Other Business "Reschedule August Park Committee Meeting from 8/18/09 to 8/25/09; and letter 'd' under Other Business "Schedule Joint Meeting with Park Committee".

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

Open Forum for Citizens: None.

CONDITIONAL USE PERMITS: None.

PLATS:

Approve/Disapprove Reducing Letter of Credit & Begin 2-Year Road Warranty for Baldwin Estates – Lawrence/Oliver unanimous to approve the comments of Bogart Pederson, and begin the two year road warranty and reduce the letter of credit for Baldwin Estates.

Approve/Disapprove 2-Year Extension of Preliminary Plat, Rum River Bluffs – The size of the lots are still 2-1/2 acres. Swanson/Oliver unanimous to approve the 2 year extension for the preliminary plat of Rum River Bluffs.

OLD BUSINESS:

Township Attorney Issues:

Jeff Holm received the road right-of-way packet from the township attorney and it will be put in the September agenda.

Status of Cool Spring Acres Road Vacation – A letter to the county attorney was sent July 9th, but thus far there has been no response. The item will be added to September 15, 2009 agenda.

Road Report – Swanson reported that 36 tons of hot mix has been put down for patching roads. He approved a second driveway for a property on 103rd Street off of County Road 38. The cost of \$2,615 will be expended for cylinder repair on the tractor and rebuilding the plow lift and wing lift on truck #1. He feels that they are all necessary. There is a culvert that is plugged on the south side of Sandy Lake but it is drainage for only one lot. It seems to have rotted or caved in. On the south end of the culvert residents are piling up grass clipping making it tough to drain. He believes that the township should think about going out for quotes and installing another culvert. He also reported on an ongoing road washout issue with a road in Elk Lake Estates.

County Planning & Zoning Report – Holm gave a brief county planning and zoning report.

Status of 2009 Road Projects Per Capital Improvement Plan – Swanson will meet with Bogart next week. He is working on trying to get the capital improvement plan coded to correspond to CTAS. The second lift for 283rd is scheduled for the end of August or beginning of September. The advertisement for sealed quotes for the 104th Street project has been submitted to the Princeton Union-Eagle. The 136th patch is scheduled to start August 10th. The cul-de-sac drainage issue in Baldwin Meadows is fixed. It cost roughly \$6,000. Bogart is working on drafting a letter to the gas company to pay for the bituminous as their pipes caused the problem. The culvert for 111 ½ is complete. The contractor credited the township \$100 for black dirt that wasn't needed.

Joint Committee with City of Princeton Status – According to Holm there should be a meeting in September.

Update on Headwall Concerns Throughout Township – Swanson said there is nothing yet completed. Holm mentioned that the headwall issue is being incorporated into the road right-of-way ordinance.

Railside Road Update – Further information is needed on whether an overlay is needed. There is a possibility of looking into establishing a subordinate service district.

Approve/Disapprove Scheduling County Board of Adjustment Meeting for Elk Lake Landing Signage (Per 8/3/09 Mtg) – Holm said he has not heard back from Marc Schneider, Sherburne County Zoning. He is looking to get approval to be on the county agenda. Lawrence/Oliver unanimous to approve scheduling a county board of adjustment meeting for the Elk Lake Landing signage.

Approve/Disapprove Newsletter (Per 8/3/09 Mtg) – Lawrence/Oliver unanimous to replace the vandalism portion of the newsletter with a road and the sheriff's report.

Swanson/Lawrence unanimous to approve final approval of the newsletter during the 104th Street quote opening.

Sandy Lake Survey –There are many issues needed to be taken care of. Added to the September 15th agenda will be whether to approve or disapprove board action on the survey completed. The homeowners on either side of the landing will be contacted.

TABLED ITEMS:

Approve/Disapprove Purchase of Plow for Truck #3 – Swanson/Lawrence unanimous to table until next month.

NEW BUSINESS:

Quote Issues –Jeff Holm reported that a local contractor had called him regarding the quoting process for the 111-1/2 Street project. The contractor was the low quote; however, he was not awarded the contract. His quote did not include topsoil and seeding. The township went with the responsible quote. The requests for quotes were done over the phone and not in writing. From here on out they should be in writing no matter how big or how small. Swanson stated that the contractor thought the quote should have gone back to requote. Swanson stated that a disclaimer on the bottom of a request for quote should read, as an example, “any deviation makes your quote null and void” and should include a due date.

Schedule Meeting to Open Quotes for 104th Street Road Project – A meeting to open quotes for the 104th Street road project will be Wednesday August 19, 2009 at 6:00 p.m.

Time Frames on the Agenda – Swanson/Oliver unanimous to remove time frames on the town board agendas.

Resolution for Establishment of Strategic Planning Committee – A resolution was drafted and passed by the committee. Officers were chosen, but no term assignments have been given since the resolution has not yet been adopted by the Township Board. Oliver/Swanson unanimous to approve the resolution for establishing the Strategic Planning Committee.

ANY OTHER BUSINESS:

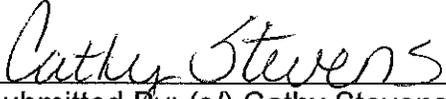
Reschedule September Park Committee Meeting – Oliver/Lawrence unanimous to approve rescheduling the September Park Committee meeting from September 15, 2009 to September 22, 2009.

Reschedule August Park Committee Meeting – Lawrence/Oliver unanimous to approve rescheduling the August Park Committee meeting from August 18, 2009 to August 25, 2009.

Joint Park Committee Meeting with Park Committee – Lawrence/Swanson unanimous to approve a joint meeting with the Park Committee scheduled for September 22, 2009 at 6:00 p.m. Lawrence said that if the township wants the Sandy Lake issue cleared up then the township needs to also clean up the issue on 127th Street.

Approve/Disapprove Check Numbers 14030 -14036 and 2 EFT Payments Totaling \$1,615.66 – Lawrence/Swanson unanimous to approve check numbers 14030 through 14036 and 2 EFT payments totaling \$1,615.66.

Adjournment - Swanson/Lawrence unanimous to adjourn at 8:28 p.m.


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


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

Attendees: Dennis Lindberg, Lester Kriesel, Charles Peterson, Carl Leuthard, Jo Leuthard, Jesse Ewert, Dawn Othoudt, Lloyd Campbell, Melinda Campbell, Terry Carlile, Elaine Philippi

AUGUST 2009

PRELIMINARY

CLAIMS										
CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	SPECIALREV	CAPITAL	CEM	FIRE
13972	Connexus Energy	electric utilities	\$182.66	\$182.66						
13973	Connexus Energy	electric utilities	\$150.03							\$150.03
13974	Kennedy & Graven	legal services	\$279.00	\$279.00						
13975	Bogart Pederson	engineering	\$1,867.50			\$1,867.50				
13976	Princeton Township	road grading	\$250.00		\$250.00					
13977	Office Depot	office supplies	\$14.87	\$14.87						
13978	West Branch Const	road work	\$2,250.00		\$2,250.00					
13979	AT&T Mobility	fire cell phones	\$84.48							\$84.48
13980	IKON Office	copy machine maintenance	\$130.04							\$130.04
13981	IKON Office	copy machine lease	\$641.25	\$641.25						
13982	MN Fire Serv Cert	training	\$140.00							\$140.00
13983	Clarey's Safety Eq	scba maint/repair	\$645.00							\$645.00
13984	Emerg Appar Maint	truck repair services	\$1,114.51							\$1,114.51
13985	BCA/Training	training	\$480.00							\$480.00
13986	MAT Agency	insurance	\$155.00							\$155.00
13987	Roger Nelson	gopher (99 pair)	\$148.50	\$148.50						
13988	Boyer Truck	supplies	\$107.02		\$107.02					
13989	Peoples Bank	COJ payment	\$68,701.50					\$68,701.50		
13990	U.S. Bank	941 tax deposit - july	\$1,663.73		\$916.86					
13991	Lester W. Kriesel	cemetery care (june)&mark	\$75.00						\$75.00	
13992	Scott Anderson	wages (jan-june)	\$333.15							\$333.15
13993	Mark Bennett	wages (jan-june)	\$763.95							\$763.95
13994	Larry Boeke	wages (jan-june)	\$570.03							\$570.03
13995	Matt Bounds	wages (jan-june)	\$202.03							\$202.03
13996	Mike Brinwall	wages (jan-june)	\$355.77							\$355.77
13997	James Buell	wages (jan-june)	\$361.32							\$361.32
13998	Travis Carlson	wages (jan-june)	\$474.21							\$474.21
13999	Jeremy Evans	wages (jan-june)	\$610.91							\$610.91
14000	Robin Fischer	wages (jan-june)	\$419.50							\$419.50
14001	Donald Larsen	wages (jan-june)	\$526.39							\$526.39
14002	Steve McGinnes	wages (jan-june)	\$173.13							\$173.13
14003	Terry Nemerov	wages (jan-june)	\$327.62							\$327.62
14004	Don Nordeen	wages (jan-june)	\$348.85							\$348.85
14005	Jim Oliver	wages (jan-june)	\$491.76							\$491.76
14006	Jim Page!	wages (jan-june)	\$497.02							\$497.02
14007	Mike Rademacher	wages (jan-june)	\$335.46							\$335.46

JS

2/1/09

AUGUST 2009

PRELIMINARY

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	SPECIALREV	CAPITAL	CEM	FIRE
14008	Justin Sucket	wages (jan-june)	\$411.67							\$411.67
14009	Bill Swigart	wages (jan-june)	\$58.88							\$58.88
14010	Gary Taylor	wages (jan-june)	\$528.01							\$528.01
14011	Brian Torborg	wages (jan-june)	\$915.47							\$915.47
14012	Mary Beth Torborg	wages (jan-june)	\$831.11							\$831.11
14013	Patrick Wagner	wages (jan-june)	\$192.78							\$192.78
14014	Rick Wagner	wages (jan-june)	\$384.87							\$384.87
14015	Joe Kiel	wages (jan-june)	\$446.37							\$446.37
14016	Chuck Nagle	wages (jan-june)	\$390.64							\$390.64
14017	Eric Otte	wages (jan-june)	\$290.90							\$290.90
14018	Qwest	phone & internet	\$171.08	\$171.08						
14019	Qwest	phone & internet	\$210.94							\$210.94
14020	Bogart Pederson	engineering	\$2,277.50			\$2,277.50				
14021	Commercial Asphalt	hot mix	\$1,197.82		\$1,197.82					
14022	Circle 9 Conoco	fuel	\$49.20		\$49.20					
14023	Larry Handshoe	wages	\$318.70	\$318.70						
14024	Larry Handshoe	mileage	\$27.50	\$27.50						
14025	Jay Swanson	wages (june)	\$332.46	\$332.46						
14026	AT&T Mobility	r&b cell phone	\$46.67		\$46.67					
14027	U.S. Bank	credit card charges	\$99.72		\$99.72					
14028	Essig Construction	road blading	\$1,531.25		\$1,531.25					
Auto	MN Dept of Revenue	july withholding tax	\$303.64	\$141.46	\$162.18					
14029	Marvs True Value	supplies	\$291.34		\$161.04				\$10.67	\$119.63
Auto	PERA	town board contribution	\$35.00	\$35.00						
14030	CenterPoint Energy	gas utilities	\$16.52							\$16.52
14031	CenterPoint Energy	gas utilities	\$20.26	\$20.26						
14032	BlueCrossBlueShield	health insurance-september	\$791.00		\$791.00					
14033	Jeff Holm	wages	\$308.71	\$308.71						
14034	Jim Oliver	wages	\$187.10	\$187.10						
14035	Jim Oliver	mileage	\$33.00	\$33.00						
14036	Jay Swanson	wages (july)	\$166.23	\$166.23						
Auto	PERA	town board contribution	\$53.00	\$53.00						
Auto	MN Dept of Revenue	july fuel tax	\$39.84		\$39.84					
		totals	\$98,630.37	\$3,807.65	\$7,602.60	\$4,145.00	\$0.00	\$68,701.50	\$85.67	\$14,487.95