BALDWIN TOWNSHIP REGULAR MEETING

January 4, 2010

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

Call to Order – The regular January 4, 2010 meeting of Baldwin Township was called to order by Chairman Jeff Holm at 7:01 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 – Swanson/Lawrence unanimous to approve regular meeting agenda without additions or corrections.

December 2009 Final Treasurer's Report – The clerk/treasurer reported receipts of $631,967.00 and disbursements of $458,797.61, check numbers 14243-14321 and 7 EFT payments leaving a balance of $563,994.21. The December 2009 final treasurer's report was accepted subject to audit.

January 2010 Preliminary Treasurer's Report – The clerk/treasurer reported receipts of $28,829.18 and disbursements of $2,952.34, check numbers 14322-14332 and no EFT payments, leaving a preliminary balance of $590,085.19.

Sheriff's Report – Sergeant Novotny reported 162 calls for the month of December.

Approval of Consent Agenda - Approve Town Board Meeting Minutes of December 7, December 8, December 15 and December 22, 2009.
December 7, 2009 meeting minutes: Swanson requested change under "Approve/Disapprove Fire Truck Financing Proposals". The voice vote changes from "Lawrence. Oliver and Holm in favor and Swanson and Handshoe opposed" to "Lawrence, Oliver and Swanson in favor and Holm and Handshoe opposed". Handshoe/Lawrence unanimous to approve with changes.

December 8, 2009 meeting minutes: Handshoe/Lawrence unanimous to approve as submitted.

December 15, 2009 meeting minutes: Swanson requested a correction under "Review Fire Department Handbook", second sentence to change "person" to "personal". With this change, Handshoe/Lawrence unanimous to approve.

December 22, 2009 meeting minutes: Handshoe/Lawrence unanimous to approve as submitted.

Open Forum for Citizens – None.

OLD BUSINESS:

Fire Department Report – Department Representative Jim Pagel said the delivery of the new truck will be the 30th of December. He reported that Baldwin Fire Department had 1 grass fire, 2 gas leaks, 10 medicals and 1 structure fire.

Relief Association Report – Jim Oliver stated that the relief association is for the fire department retirement. The association also deals with fund raisers. There are two different funds: 1) general fund, which handles fund raisers and dues, and 2) special fund for retirement. The general fund has two accounts: 1) fund raisers, which has a balance of $3,885.07, and 2) dues account, where members pay monthly dues. The balance is $635.87 and a burnout fund balance is $859.23. The special fund balance is approximately $228,000. The fund is untouchable except for administrative costs. An audit is performed each year. Swanson questioned if that fund was partially funded by the state with Oliver replying yes. Pagel stated that some of the state money is generated by homeowner insurance. Holm stated that the township probably won't need to levy for in the future. Oliver stated that it is over because there have been no retirements at this time and there are very few that can retire. Holm stated that there will be a lengthy discussion at the budget meeting. Township resident, Julius Dorweiler, stated that the current proposal for 2009 is $25,000. At the present time there is a surplus of $157,000. Oliver stated $228,000. Dorweiler stated $157,000, the amount of money over the liability and he feels it is pretty irresponsible, in his opinion. Over $100,000 was put in by taxpayers and can't be touched. It is sitting in a retirement investment account drawing interest for the relief association. The money could have gone for maintenance. The township is only obligated for the excess liability. Oliver stated that the reasoning was once we got established we would not have to use township help. No one has touched their retirement yet. Oliver offered Dorweiler information on all fire departments and their funding. Dorweiler stated that the information should be given to the town board. The actual calculation shows a $157,000 surplus. Oliver stated that he will get with the accountant and find out exactly how the numbers came about and will get back to Dorweiler. Lawrence stated that the residents established the $25,000 and it was not proposed on behalf of the board at that time to get it started. After that, it was proposed by the board. Dorweiler stated that the town board is in an undefendable position of having a surplus in this fund. The board reduced the budget in other areas that could use the money, such as road and bridge. Holm stated that the board will look at what level the benefits would be and he doesn't see why the township should put money in as we are overfunded. The issue will be taken under advisement for the budget meeting.

Park Committee Report – There was no park meeting in December. Baldwin Township put up a snow fence and no motorized vehicles signs in the Young Park. Estimates are being obtained for costs of future projects.

TABLED ITEMS: None.

NEW BUSINESS:

Approve/Disapprove Obtaining Bank Quotes for Services – Swanson/Handshoe unanimous to obtain proposals from all the local banks including The Bank of Elk River, Bremer, US Bank, Sherburne State Bank and Peoples Bank of Commerce.

Approve/Disapprove Sherburne County Zoning Ordinance Amendment #173 – Oliver/Handshoe unanimous to approve the Sherburne County Zoning Ordinance Amendment #173.

Approve/Disapprove Sherburne County Zoning Amendment to Zoning Map #174 – Oliver/Swanson unanimous to approve Sherburne County Zoning Amendment to Zoning Map #174.

Schedule Clean Up Day – Swanson/Handshoe unanimous to schedule Clean Up Day for May 1, 2010 from 8:00 a.m. to 12:00 noon.

Schedule Budget/Line Item Meeting – The budget line item meeting is scheduled for February 9th at 7:00 p.m.

Determine Annual Meeting Location – Swanson/Handshoe unanimous to approve using the old maintenance shop for the annual meeting location.

Approve/Disapprove 2010 Pay Equity Report – Swanson/Handshoe unanimous to approve keeping the same pay equity as 2008. A letter will be sent to the state asking for more representation, and a meeting will be requested with Faith Zwemke.

Approve/Disapprove 2010 Clean Up Day Application – Swanson/Handshoe unanimous to approve the 2010 Clean Up Day application.

Motion to Approve Bills for Payment – Swanson/Handshoe unanimous to approve payment of check numbers 14322 to 14332 totaling $2,952.34.

Adjournment – Swanson/Handshoe unanimous to adjourn at 8:11 p.m.

Cathy Stevens

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

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

Attendees: Tom Rush, Julius Dorweiler, Jim Pagel

DECEMBER 2009 FINAL

CLAIMS

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
14243	Connexus Energy	*electric utilities*	$222.55	$222.55						
14244	Connexus Energy	*electric utilities*	$150.44							$150.44
14245	AT&T Mobility	*fire cell phones*	$124.66							$124.66
14246	Finken Great Glacier	*water & cooler rental*	$49.29	$49.29						
14247	IKON Office	*copy machine maintenance*	$1,225.28	$1,225.28						
14248	U.S. Bank	*credit card charges*	$108.00		$108.00					
14249	Essig Construction	*road blading*	$1,187.50		$1,187.50					
14250	Princeton Township	*road blading*	$125.00		$125.00					
14251	Surplus Services	*misc furniture & equipment*	$192.50	$71.50	$121.00					
14252	Joel Stottrup	*gopher (8 pair)*	$12.00	$12.00						
14253	Tavis Metal	*truck modification*	$6,415.00							$6,415.00
14254	EmergencyApparatus	*vehicle maintenance*	$808.98							$808.98
14255	Erickson Asphalt	*baldwin meadows culdesac*	$10,310.00		$10,310.00					
14256	Qwest	*phone & internet*	$172.58	$172.58						
14257	Qwest	*phone & internet*	$210.96							$210.96
14258	Greg Anderson Auto	*tires & tire repair*	$1,139.00		$1,139.00					
14259	Brake Chamber Tools	*r&b supplies*	$49.95		$49.95					
14260	Office Depot	*office supplies*	$263.83	$263.83						
14261	MAT	*conference registration*	$175.00	$175.00						
14262	Wells Fargo	*fire station payment*	$13,397.32					$13,397.32		
14263	Wells Fargo	*fire trucks & equipment*	$19,937.96							$19,937.96
14264	MAT Agency	*workers comp insurance*	$11,203.00	$206.35	$6,791.35					$4,205.30
14265	West Branch Const	*sweeping & elk lake roads*	$850.00		$850.00					
14266	Larry Handshoe	*wages*	$451.33	$451.33						
14267	St. Cloud Truck	*r&b supplies*	$114.04		$114.04					
Auto	MN Dept of Revenue	*november tax withholding*	$485.57	$223.31	$262.26					
Auto	EFTPS	*november 941 tax withhold*	$2,742.48	$1,265.70	$1,476.78					
Auto	MN Dept of Revenue	*october fuel tax*	$37.94		$37.94					
Auto	MN Dept of Revenue	*november fuel tax*	$32.79		$32.79					
14268	Marvs True Value	*supplies*	$305.60	$113.60	$192.00					
14269	Jim Oliver	*wages*	$617.43	$617.43						
14270	Jim Oliver	*mileage & reimbursement*	$442.32	$442.32						
14271	Donald Larsen	*janitorial service - november*	$150.00						$150.00	
14272	AT&T Mobility	*r&b cell phone*	$46.72		$46.72					
14273	Kern DeWenter	*final audit payment*	$3,350.00	$3,350.00						
14274	Petty Cash	*postage*	$45.73	$45.73						

DECEMBER 2009 FINAL

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
14275	Neft Auto Supply	*supplies*	$183.28		$169.90					$13.38
14276	Kennedy & Graven	*legal services*	$124.00	$124.00						
14277	ECM Publishers	*employment ad*	$62.75	$62.75						
14278	Lester W. Kriesel	*cemeterymarking&caretaker*	$75.00						$75.00	
14279	EastCentralSanitation	*garbage service*	$45.64	$22.82						$22.82
14280	Bogart Pederson	*engineering*	$500.00			$500.00				
14281	Knife River	*104th street partial payment*	$66,966.90		$66,966.90					
14282	Jeff Holm	*wages*	$593.74	$593.74						
14283	Jeff Holm	*mileage*	$19.80	$19.80						
14284	CenterPoint Energy	*gas utilities*	$80.75							$80.75
14285	CenterPoint Energy	*gas utilities*	$189.81	$189.81						
14286	Towmaster, Inc.	*snowplow & wing*	$25,142.00					$25,142.00		
14287	PrincetonAnimalClinic	*animal impounding*	$406.14	$406.14						
14288	Boyer Truck	*r&b supplies*	$230.43		$230.43					
14289	Bryan Lawrence	*wages*	$280.65	$280.65						
14290	Bryan Lawrence	*mileage*	$18.70	$18.70						
Auto	PERA	*town board contribution*	$210.26	$210.26						
14291	Jay Swanson	*wages*	$307.06	$307.06						
14292	Terry Carlile	*wages*	$667.03		$667.03					
14293	Cheryl Goetz	*wages*	$117.93	$117.93						
14294	Zachary Good	*wages*	$821.94		$821.94					
14295	void	*void*								
14296	Cathy Stevens	*wages*	$1,260.85	$1,260.85						
14297	Phillip Fadden	*wages*	$185.94		$185.94					
14298	Matthew Hendrickson	*wages*	$42.30		$42.30					
14299	Dennis Lindberg	*wages*	$281.30		$281.30					
14300	Robert Lueck	*wages*	$36.48		$36.48					
14301	Mark Otis	*wages*	$177.92		$177.92					
14302	Vern Ruter	*wages*	$128.36		$128.36					
14303	Gary Taylor	*wages*	$14.01		$14.01					
14304	Joseph Zabilla	*wages*	$48.67		$48.67					
Auto	PERA	*employee contribution*	$525.85	$236.85	$289.00					
14305	General Safety Equip	*fire truck*	$276,116.00					$276,116.00		
14306	Terry Carlile	*wages*	$787.01		$787.01					
14307	void	*void*								
14308	Cheryl Goetz	*wages*	$56.72	$56.72						
14309	Zachary Good	*wages*	$928.46		$928.46					
14310	void	*void*								
14311	Cathy Stevens	*wages*	$1,165.46	$1,165.46						

DECEMBER 2009

FINAL

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
14312	void	*void*								
14313	Louis Christen	*wages*	$152.38		$152.38					
14314	Phillip Fadden	*wages*	$568.86		$568.86					
14315	Matthew Hendrickson	*wages*	$93.09		$93.09					
14316	Dennis Lindberg	*wages*	$544.68		$544.68					
14317	Robert Lueck	*wages*	$100.34		$100.34					
14318	Mark Otis	*wages*	$519.57		$519.57					
14319	Vern Ruter	*wages*	$184.85		$184.85					
14320	Joseph Zabilla	*wages*	$98.69		$98.69					
14321	Larry Handshoe	*snowplowing wages*	$42.85		$42.85					
Auto	PERA	*employee contribution*	$540.41	$207.87	$332.54					
		totals	**$458,797.61**	**$14,189.21**	**$97,257.83**	**$500.00**	**$0.00**	**$314,655.32**	**$225.00**	**$31,970.25**

JANUARY 2010 PRELIMINARY

CLAIMS

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	CAPITAL	CEM	FIRE
14322	Larry Handshoe	*wages*	$274.48	$274.48						
14323	Jeff Holm	*wages*	$456.05	$456.05						
14324	Qwest	*phone & internet*	$174.77	$174.77						
14325	Qwest	*phone & internet*	$210.88							$210.88
14326	Connexus Energy	*electric utilities*	$241.53	$241.53						
14327	Connexus Energy	*electric utilities*	$97.03							$97.03
14328	CenterPoint Energy	*gas utilities*	$433.39	$433.39						
14329	AT&T Mobility	*fire cell phones*	$124.09							$124.09
14330	AT&T Mobility	*r&b cell phone*	$46.72		$46.72					
14331	Jim Oliver	*wages*	$519.20	$519.20						
14332	Bryan Lawrence	*wages*	$374.20	$374.20						
		totals	**$2,952.34**	**$2,473.62**	**$46.72**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$432.00**