BALDWIN TOWNSHIP WORKSHOP

June 20, 2011

Present – Supervisors Jay Swanson, Kim Good, Larry Handshoe and Tom Rush. Supervisor Randy Atwood arrived at 7:58 p.m.

Call to Order – The June 20, 2011 Baldwin Township workshop was called to order by Chairman Jay Swanson at 7:03 p.m.

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

Discussion with the Government Innovations Task Force – Swanson stated that the agenda items will all be tied together with this discussion. Swanson was asked to set up this meeting. The task force wants to move onto budgeting and would like direction from the town board. Swanson firmly believes that the board needs to interview several professional planners and see which firm fits our philosophy and believes numerous task force responsibilities will come to fruition with professional people.

Elaine Philippi stated that the task force wants to utilize their time well and, with the whole board present, would like to touch briefly on the comprehensive plan as it our second goal. What is the task force's role now with the comprehensive plan? Swanson replied that he does not know how far the task force has gone and, even after he had told the task force several items that they could be doing, was told by the task force members that they did not want to go ahead with his suggestions. Discussion regarding holding a second visioning session along with hiring professional people.

Rush stated that he has a slightly different approach. He would prefer to see the planning commission and an HCP coordinator in place along with the bylaws and job description. When another dinner is held we need to have some concrete results.

Good stated that she agrees with Rush along with adding a planner and a comprehensive plan firm. Rush stated that, once a planning commission is in place along with an HCP coordinator, the board will then meet with all three task forces' and determine their objective. Good stated that after it is all pulled together then another visioning session should be held. Handshoe stated that it will happen with a planner on board. The board is hoping to hold another community session in August or September.

Dean Kleinhans stated that the current grant cannot be closed out without good objectives for the next stage. Dale Nordby replied that they are not doing anything with the comprehensive plan until the planning commission is established. Kleinhans stated that he cannot see the comprehensive plan as being part of the HCP program if it is part of a planning commission. Swanson stated that it is because of the HCP program that the planning commission came to be. He had heard from Don Hickman that we are

treading new water as being a township. HCP monies could be utilized for all of this, including professional fees.

Dale Nordby stated that their task force would like the town board to eventually consider appointing a permanent budget commission after he listed projects which a budget project would consist of. Good stated that a lot of the items on the list refer to what a financial analyst would do. Nordby stated that it is important for the average citizen of the community to have a readable report. There is too much detail in the audit report. Rush stated that the township will still have an annual audit and the clerk will do a general snapshot of the finances prior to the Annual Meeting. The board members and the task force members then reviewed priorities. Good stated that the comprehensive plan and the property address signs goals are not completely done. The budget item list has value but she would not like to make busy work for the task force. Nagle then asked if there was anything of value that the task force can do in the next month or two. Swanson replied that the quotes for the signs are needed, which Rich Harris is working on. Atwood questioned if there was a standard placement required for the signs. Nagle replied that the ordinance defined the placement. Good stated that the board needs to know exactly how much each sign would cost and how many signs are needed. Rush stated that he would also like to see an action plan on how the signs would get installed.

Swanson stated that the budgeting project would benefit with a planner. This could be part of an application for what this group wants to do for the second grant. Nordby questioned if the task force should maintain the same projects as when they started in December with Swanson replying 'yes'. Nagle questioned if the task force should work on obtaining names of planners and comprehensive firms or obtain request for proposals for planning firms. Swanson replied that the board will handle the request for proposals.

Discuss HCP Coordinator Job Description – The advertisement will run in the St. Cloud and Princeton Union Eagle papers and to Don Hickman, Initiative Foundation. Some, if not all, of the cost will be covered by HCP monies. Along with a coordinator, one board member will still be a liaison for each task force as the town board controls expenditures. Kleinhans questioned if the task forces can operate without the open meeting law. Swanson replied that the task force members are noncommissioned officers and explained that the open meeting law should be followed. Nagle replied that at the township legal seminar he was told that the task forces' do not qualify as to following the open meeting law.

Rush questioned if the township wants both a grant writer and an HCP Coordinator. The town board reviewed recommendations from both the Government Innovations Task Force along with the Parks, Environment and Social Capital Task Force. The Government Innovations Task Force will combine the two and then resubmitted for approval by the town board.

Discuss Planning Commission Job Description & Bylaws – The town board reviewed the job description submitted by the Government Innovations Task Force and

also the desirable qualifications. Handshoe stated he would prefer to see five planning commission members instead of seven. Good stated she would like to get rid of the alternate position. Nordby replied that they had included an alternate as we have never had a planning commission before. Both Atwood and Handshoe agreed that they would like the alternate taken out of the bylaws. Good stated that she would like to see it as a homesteaded property owner instead of just a property owner. Good, Handshoe, Rush and Atwood agreed that the commission members should get paid $10/meeting payable on an annual basis. The bylaws will be sent to the township attorney for review prior to adoption by the town board.

Discuss Comprehensive Plan Firms – The clerk will contact planning companies and, on the July regular town board meeting agenda, determine meeting dates to meet with representatives from the planning firms.

Adjourn – Handshoe/Rush unanimous to adjourn at 9:58 p.m.

Cathy Stevens

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

Jay Swanson

Approved By: (s/) Jay Swanson
Chairman, Board of Supervisors
Baldwin Township

Attendees: Chuck Nagle, Elaine Philippi, Dean Kleinhans, Rich Harris, Dale Nordby