

BALDWIN TOWNSHIP REGULAR MEETING

February 21, 2012

Present – Supervisors Jay Swanson, Tom Rush, Randy Atwood, Kimberly Good and Larry Handshoe.

Call to Order – The February 21, 2012 regular meeting of Baldwin Township was called to order at 7:03 p.m. by Chairman Jay Swanson.

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

Additions/Corrections to Agenda – Taken off the agenda under New Business “Discuss Fire Department Requests for Maintenance” and same item to the March 5, 2012 agenda; add “The Hunger Challenge” to under announcements and move from New Business “Approve/Disapprove 5 Pagers for Fire Department for a Total Cost of \$2,500” right after Open Forum.

Approval of Regular Meeting Agenda With/Without Additions/Corrections – Handshoe/Rush unanimous to approve regular meeting agenda as amended.

February 2012 Final Treasurer’s Report – The clerk reported receipts of \$58,808.93 and disbursements of \$44,563.25, check numbers 16235 through 162311 and 6 EFT payments leaving a preliminary balance of \$459,552.28.

Sheriff’s Report

- **2011 Annual Report** – Sheriff Joel Brott gave a presentation of the 2011 Annual Report from the Sherburne County Sheriff’s Office.

Grant Process Update – Gina Hugo, Sherburne County Soil & Water was present and handed out the following information on the grant:

CPL Grant
Young Park Ecosystem Enhancement

TOTAL BUDGET

Work or Material	Qty.	Unit	Unit Price	Amount
1) Backham Removal & Treatment	14	ac	1,270.00	17,600.00
2) Follow up control of backham regeneration on 14 acres Year 1 after initial removal	14	ac	450.00	6,300.00
3) Follow up control of backham regeneration on 14 acres Year 2 after initial removal	14	ac	450.00	6,300.00
4) Selective thinning plan and implementation on 10 acres of oak woodland	10	ac	610.00	6,100.00
5) Prescribed burning on 16.8 acres of existing prairie (on 4 separate fields)	16.8	ac	185.00	3,091.00
6) Seeded preparation (to smooth and firm) on 3 acres of retired agricultural field (on 2 separate fields)	3	ac	610.00	1,830.00
7) Integrated Plant Management on all prairie - Time and materials not to be exceeded (includes one complete site mowing) Year 1 after installation	16.8	ac	235.00	3,951.00
8) Integrated Plant Management on all prairie - Time and materials not to be exceeded (includes one complete site mowing) Year 2 after installation	16.8	ac	235.00	4,249.00
9) Pine Plantation openings-3 openings varying from 1/10-3/10 Acre each	1	job	4,450.00	4,450.00
10) Pine Plantation openings-3 openings varying from 1/10-3/10 Acre each	1	job	4,600.00	4,600.00
11) Prairie Seed >28 local ecotype (prairie mix)	16.8	ac	1,200.00	19,920.00
12) Biological Planting of Native local ecotype seed - 1/20 prairie	3	ac	60.00	180.00
13) Grass Seed Planting of Native local ecotype seeds - 1/20 prairie	13.8	ac	45.00	620.00
14) Seedling nurseries - 240 native ecotype seedlings	240	seedlings	4.16	998.00
15) Biological Planting of Native local ecotype seed - 200 native ecotype seedlings	200	seedlings	10.00	2,000.00
16) Saplings 200 native ecotype	200	seedlings	8.50	1,700.00
17) Grant Administration	46	Staff Hours	50	2,300.00

6% Contingency on Invoiced Costs 3,953
Sales Tax on applicable items* 1,891.69

Total 81,177.87

CASH MATCH 2855.00

GRANT MATCH 23,000.00

Open Account Advanced in early April

Meeting Minutes of January 31(Closed Employee Meeting & Workshop) and February 6, 2012

Open Forum for Citizens – Mike Rademacher, 128th Street, noted that the candidate forum has been cancelled because of concern with potential political affiliation and the prospect of spending taxpayer dollars. He said he would be disappointed if the forum leaves Baldwin Township and would hope the board would reconsider their position on this matter.

Chuck Nagle, 131st Street, commended the town board regarding the letter sent to the City of Princeton and putting the meeting packet on the website. He also suggested that the financials be available in the meeting packet that is on the website. He spoke of Princeton Township's audit. He also suggested that Rick Johnson be publically acknowledged for his donation of time and equipment.

Approve/Disapprove 5 Pagers for Fire Department for a Total Cost of \$2,500 – Chief Rademacher said the fire department will be interviewing a large pool of candidates and would like approval to purchase extra pagers in case some are in need of repair. Handshoe/Atwood unanimous to approve purchasing 5 pages for the fire department for a total cost of \$2,500.

INTERIM USE PERMITS: None.

PLATS: None.

VARIANCES: None.

OLD BUSINESS:

Discuss Planning Commission – Good said 2 applications have been received for the planning commission. An ad will be run for another 2 weeks in the Princeton Union-Eagle and the Star News to try to generate interest for more candidates.

Schedule Planner Interviews – It was decided to wait until the planning commission is in place so the applicants can be present. It was also decided to include Bob Bunger in the interviews. Possible dates for the board to be available are March 8th at 7:00 p.m. and March 27th at 7:00 p.m.

Status of E2 – According to Atwood the final check for the sale of the E2 was \$4,950 less the 10% commission. The money will be applied to the Wells Fargo lease agreement.

Approve/Disapprove Maintenance Job Description – Rush/Handshoe unanimous to table until the March 5th Baldwin Township regular meeting.

Approve/Disapprove Installing Louis Christen Into Maintenance Job Position –
Good/Handshoe unanimous to table approving/disapproving installing Louis Christen

Discuss/Approve/Disapprove Previous Motion to Approve League of Women Voters – After discussion Good/Atwood motion to rescind motion to approve previous motion to approve League of Women Voters present at a candidate forum. Voice vote taken with Good, Atwood and Rush saying yea; Swanson and Handshoe abstaining. Motion carried.

Discuss/Update on Otto Bremer Grant – Rush thanked the clerk for getting the grant information out in a timely manner. Information should be available at the end of May. The grant was submitted for \$25,000.

Reschedule Grant Training – The dates to reschedule the grant training are February 28th and March 14th.

Status of Planning Commission Applicants – See above.

TABLED ITEMS: None.

NEW BUSINESS:

Discussion of Flood Map Update – Baldwin resident Ross Perry was not present.

Approve/Disapprove 5 Pagers for Fire Department for a Total Cost of \$2,500 – See above.

Approve/Disapprove Annual Meeting Agenda – Good/Handshoe unanimous to approve as amended. The changes will be that the start and end times for each item will be deleted; the road report and budget proposal be right next to each other; the request for funding will be moved to after the treasurer's report.

Approve/Disapprove Ad for Summer Help – Good/Handshoe unanimous to disapprove an ad for summer help, and utilize the drivers we currently have.

Discuss/Approve/Disapprove Submitting Comments Regarding Water Management Issues to the Sherburne County Soil & Water Conservation District
Handshoe/Good unanimous to table until the second regular meeting in March.

Review Line Items That Are Over Budget – The clerk provided the town board with a current budget year-to-date revenue/expense report. The board reviewed the line items that were over budget.

ANNOUNCEMENTS:

- The Hunger Challenge led by Hunger Free Sherburne County, March 4th through the 10th.

Any Other Business:

Rush said there has been some dumping of mattresses and appliances in the township area behind the salt/sand shed. The sheriff's department will be doing extra patrol.

Motion to Approve Bills for Payment – Handshoe/Good unanimous to approve check numbers 16288 through 16311 totaling \$20,699.86 for payment.

Adjournment – Handshoe/Rush unanimous to adjourn at 8:48 p.m.



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



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

Attendees: Sue Bican, Lester Kriesel, Gina Hugo, Elaine Philippi, Jess Hall, Carol Swanson, Elaine Byker, Chuck Nagle, Sheriff Joel Brott, Gina Hugo

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FINAL

FEBRUARY 2012

CLAIMS										
CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	DEBT SERVICE	CEM	FIRE
16235	Ancom Communicat.	communication	\$551.13							\$551.13
16236	AT&T Mobility	cell phones & ipads	\$262.67	\$122.42	\$54.70					\$85.55
16237	Bogart Pederson	engineering	\$250.00			\$250.00				
16238	Central Fleet Service	vehicle repairs & parts	\$151.33		\$140.59					\$10.74
16239	Central Hydraulics	vehicle repairs & parts	\$1,311.48		\$1,311.48					
16240	CenturyLink	phone and internet	\$428.80	\$285.25						\$143.55
16241	Cheryl Dobson	reimbursement	\$695.76	\$695.76						
16242	Circle 9	fuel	\$57.97		\$14.06					\$43.91
16243	Clarey's Safety Eq	supplies	\$14.57							\$14.57
16244	Connexus Energy	electric utilities	\$460.32	\$460.32						
16245	Connexus Energy	electric utilities	\$205.11							\$205.11
16246	Connexus Energy	electric utilities	\$38.06				\$38.06			
16247	Donald Larsen	janitorial service	\$150.00							
16248	EastCentralSanitation	garbage service	\$45.64	\$22.82						\$150.00
16249	ECM Publishers	legal notices, notices	\$288.95	\$288.95						\$22.82
16250	Finken Great Glacier	water cooler rent & water	\$37.82	\$37.82						
16251	IKON Office Solutions	copy machine lease	\$641.25	\$641.25						
16252	Kennedy & Graven	attorney fees	\$99.00	\$99.00						
16253	Kimberly Good	mileage	\$12.21	\$12.21						
16254	Larry Boeke	reimbursement	\$228.84							\$228.84
16255	Larry Handshoe	mileage	\$16.65	\$16.65						
16256	Lester W. Kriesel	cemetery caretaker	\$50.00						\$50.00	
16257	MATTI	insurance	\$38.00				\$38.00			
16258	Midwest Fire & Rescue	supplies	\$390.10							\$390.10
16259	Minuteman Press	newsletter	\$320.30	\$320.30						
16260	M-R Sign Co.	road signs	\$90.48		\$90.48					
16261	North Am. Salt Co.	road salt	\$3,604.71		\$3,604.71					
16262	NEsherbFireRelief	relief association	\$51.73							\$51.73
16263	Office Depot	office supplies	\$66.22	\$66.22						
16264	Petty Cash	postage	\$57.73	\$46.48						\$11.25
16265	PrincetonAnimal Clinic	animal impounding	\$106.52	\$106.52						
16266	St.CloudFireEquip	fire extinguisher service	\$372.37							\$372.37
16267	Titan Machinery	supplies	\$26.19		\$26.19					
16268	U.S. Bank	credit card charges	\$5.33	\$5.33						
16269	Phillip Holland	wages	\$28.30							\$28.30
16270	Michael Rademacher	wages	\$230.60							\$230.60
16271	Terry Carlile	wages	\$288.18		\$288.18					\$288.18

FEBRUARY 2012

FINAL

CHECK	TO WHOM	FOR WHAT	AMOUNT	GEN	R & B	ENG.	PARKS	DEBT SERVICE	CEM	FIRE
16272	Cheryl Dobson	wages	\$332.39	\$332.39						
16273	Kimberly Good	wages	\$327.42	\$327.42						
16274	Larry Handshoe	wages	\$236.77	\$236.77						
16275	Thomas Rush	wages	\$282.42	\$282.42						
16276	Louis Christen	wages	\$756.03		\$756.03					
16277	Phillip Fadden	wages	\$471.87		\$471.87					
16278	Timothy Imholte	wages	\$318.12		\$318.12					
16279	Roger Johnson	wages	\$122.90		\$122.90					
16280	Kristopher Macko	wages	\$284.22		\$284.22					
16281	Mark Otis	wages	\$405.33		\$405.33					
16282	Cathy Stevens	wages	\$1,357.40	\$1,357.40						
EFT	PERA	town board contribution	\$96.50	\$96.50						
EFT	PERA	employee contribution	\$501.77	\$320.20	\$181.57					
16283	Thomas Rush	mileage	\$23.87	\$23.87						
EFT	MN Dept of Revenue	fuel tax - january	\$173.60		\$173.60					
EFT	MN Dept of Revenue	january withholding tax	\$359.23	\$243.68	\$115.55					
EFT	EFTPS	january 941 tax payment	\$3,729.28	\$1,197.64	\$626.88					\$1,904.76
16284	Louis Christen	wages	\$323.68		\$323.68					
16285	Phillip Fadden	wages	\$28.98		\$28.98					
16286	Cheryl Dobson	wages	\$331.21	\$331.21						
16287	Cathy Stevens	wages	\$1,355.30	\$1,355.30						
EFT	PERA	employee contribution	\$370.78	\$319.50	\$51.28					
16288	Ancom Communicat.	communication	\$105.00							\$105.00
16289	Bogart Pederson	engineering	\$5,220.00			\$5,220.00				
16290	Boyer Trucks	vehicle repairs & parts	\$246.49		\$246.49					
16291	CenterPoint Energy	gas utilities	\$442.10	\$442.10						
16292	CenterPoint Energy	gas utilities	\$273.86							\$273.86
16293	Couri & Ruppe	attorney fees	\$120.00	\$120.00						
16294	Donald Larsen	janitorial service	\$120.00	\$120.00						\$120.00
16295	ECM Publishers	notices	\$200.95	\$200.95						
16296	Eggens Bulk Service	fuel	\$1,435.49		\$1,435.49					
16297	Greg Anderson Auto	vehicle parts	\$513.94							\$513.94
16298	IKON Office Solutions	copy machine maintenance	\$317.87	\$317.87						
16299	Marvs True Value	supplies	\$75.34	\$28.16	\$11.89					\$35.29
16300	MillieLacsAreaDAC	newsletter	\$133.70	\$133.70						
16301	Neft Auto Supply	supplies	\$482.83		\$426.87					\$55.96
16302	North Am. Salt Co.	road salt	\$4,265.41		\$4,265.41					
16303	Northstar Alternator	repair	\$159.00		\$159.00					
16304	Office Depot	office supplies	\$155.44	\$155.44						

