

BALDWIN TOWNSHIP REGULAR MEETING

September 10, 2012

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

Call to Order – The September 10, 2012 regular meeting of Baldwin Township was called to order by Chairman Jay Swanson at 7:00 p.m.

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

Additions/Corrections to Agenda

- Add "Leave of Absence for Firefighter" under Old Business 'b'

Approval of Regular Meeting Agenda With/Without Additions/Corrections – Handshoe/Good unanimous to approve the regular meeting agenda with addition and no correction.

September 2012 Preliminary Treasurer's Report - The clerk reported receipts of \$3,018.25 and disbursements of \$59,286.83, check numbers 16764 through 16808 and 6 EFT payments leaving an unaudited balance of \$435,828.56.

Sheriff's Report – There were 200 calls for service in the month of August. Discussion ensued regarding meth labs. Rush said that people are parking late at night towards the rain garden area of the park.

Approval of Consent Agenda – Good/Atwood unanimous to approve Town Board Meeting Minutes of August 21, 2012.

Open Forum for Citizens – Even though some of the potholes have been filled in on 100th Street, George Hanson, 302nd Avenue, said there were still some more to be done. It was discussed that it is near the end of the season for road construction, but Handshoe agreed to take a look to see what can be done.

Chuck Nagle, 131st Street, disagreed with the vote for 112th Street, and stated that it could be a possible conflict of interest.

Gene Nitz, 287th Avenue, is concerned about the drainage problems in the area. After asking where tax dollars are spent, he was given several examples of projects that have been completed at Elk Lake.

Elaine Philippi, 127th Street, is concerned that there are no padded chairs to sit on, and asked about the availability of agenda packets.

Update on Little Elk Lake Basin Project – William Bronder, Sherburne County Soil & Water, was present. He reported that Sherburne County Zoning approved the plan with 8 trees 1-1/2 inch to 1 inch caliber. He has received an estimate of \$961.88 from Steve's Elk River Nursery. The trees are eligible to be paid for by the grant at a 75% rate. The township staff could possibly help plant the trees in the payroll amount of about \$300.00 to match the grant. Steve's Nursery would like a 50% down payment. Swanson questioned if the trees that the township purchased in good faith at the request of zoning could be used. Rush stated that the township received a letter from Lynn, Sherburne County Zoning, stating that the trees had to be at least 2 inches in diameter and that they had to be planted by the end of September. Mr. Bronder responded that Jon Bogart, township engineer, had already talked to Lynn about dormant trees and, in his discussions with Lynn, he had explained to her that a 2 inch caliber tree is impossible to manhandle and plant. Lynn had told him that equivalent would mean two 1 inch trees. The species that the township purchased were not appropriate as they do not want that area shaded. The short answer is no, we cannot pay for those trees as they are not part of the grant. The long answer is that we will pay for the trees that are eligible. Swanson asked if those trees would fulfill what zoning wants with Mr. Bronder replying 'yes'. Rush stated that he would like to see better communication between the departments. Mr. Bronder stated that he had heard about it when Supervisor Good called him. At that time he called Lynn. There was some confusion and he should have probably met with the board before they started. Swanson stated that the conversation will continue with zoning and asked if there were any other projects where the trees could be used. Mr. Bronder replied 'no'. Atwood questioned if there was a warranty on trees, especially with the fall planting. Mr. Bronder replied that he believed the trees would have a one year warranty. The board reviewed the grant with Mr. Bronder. It was determined that the monies paid to have two trees removed will be added into the grant.

CONDITIONAL & INTERIM USE PERMITS: None.

PLATS: None.

VARIANCES: None.

OLD BUSINESS:

Road Report: Handshoe reported that:

- 104th is done along with the 2nd lift
- 277th is done for now with 2nd lift scheduled next year
- 112th Street is in progress
- Working on drainage issue at Elk Lake
- Graveling and Patching

284th Avenue, Birch Acres Road Vacation Update – There is no records of vacating 284th Avenue with either the township or the county.

Rush talking about the boardwalks in the park, asked Bronder is it is okay to remove vegetation. Bronder said that it can be removed, but not by heavy equipment. He also said to let him know if help was needed to plant the trees in Young Park.

Fire Department Report:

- It was reported that there were 14 calls in the month of August.
- The Fire Department dance will be September 22 at Ridgewood Bay starting at 5:00 p.m. There will be a band, food and beverage.
- After being contacted by a resident in Blue Hill, a house burn is scheduled for September 29.
- Discussion on changing the handbook as the state now is paying for firefighter 1 and firefighter 2 training.
- Rademacher would like to see it as an option to be a first responder. Rademacher and Rush will work together on this.
- The original estimated for repairs on E1 was \$8-10,000. Another company came in at \$1200.
- The Fire Department is planning on having hotdogs and chips for the FunFest event. The kitchen fire trailer will be there. Set up will be around noon. The Department will be handing out some fire prevention packets. A good large area for the tug of war is needed.
- Discussion regarding ISO reductions.

Approve/Disapprove Leave of Absence – Good/Handshoe unanimous to approve a leave of absence for Bill Swigart.

Approve/Disapprove Boat & Trailer Auctioned at K-Bid – Rush/Good unanimous to approve auctioning the boat and trailer at K-Bid. Rademacher said that the Fire Department has not trained with the boat and trailer for a long time particularly since Zimmerman has a Hovercraft. Rademacher also mentioned that the county is changing their bandwidth, so the pagers need to be reprogrammed.

PAVC Update – The PAVC has received a Central Regional Arts Council grant for \$1700. An event at Riverside Park will be on the 22nd of September coinciding with the Princeton Chili Fest.

Park Committee Report – Rush reported that they are trying to get the boardwalks installed at the Park. The weeds have already been sprayed. The rock that was found to install the plaque on is not big enough according to Dave Patten. Rush said he has a call into Nancy Riddle regarding the Goose Lake property. The committee will be looking at pavilions at the next meeting.

Approve/Disapprove Installing Trees in Young Park – Handshoe/Atwood unanimous to table until the October 1st meeting in order for Swanson to have time to talk with zoning.

Approve/Disapprove Focus Newsletter – Advertising in the Focus would cost \$95 for 2013, although joining the Chamber of Commerce would be necessary. A motion was made by Handshoe; seconded by Atwood to disapprove. A voice vote was taken with Handshoe, Atwood and Swanson in favor of disapproval; Good and Rush opposed. Motion carries.

Regional Park Committee Update – The 4R Board didn't get the Otto Bremer grant information in time.

TCI Baldwin Volunteer Corps Update – The plans are all coming together for the FunFest event. There will be no form for the 1st Annual Kermit Young Walk/Run. Good/Swanson unanimous to ask Bridget Chard to attend.

Joint Committee with City of Princeton Status – Swanson stated that Mayor Riddle is not running again and he has a copy of the draft agreement on his desk but not with him tonight. Swanson informed the board that Riddle hired his own attorney to draft the paperwork and not the city's attorney.

Approve/Disapprove Road Contract Services Agreement Forwarded to Couri & Ruppe for Their Review – A motion was made by Good; seconded by Handshoe to approve forwarded the Road Contract Services Agreement to Couri & Ruppe for their review. Voice vote taken with Good, Handshoe, Swanson and Atwood in favor; Rush opposed. Motion carries.

TABLED ITEMS:

Approve/Disapprove August 6, 2012 Meeting Minutes – Good/Handshoe unanimous to approve the August 6, 2012 meeting minutes with changes made by the clerk.

Approve/Disapprove Changes to Employee Handbook – Changes to the Employee Handbook on page 7 under the heading Core Hours; and page 7 under the heading FICA are:

Core Hours

The core hours that all *office* employees (exempt and non-exempt) are expected to work are *8:00 a.m. to 4:30 p.m., Monday through Wednesday and 8:00 a.m. to 6:30 p.m. Thursday's. The office will be closed on Friday. The core hours that all maintenance employees are 7:00 a.m. to 3:00 p.m. Monday through Thursday.* Fire employees do not have core hours and work the schedules established by their supervisors.

FICA

FICA is the federal requirement that a certain amount be automatically withheld from employees' earnings. Specifically, FICA requires an employee contribution of 4.2% for Social Security and 1.45% for Medicare. The Township contributes a matching 7.65% on behalf of each employee. Certain employees are exempt or partially exempt from these withholdings (e.g. sheriff officers).

Good/Rush unanimous to approve changes to the Employee Handbook.

Approve/Disapprove Ordinance 301, Addressing Exceptions Within Our Ordinance 300, To Establish Emergency Address Identification – Good/Handshoe unanimous to approve Ordinance 301, addressing exceptions within our Ordinance 300 to establish Emergency Address Identification.

Approve/Disapprove Letter and Road Agreement to City of Princeton – Good/Atwood unanimous to approve the letter and road agreement to the City of Princeton.

Update on MAT's Response on Pre-Employment Physical Forms – To be put on the October 1st agenda for approval/disapproval.

Update/Approve/Disapprove Change to Fire Department Handbook Adding Pre-Employment Physicals – Good/Handshoe unanimous to table until the October 1st meeting.

Approve/Disapprove Purchase of Computer Tower & Software – A motion was made by Good; seconded by Atwood to approve purchasing the HP Computer Tower in the amount of \$1,155.40 with a four year warranty and Microsoft Office Professional Software 2010. A voice vote was taken with Good, Handshoe, Swanson and Atwood in favor. Rush opposed. Motion carries.

NEW BUSINESS:

Approve/Disapprove Sending Deer Trail Easement Paperwork from Sherburne County to Township Attorney for His Review – Good/Atwood unanimous to approve sending the Deer Trail Easement paperwork from Sherburne County to the township attorney for review.

Approve/Disapprove Placing Snowplow Driver Ad – Rush/Handshoe unanimous to approve placing an ad for snowplow drivers to run in the paper for two weeks.

Approve/Disapprove Ordering Error/Omission EMS Signs – Good/Rush unanimous to table until the September 18th meeting.

Approve/Disapprove Sending Letter to Resident Encroaching on Public Access, Lake Helene – Swanson/Rush unanimous to disapprove sending a letter to a resident encroaching on a public access at Lake Helene. Bogart will talk to Kathleen Heaney. If the county is not doing anything, Baldwin needs to do a survey.

Discuss Insurance List – After discussion it was decided that the insurance list be sent to the fire department and the maintenance department to add items, adjust and modify as needed.

Discuss/Approve/Disapprove Purchase of Compact Refrigerator for Shop – A motion was made by Good; seconded by Handshoe to purchase a 4x4 cubic foot refrigerator for the shop. Voice vote taken with Good, Handshoe, Atwood and Swanson in favor; Rush opposed. Motion carries.

Announcements:

- District 7 Meeting, Cambridge,

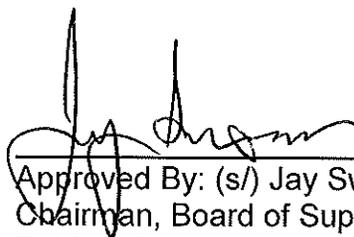
Any Other Business: None.

Motion to Approve Bills for Payment – Handshoe/Good unanimous to approve check numbers 16764 through 16808 and 6 EFT payments totaling \$59,286.83.

Adjournment – Handshoe/Good unanimous to adjourn at 9:37 p.m.



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



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

Attendees: Lester Kriesel, JoAnn M. Graham, Gene Nitz, George Hanson, Elaine Philippi, Audrey Misiura, Michael Misiura, Elaine Byker, William Bronder, Jon Bogart, Chuck Nagle