

BALDWIN TOWNSHIP REGULAR MEETING

August 21, 2012

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

Call to Order – The August 21, 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 to New Business:**
 - Discuss Trees at Rain Garden
 - Approve/Disapprove Volunteer Committees to Build Boardwalks
 - Mode of Operation
- Move 284th Avenue, Birch Acres Update to first item under Old Business

Approval of Regular Meeting Agenda With/Without Additions/Corrections – Handshoe/Rush unanimous to approve agenda with additions.

August Final Treasurer's Report – The Clerk reported August receipts of \$8,093.43; disbursements of \$63,974.27, check numbers 16717 and 16720-16763 and 4 EFT payments totaling \$20,978.09. The August final treasurer's report was accepted subject to audit.

Approval of Consent Agenda – Rush/Good unanimous to table approval of Town Board Meeting Minutes of August 6, 2012 based on the 5-ton road section until the September 10th meeting.

Open Forum for Citizens:

Comment on Planning Commission Bylaws Term– Approaching the Town Board with her concerns Eleanor Rittenour of 108th Street submitted the following argument to change Article III, Section 1 of the Baldwin Township Planning Commission Bylaws:

AUGUST 21, 2012

BALDWIN TOWNSHIP REGULAR MEETING OF THE BOARD OF SUPERVISORS

OPEN FORUM

RE: Baldwin Township Planning Commission proposed bylaws Article III, Section 1: Composition of Planning Commission: "Membership shall consist of seven landowners who are residents to be appointed by the Baldwin Town Board of Supervisors. *The rest of this section describes terms of service, supervisor liason, and how to appoint for vacancy on the commission.*

I am concerned with the term: "landowner (s)" and how this term is defined or how it could be connoted or interpreted by the residents of our township.

1. The term, landowner, means a person who owns land, who has a certificate of ownership stating that the title to the specified property is free and clear, except for any encumbrances or liens (as a mortgage) listed on it. Plus should a single person marry, in our state the spouse is also recognized as an owner despite their name not being on the deed.
2. But, what I find disturbing is this term, "landowner", limits citizen participation in their township government. What about people who rent, or grown children living in their parent's home or elderly living with their children. They're names probably would not be on the deed, thus they would not qualify for the commission, yet they may have, at least for the elderly, owned property for many years in Baldwin which they've sold, or, as in the case of children lived in the township all their lives.
3. Requiring land ownership will diminish and stifle the number of Baldwin residents, i.e. voters., to apply for the commission.
4. So, I would suggest removing this requirement that one has to be a landowner to apply for membership on the Baldwin Planning Commission. Removing this term would implement a freer discussion among commission members bringing in more experiences and more perceptions with planning our township's future.
5. Finally, I do support that people applying for a position on the board of commissioners should be required to have at least 1 year of residing or operating as an owner of a business located in Baldwin, to ensure that applicants have vested, not only financial, but their personal interests, suggestions and concerns for everyone in our township. This will ensure and encourage a truer, more inclusive representation of everyone serving on the commission of our township in addition to a financial investment . And, it gives the township board, which has the power to approve its selections, a wider field of applicants to consider for the commission.

Rittenour's concerns were acknowledged by the Town Board.

CONDITIONAL AND INTERIM USE PERMITS: None.

PLATS:

Approve/Disapprove Renewal of Letter of Credit, Belmont Ridge – Upon Bogart's recommendations, Good/Handshoe unanimous to approve renewal of the letter of credit for Belmont Ridge with the provision contact is made with Sheldon Pool to find out what his intentions are since the road is requiring a second lift. The clerk will send a letter to Pool.

VARIANCES: None.

OLD BUSINESS:

284th Avenue – Birch Acres – Bogart said that the certain portion of 284th is not up to township standards, and it's his understanding that the township has never accepted the road for maintenance. The clerk will review the township records to determine whether the county or the township owns the road. More research is needed. If the township owns the road then something needs to be done

Trees at Rain Garden – Rush and Dave Patten acquired some trees for the rain garden, but the SCSW is not happy with the selection. They are too large and not fitting into the rain garden plan. Swanson said it was his assumption that Bogart designed the plan for the rain garden and that the SCSW would decide what would be planted including the possible trees. Even though Rush was told to obtain 6 native species trees which were 2 inches in diameter, it appears that zoning and the SCSW are not on the same page. It's suggested that SCSW, zoning and the township discuss the situation to see if the issue can be resolved since the township spent \$900 in good faith to obtain the trees described. Bogart said if nothing else, the trees would look good at Young Park.

Approve/Disapprove Volunteer Committees to Build Boardwalks – Patten took ownership to organize a committee to help build boardwalks at Young Park. He handed out a boardwalk installation schedule for the town board to review. Good/Rush unanimous to approve ahead by obtaining a wetland permit and a building permit, if necessary. It was suggested having a training session for the project managers in order to ensure work is being properly done.

County Planning & Zoning Report – Bryan Lawrence reported there was no County Planning & Zoning meeting this month. The county is utilizing interim use permits to help clean up properties. Swanson suggested that Lawrence report back to Zoning that they need to communicate with SCSW.

Baldwin Planning Commission Update – Atwood said that Chard has begun to assign the Commissioners items for research.

Approve/Disapprove Ordinance 201, An Ordinance Amending Section 2 of the Baldwin Township Ordinance Establishing a Planning Commission – Good/Atwood unanimous to approve Ordinance 201, an Ordinance Amending Section 2 of the Baldwin Township Ordinance Establishing a Planning Commission in lieu of resolution.

Approve/Disapprove Voiding Resolution 12-14, Resolution Amending Ordinance 200, An Ordinance Establishing a Planning Commission – Good/Handshoe unanimous to approve voiding Resolution 12-14, a Resolution Amending Ordinance 200, An Ordinance Establishing a Planning Commission.

Schedule Joint Planning Commission/Town Board Meeting in January – A joint Planning Commission/Town Board meeting is scheduled for January 14 at 7:00 p.m. or January 10 at 7:00 p.m.

Approve/Disapprove Reimbursement to Bridget Chard for Purchasing Maps Through the County – Since a dollar amount would be needed, Swanson/Handshoe unanimous to table reimbursement to Bridget Chard for purchasing maps through the county.

Princeton Planning Commission Update –Atwood gave an oral report of the Princeton Planning Commission meeting.

TABLED ITEMS:

Discuss/Approve/Disapprove Amended Ordinance 301, Addressing Exceptions Within Our Ordinance 300, To Establish Emergency Address Identification – Swanson/Good unanimous to table until the September 10th regular meeting.

Approve/Disapprove Letter and Road Agreement to City of Princeton – Swanson/Rush unanimous to table. The clerk is asked to compose a letter with number changes and bring to the September meeting.

Update on MAT's Response on Pre-Employment Physical Forms – So far there has been no response from MAT. The clerk will contact Kent Sulem.

Update/Approve/Disapprove Change to Fire Department Handbook Adding Pre-Employment Physicals – Good/Handshoe unanimous to table.

Approve/Disapprove Employee Review Form – A draft 'Employee Performance Appraisal' form was discussed. Recommendations are to remove the space titled 'Appearance', change the word in the instructions from seven to six, and change the word in the 'Technical' space to say 'Work Competency'. Rush feels that the employees should evaluate themselves after which the town board evaluates the employee. A motion was made by Rush; seconded by Handshoe to make the changes. Voice vote was taken with Good, Handshoe, Rush and Swanson voicing aye; Atwood voicing nay. Motion carries.

Joint Committee with City of Princeton Status – No update. The two entities are still trying to decide on a date to meet.

NEW BUSINESS:

Discuss 142nd Street – Good/Handshoe unanimous to table until the September 18th meeting.

Discuss Initiative Foundation's Request for Financial Support in 2013 – It was decided to table until the budget meeting.

Approve/Disapprove Volunteer Committee's to Build Boardwalks – See above.

Approve/Disapprove Eggen's Receipt for Loaned Equipment – Handshoe/Good unanimous to approve the Eggen's receipt for the loaned equipment.

Approve/Disapprove Purchase of Computer Tower – Swanson/Rush unanimous to table until the September 10th meeting.

Approve/Disapprove Fire Department Dance at Ridgewood Bay, September 22 – Rush/Handshoe unanimous to approve the Fire Department dance at Ridgewood Bay on September 22nd.

Approve/Disapprove Attendance at the MN Fall Maintenance Expo, Wednesday, October 3rd & Thursday, October 4th, St Cloud – Atwood/Handshoe unanimous to approve attendance at the MN Fall Maintenance Expo on Wednesday October 3rd in St. Cloud for Christen, Good and Handshoe.

Approve/Disapprove DNR 2013 Volunteer Fire Assistance Grant Award – Good/Handshoe unanimous to approve the DNR 2013 Volunteer Fire Assistance Grant

Mode of Operation – Swanson stated that he suggests the township engineer should have been involved before purchasing trees along with everyone involved with the rain garden. The board cannot have the open meeting law violated with emails. Everything should be funneled through the proper connections. In trying to keep the meetings down to two hours, there should be less interrupting and the other supervisors should ask to be recognized. Rush stated that he was under his jurisdiction with the trees and it was under his \$1,000 limit. Getting Mr. Bogart involved would cost the taxpayers more money. Swanson stated that the reality is that we have \$900 worth of trees that we never planned to use for Young Park. If all the players were involved before the purchase we would never be talking about putting trees out in the park. Moving forward, everyone needs to be on the same page.

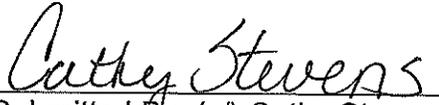
ANNOUNCEMENTS:

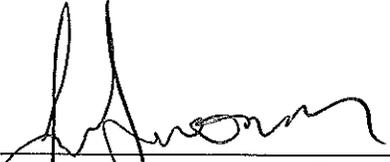
- Town Hall Office Closed Monday, September 3, 2012, Labor Day
- Employee Reviews & Workshop, Tuesday, September 4th, 6:00 p.m. – changed to 6:30 p.m. and one employee review
- New Town Hall Hours Begin Tuesday, September 4th, Monday-Wednesday 8:00 a.m.-4:30 p.m. and Thursday 8:00 a.m.-6:30 p.m.
- MAT District 7 Meeting, Thursday, September 13th, 7:00 p.m., Anoka Ramsey Community College, Cambridge

ANY OTHER BUSINESS: None.

Motion to Approve Bills for Payment – Handshoe/Rush unanimous to approve the transfer of monies from the Park Fund to the General Fund for check number 16756 in the amount of \$950.00 payable to Patten Landscape Architecture. Handshoe/Good unanimous to approve payment of check number 16717 and check numbers 16720 through 16763 and 4 EFT payments totaling \$20,978.09.

Adjournment – Good/Handshoe unanimous to adjourn at 9:47 p.m.


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


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

Attendees: Carol Swanson, Lester Kriesel, David Patten, Elly Rittenour, Elaine Byker, Elaine Philippi, Brain Bumgarner, Bryan Lawrence, Brad Schumacher, Chuck Nagle