

BALDWIN TOWNSHIP REGULAR MEETING

August 6, 2012

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

Call to Order – The August 6, 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 Approve/Disapprove Slow Children Sign Removed under Old Business.
- Remove Approve/Disapprove "No Outlet" or "Dead End" Sign, Heather Ridge from under Old Business.
- Add Police Mounted Patrol at FunFest Event under New Business.
- Add Approve/Disapprove the Payroll Codes for Cheryl's Hours for the Volunteer Corps and Planning Commission under New Business.
- Add Discuss Employee Review Form under New Business.
- Add Approve/Disapprove No Parking Signs in Undeveloped Cul-de-Sac to Road Workshop under New Business.
- Remove Approve/Disapprove Town Hall Hours under Tabled Items.

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

Treasurer's Report:

July 2012 Final Treasurer's Report – The clerk reported receipts of \$178,381.14 and disbursements of \$153,489.22, check numbers 16587 through 16681 and 8 EFT payments leaving an unaudited balance of \$576,658.06.

August 2012 Preliminary Treasurer's Report – The clerk reported receipts of \$8,903.43 and disbursements of \$59,185.20, check numbers 16682 through 16719 and 3 EFT payments leaving an unaudited balance of \$530,491.08.

Sheriff's Report - Officer Wilson reported there were 185 calls for service in the month of July. Wilson was asked if they could do more patrol on County Road 42 and County Road 9.

Approval of Consent Agenda – Rush/Atwood unanimous to approve Town Board Meeting Minutes of July 17 and July 24, 2012.

Open Forum for Citizens – Gene Nitz, Elk Lake, questioned the size of the rain garden. It was explained that the purpose of the Rain Garden grant was to catch runoff

from the roads, and that the garden is not completed. Since there is little beach area, and no place to set a picnic table, it was agreed that the township would take another look at it. The board will send out Bogart out to determine the cause of any washouts on 287th Avenue..

A citizen was told that a citizen's packet online will not available to the public prior to being approved since the attorney advised everything needs to be stamped 'draft'. A packet may be purchased after it is approved. Minutes cannot be changed once they are approved.

CONDITIONAL USE PERMITS: None.

PLATS:

Approve/Disapprove Renewal of Letter of Credit, Belmont Ridge – Good/Rush unanimous to table to August 21.

Deer Trail Right-of-Way Easement – Since the Deer Trail right-of-way easement has been basically abandoned, and is part of the Sherburne County Regional Trail Plan, Good/Rush unanimous to give the county easement to make repairs. The clerk will write a letter to the county.

VARIANCES: None.

OLD BUSINESS:

Road Report – Maintenance has been patching, graveling and mowing. The cemetery and park look good. Lou did a good job working on cutting the edges of the road. A tree fell on the edge of the road south of 283rd and 120th.

284th Avenue, Birch Acres Update – Good stated that this is a tiny section that is half the width of a normal township road. She cannot find one way or the other if we maintain it. The previous maintenance employee, Terry Carlile, told her that the township maintains it and the homeowner says that they maintain it. She cannot find proof if the road was ever vacated. The road shows on the original plat and it needs gravel. Atwood stated that if the township maintains the road then it needs to be brought up to our standards. Swanson suggested sending letters to the residents informing them that if the township gravels the road then it would be need to be brought up to current standards. Good/Handshoe unanimous to send a letter to the homeowners informing them that the township would be willing to gravel if the road is brought up to our standards. The clerk was instructed to email Jon Bogart, township engineer, and ask him what it will look like if it was brought up our standards.

Approve/Disapprove "Slow, Children at Play" Sign or Speed Bump, Cumberland Creek – Taken off agenda and moved to the September 4, 2012 workshop.

Approve/Disapprove “No Outlet” or “Dead End” Sign, Heather Ridge - Taken off agenda.

Approve/Disapprove Partial Payment in the Amount of \$15,824.72, Helmin Construction, Sandy Lake Improvements – Good/Rush unanimous to approve partial payment in the amount of \$15,824.72 to Helmin Construction for Sandy Lake improvements.

Approve/Disapprove Partial Payment in the Amount of \$8,256.93, Helmin Construction, 136th & 120th Street – Handshoe/Rush unanimous to approve partial payment in the amount of \$8,256.93 to Helmin Construction for 136th and 120th Streets.

Fire Department Report – Department Representative Kiel reported that there were 15 calls in the month of July. The E1 pump seems to have a valve issue. On October 6 for the Young Park Event the fire department to looking into having a kitchen fire demonstration, possibly a fire drill, the smoke trailer and AirCare is scheduled to land. September 22 the Fireman’s Dance will be at Ridgewood Bay starting at 5:00 p.m.

Update on MAT Attorney Opinion on Pre-Employment Documents – There has been no response from the MAT attorney. Add to the August 21st agenda.

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

PAVC Update – The PAVC us working on creating an event at the actual site of the amphitheatre. The Princeton City Council has agreed to have Cari Fuhrman write grants for the PAVC.

Park Committee Report – There was a break in at Young Park on July 23rd between 10:00 a.m. to 3:00 p.m. The boardwalk material has been order. It should take about 2 weeks before arrival and cost under \$25,000. The next steps are to contact Dean Kleinhans and Dave Patten. Committees will be formed to get the boardwalk installed as quickly as possible. To be added to the August 21, 2012 agenda is ‘Approve/Disapprove Volunteers for Young Park Boardwalk’. Rush said a letter has been sent out to the county regarding Goose Lake. There will be a vote on September 4th or 6th. After that it will go to the Regional Park Committee then to the commissioners for their approval.

Approve/Disapprove Materials for Young Park Boardwalks – No action as it was approved at the previous meeting.

Regional Park Committee Update – The next meeting is August 22nd at 6:30 p.m.

TCI Baldwin Volunteer Corps Update – Vendors have been contacted, and a vendor list is being created. The vendors will need to sign a ST19 form. The FunFest hours will be from 2:00 p.m. to 6:00 p.m. with the Fun Run from 1:00 to 2:00 p.m. Vendors will

arrive after the Fun Run. Arrangements are to have two bands at separate times. The Girl Scouts will do a bingo.

Joint Committee with City of Princeton Status – There is no update. The clerk will send an email to Mayor Riddle regarding status.

Approve/Disapprove Town Hall Hours – Handshoe/Rush unanimous to approve town hall hours to be Monday through Wednesday from 8:00 a.m. to 4:30 p.m.; Thursday from 8:00 a.m. to 6:30 p.m. and closed on Friday beginning September 4, 2012.

TABLED ITEMS:

Approve/Disapprove 5-Ton Road Designation on All Township Roads – Handshoe stated that he thinks we need to post them. We have 10 entrances into Baldwin Township and he thinks we should post them on each road coming into the township. Swanson asked if these would be posted only during road restrictions. Handshoe replied that the township should do the same as Livonia – axle weight 7 ton and 5 ton during weight restrictions. There will be a total of 10 signs. Rush/Good unanimous to approve posting a axle weight 7 ton and 5 ton during weight restrictions road signs on the 10 township entrance roads.

Approve/Disapprove No Parking Signs in Undeveloped Cul-De-Sacs – Good/Handshoe unanimous to table to the road workshop meeting.

Approve/Disapprove Rotating Teams for Clean-Up Day – Rush stated that, in the past, it has been the hockey team and other sports organizations are asking why they cannot be part of it. Swanson stated that we know that the hockey team sends about 12 people the Friday before and the day of. He believes that the teams need to apply. Criteria needs to be established and a new resolution. Rush/Handshoe unanimous to approve writing the letter and it will be available for the first meeting in September.

Approve/Disapprove Town Hall Hours – See above.

NEW BUSINESS:

Approve/Disapprove Changing Board Representative, SCSW – Good/Swanson unanimous to change the township board representative for the SCSW from Handshoe to Rush.

Discuss Revising Administrative Policy to Disallow Any Electronic Recording – Good/Handshoe unanimous to remove from discussion.

Approve/Disapprove Resolution 12-14, Resolution Amending Ordinance 200, An Ordinance Establishing a Planning Commission – Good/Atwood unanimous to approve Resolution 12-14, a resolution amending Ordinance 200, an Ordinance Establishing a Planning Commission.

Approve/Disapprove Changes to Employee Handbook – Rush/Handshoe unanimous to table until the September meeting since there is a change in the township hours.

Schedule Employee Reviews – Employee review for Macko will be September 4 at 6:00 p.m.; employee review for Christen will be September 4 at 6:30 p.m. The workshop will follow at 7:00 p.m.

Discuss/Approve/Disapprove Rescheduling August 13 Workshop – Swanson/Good unanimous to reschedule the August 13 workshop to September 4.

Discuss/Approve/Disapprove Road Contractor Services Agreement – Rush/Handshoe motion to table until the next regular meeting. Motion dies. Handshoe/Good unanimous to schedule the Road Contractor Services Agreement for the workshop.

Approve/Disapprove Change in Town of Baldwin Organization List for Employee Relations – Good/Handshoe unanimous to add Rush as alternate liaison to the Town of Baldwin Organization list for employee relations.

Approve/Disapprove Mounted Police at FunFest – The Park Committee, according to Rush, are fine with having horses at the FunFest as long as they are the mounted police. Good/Handshoe unanimous to approve.

Approve/Disapprove Changing Payroll Codes – Swanson/Handshoe unanimous to disapprove changing payroll codes.

Discuss Employee Review Form – Handshoe/Rush unanimous to table until the August 21st meeting.

Announcements:

- Public Accuracy Test, Friday, August 10, 2012, 10:00 a.m., Sherburne County.
- Town Board Workshop, Monday, August 13, 2012 now changed to September 4th.
- State Primary Election, Tuesday, August 14, 2012.
- 2012 SCSW Conservation Tour, Friday, August 24, 2012, 9 am – 2 pm, RSVP Required by August 17th.

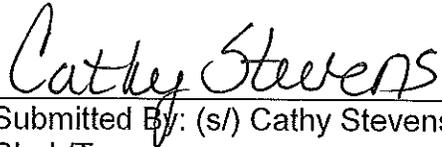
Any Other Business:

- There are still about 900 fire signs to be installed.
- The Quarterly Association is looking for a new chair.
- Elk Lake will be graded July 7, 2012. West Branch's equipment is already out there for the rain garden.

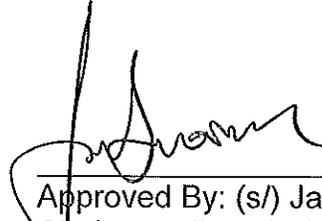
Motion to Approve Bills for Payment – Handshoe/Good unanimous to approve payment of check numbers 16682 through 16719 and 3 EFT payments totaling

\$59,185.20 and withholding check number 16717 to D.H. Docks & Tracks, Inc. in the amount of \$4,031.33 until the merchandise is received.

Adjournment – Good/Handshoe unanimous to adjourn at 9:06 p.m.



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



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

Attendees: Eugene Nitz, JoAnn Graham, Lester Kriesel, Elaine Byker, Elaine Philippi,
Joe Kiel, Chuck Nagle