

## BALDWIN TOWNSHIP REGULAR MEETING

December 16, 2014

**Present** – Supervisors Jay Swanson, Larry Handshoe, Tom Rush and Randy Atwood. Supervisor Jeff Holm was absent.

**Call to Order** – The December 16, 2014 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 'Discuss/Approve/Disapprove Airpack Purchase' to after Road Report
- Move 'Approve//Disapprove Fire Department Election Results' to after Road Report
- Add 'Discuss/Approve/Disapprove Discontinuing Benchmark Report' to under New Business
- Add 'Approve/Disapprove Signing Engagement Letter for Audit' under New Business
- Add 'Discuss/Approve/Disapprove Clerk Filling in Revenue Worksheet for 2015' under New Business

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

### **Treasurer's Report:**

**December 2014 Preliminary Treasurer's Report** – The clerk reported receipts of \$470,016.37 and disbursements of \$82,838.18, check numbers 18898 through 18983 and 7 EFT payments leaving an unaudited balance of \$657,756.82.

**Sheriff's Report** – The Sheriff's Report is an item for the first meeting of the month.

**Road Report** – Handshoe reported that all the maintenance vehicles are repaired and running. Sanding the roads continue due to the weather.

**Approve/Disapprove Revised Snowplowing & Ice Control Policy** – Rush/Swanson unanimous to approve the revised Snowplowing & Ice Control Policy.

The Vehicle Repair Log was discussed. It was suggested to replace the 'Contact' column to a 'Mileage' column.

**Discuss/Approve/Disapprove Airpack Purchase** – Since quite a few bottles need to be taken out of service in 2015 since they no longer can be hydro tested, bids were obtained by three major air pack manufacturers. After discussion, Handshoe/Rush motion to approve the clerk talk with Tax-Exempt Leasing Corp. and to move forward.

Handshoe/Atwood unanimous to approve monies not to exceed \$125,000 for purchasing of the airpacks excluding the financing charges.

**Approve/Disapprove Fire Department Election Results** – The Fire Department election results are:

Chief Mike Rademacher

Assistant Chief Joe Kiel

Captain 3 Robin Fischer

Captain 4 Jim Buell

Handshoe/Atwood unanimous to approve the Fire Department election results.

Supervisor Rush thanked Scott Case for his service as Assistant Chief. Case will continue to sign on the accounts.

Since an Agstar grant was received, \$3,100 worth of medical equipment was ordered. Even though it's not a pressing issue Rademacher commented that it has been 3-4 years since the handbook has been adjusted to address some of the officer criteria. It may be a good idea take a look at the handbook to see if there are any areas that need to be updated.

**Approval of Consent Agenda:**

**Approve Town Board Meeting Minutes of December 1, 2014** – Rush/Handshoe unanimous to approve the Town Board Meeting minutes of December 1, 2014.

**CONDITIONAL & INTERIM USE PERMITS:** None.

**PLATS:** None.

**VARIANCES:** None.

**OLD BUSINESS:**

**County Planning & Zoning Report** – See below.

**Park Committee Report** – There was no Park Committee meeting in December. Rush said there are 2 more grills on sale at Northern Tool.. Since Rush is authorized to spend up to \$1,000, he will go ahead and purchase them. The swings will be installed in the spring. The basketball poles will be installed once an estimate is received for the concrete. There was discussion on the applications for the pavilion. Grant dollars are being sought for the sandlot baseball field. The contractor for the boardwalks will take another look at the project and determine water depth. The next Park Committee meeting will be January 15, 2015.

**Baldwin Planning Commission Update -**

**Approve/Disapprove 2015 Planning Commission Meeting Schedule –**

Atwood/Handshoe unanimous to approve the 2015 Planning Commission Meeting Schedule.

The clerk will use the actual 2014 figures to carry over to 2015 for the proposed Planning Commission budget.

An informational meeting on MS4 will be held at Brockway Township on January 14, 2015 at 5:00 p.m.

**TCI Baldwin Volunteer Corps Update** – Rush stated that there is no meeting with the Baldwin Volunteer for the month of December. The next meeting will be January 26, 2015.

**BR&E Update** – No update.

**TABLED ITEMS:**

**Approve/Disapprove Amended Resolution 12-11; A Resolution Controlling Access to Baldwin Township's Information, Supervisors and Staff from One Charles W. Nagle** – Swanson said that the township attorney is working on changes. Rush/Handshoe unanimous to table.

**Approve/Disapprove Resolution #14-26; Resolution Authorizing Contract with Interested Officer** – Swanson/Handshoe unanimous to disapprove Resolution #14-26; a Resolution Authorizing Contract with Interested Officer.

**NEW BUSINESS:**

**Approve/Disapprove Accepting Petition for Subordinate Service District, Frontier Trails & Frontier Trails 2<sup>nd</sup> Addition & Turn Over to Clerk for Verification** – Handshoe/Rush unanimous to table until the meeting on December 18, 2014.

**Approve/Disapprove Final Payment to Helmin Construction in the Amount of \$1,442.08, Lake Diann Project** – Rush/Handshoe unanimous to approve the final payment to Helmin Construction in the amount of \$1,442.08 for the Lake Diann project.

**Approve/Disapprove Final Payment to Helmin Construction in the Amount of \$879.32, 125-1/2 Street NW Project** – Rush//Handshoe unanimous to approve the final payment to Helmin Construction in the amount of \$879.32 for the 125-1/2 Street NW project.

**Approve/Disapprove Resolution #14-27; Resolution Authorizing Contract with Interested Officer** – Handshoe/Atwood motion to approve Resolution #14-27, a Resolution Authorizing Contract with Interested Officer. With a voice vote Handshoe, Atwood and Rush voted aye; Swanson abstains. Motion carries.

**Approve/Disapprove Resolution #14-28; Resolution Authorizing Contract with Interested Officer** - Handshoe/Atwood motion to approve Resolution #14-28, a Resolution Authorizing Contract with Interested Officer. With a voice vote Handshoe, Atwood and Rush voted aye; Swanson abstains. Motion carries.

**K-Bid Results for Ambulance** – Atwood said the K-Bid for the ambulance closed at \$3,000. The township received \$2,700.

**Approve/Disapprove Fire Department Election Results** – See above.

**Approve/Disapprove Local Board of Appeal & Equalization Date of Tuesday, April 14, 2015, 3:00 p.m.** – Rush/Handshoe unanimous to approve Tuesday, April 14, 2015 at 3:00 p.m. to hold the Local Board of Appeal & Equalization meeting.

**Discuss/Approve/Disapprove Discontinuing Benchmark Report** – It was discussed to forward the report to both the fire department and maintenance; otherwise no action was taken.

**Approve/Disapprove Signing Engagement Letter for Audit** – Rush/Handshoe unanimous to approve signing the engagement letter for the audit.

**Discuss/Approve/Disapprove Clerk Filling in Revenue Worksheet for 2015** – Rush/Handshoe unanimous to approve having the clerk finishing filling out the Revenue Worksheet for 2015.

**County Planning & Zoning Report** – Bryan Lawrence reviewed the actions taken at the October 16<sup>th</sup> county planning and zoning meeting along with the upcoming December meeting. One item on the agenda for Baldwin Township is the Bell Auto issue which was discussed at length.

**Announcements:**

- Subordinate Service District Workshop, Thursday, December 18, 7:00 p.m.
- Town Office Closed for Christmas, Thursday, December 25
- Filing for Town Office Opens December 30, 2014 and Ends January 13, 2015
- Town Office Closed for New Year's Day, Thursday, January 1
- Deputy Clerk Vacation, January 9 – January 16, 2015

**Any Other Business:** None.

**Motion to Approve Bills for Payment** – Atwood/Handshoe unanimous to approve for payment check numbers 18929 through 18983 and 6 EFT payments totaling \$47,141.37.

**Adjourn** – Handshoe/Rush unanimous to adjourn at 8:12 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

1-7-2015

Date

Attendees: Lester Kriesel, Audrey Misiura, Scott Case, Bryan Lawrence, Mike Rademacher