

BALDWIN TOWNSHIP REGULAR MEETING

January 4, 2016

Present – Supervisors Jay Swanson, Jeff Holm, Tom Rush, Randy Atwood and Brad Schumacher.

Call to Order – The January 4, 2016 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 Grant Writer Shelli Urness Going for Grant with Twins Foundation' under Park Committee Report
- Add 'Letter From Property Owner' under Road Report
- Add 'Approve/Disapprove Request to Purchase Lights for Hot Mix Trailer for \$200.00 under Road Report
- Add 'Approve/Disapprove Request for Beacons for Truck #10' under Road Report
- Add 'Approve/Disapprove Fender Guards' under Road Report
- Add 'Discuss Sheriff Brott and Presenting Yearly Sheriff's Report at County Association Meeting' under New Business
- Add 'Richard and Bev Toomey Public Comment Form' after Sheriff's Report

Approval of Regular Meeting Agenda With/Without Additions/Corrections – Holm/Schumacher unanimous to approve as amended.

Treasurer's Report:

December 2015 Final Treasurer's Report – Receipts of \$599,547.50 and disbursements of \$252,315.82, check numbers 19780 through 19868 and 7 EFT payments leaving an unaudited balance of \$879,651.75.

January 2016 Preliminary Treasurer's Report – The clerk reported receipts of \$0 and disbursements of \$46,098.39 (not including payroll), check numbers 19869 through 19898 and 1 EFT payment leaving an unaudited balance of \$833,553.36.

Sheriff's Report – Officer Wilson reported 165 calls for service in the month of December. Some storage sheds broken into in the business district. A citation was issued with the parking complaint. Rush reported that snowmobiles were going quite far into the park and cutting through the pine trees off of County Road 19. Holm stated that he was hoping they would stay off the boardwalks.

Public Comment – Richard Toomey, 284th Avenue, was present to address his parking ticket he received when he parked in the road right-of-way. He asked who called and complained about his truck. Schumacher stated that the parking issue has been since the previous supervisor was on the board. Discussion regarding the fence across the street. Schumacher stated that there are issues with the road grader and emergency responders

having enough room. Swanson stated that he had been called twice by Mr. Toomey. Apparently an officer told him that he has the ability to take care of this ticket and make it go away. Officer Wilson stated that the citation was issued on behalf of the town board and, if dismissed, he can let the records department know. Mr. Toomey stated that when he received the ticket his truck was gone. Officer Wilson stated he had seen the truck in the road right-of-way but could not say if it would impede a fire truck. Holm motioned to have the town board waive the ticket or rescind it with the known that we are concerned in keeping the roadway clear. Mr. Toomey stated that if there is a problem to please let him know right away. Atwood seconded Holm's motion. Schumacher stated that taxpayers have spent hundreds of dollars on this and has taken months. Rush questioned how long the fence has been across the street with Schumacher responding that it has been a couple of years and was installed when the semi crossed the road and created divots. Swanson stated that Mr. Toomey is here now talking to us. The system works. The truck is now moved and the problem is solved. If this happens again you will get ticketed and it will not be dismissed. Upon voice vote, the motion carries with Schumacher opposed. Officer Wilson will initiate dismissal of the ticket with the records department and will email the clerk and written confirmation to Richard Toomey.

Fire Department Report – Chief Rademacher reported a record call volume for 2015 with 247 calls compared to 232 in 2014. The previous record was 236 calls. There were 25 calls in December. Officer elections in December for Captains 5 and 6. Both Brian Torborg and Justin Suckut were reelected. They are in the process of determining if they will be applying for another FEMA grant next year. There is a chance that their tenders could qualify due to their age. The officers will determine if we do want to pursue. This would be a separate grant. If granted \$220,000 the town's matching portion would be about \$15,000-\$25,000. He would like to know if permission is needed to pursue. Swanson stated that he thought they were good on tenders at this time. Rademacher stated that they may end up with a brand new tender at a fraction of the cost. Swanson stated that the board does not know the exact dollar amount and it would be over the \$1,000 threshold. Rademacher stated that he has been contacted by other departments on going with them on a mobile training facility. Swanson asked if he could have real numbers for the board by the January 19th meeting with Rademacher replying 'yes'. Swanson reported that FEMA has deposited \$29,000 and \$4,000 into the town's bank account. Rademacher stated that FEMA will be depositing more. He has one phone now with him and the other will come in tonight (unused). The title for the ambulance has not arrived and he had been told by North Ambulance on December 6th that they would be sending it. Swanson stated that maybe it could be taken care of by January 19th also. Discussion regarding their training and meeting dates.

Recess Regular Meeting – Holm/Rush unanimous to recess the regular meeting.

7:30 p.m. Public Hearing, Revised Ordinance #600; An Ordinance Adopting a Fee Schedule for the Town and Adoption of 2016 Fee Schedule – Holm/Rush unanimous to open the public hearing. The change is the increase in price for the EMS signs, post and hardware as the town board does not want to wait until a minimum order size is reached. The fee will now be \$67.32. There was no one present to speak.

Motion to Close Public Hearing – Holm/Rush unanimous to close the public hearing at 7:32 p.m.

Motion to Reconvene Regular Meeting – Holm/Rush unanimous to reconvene regular meeting at 7:32 p.m.

Fire Department Report (continued) – Rademacher stated that they are looking into alternating between Sundays and Tuesdays for their meetings. They will then see what the firefighters prefer.

The department has had a few calls where the residents have taken down their EMS signs. An addition for the newsletter – if not installed we will reorder at resident cost.

Discussion regarding a cell phone stipend for the chief and assistant chief. The clerk stated that there was an older cell phone policy. Rademacher stated he wanted to start the discussion and is not asking for immediate action.

Road Report:

Fence Removal – The resident on 284 ½ Avenue has responded and is asking for an extension to remove the fence from January 1, 2016 to August 1, 2016. A motion was made by Schumacher to approve. A friendly amendment was made by Rush to move the date to May 31st. Schumacher accepted the friendly amendment. Rush seconded the motion. Upon voice vote, the motion carried.

Approve/Disapprove Lights for Hot Mix Trailer – Atwood/Schumacher unanimous to approve at a cost of \$200.00.

Approve/Disapprove Beacon Light for Truck #10 – \$750.00 for a demo unit with 2 lights. Lights currently on the truck will be moved to lawn mower. Atwood/Rush unanimous to approve.

Approve/Disapprove Fender Guards – For trucks 4 and 6. The lowest quote is \$498.00 each for a total of \$996.00 for both trucks. Schumacher/Atwood unanimous to approve.

Remainder of Road Report – Terry Carlile presented the following:

“We had 2 full snowplow events. We had 5 sand/salt events (only 2 trucks used). We had 2 sessions of plowing just collectors. We had delivered 24.12 tons of salt. We had delivered 205.31 tons of sand. Year-end total repairs for all large equipment: \$21,835.39.” By adding one truck the time to plow has been reduced from 8 hours to 4-1/2 hours. Schumacher stated that an estimate for a pressure washer has been received and will be added to the January 19, 2016 agenda. The front end loader should be done by Wednesday and a decision will be made at the January 19, 2016 meeting.

Approval of Consent Agenda - Approve Town Board Meeting Minutes of December 7 & December 15, 2015. Holm motioned to approve with Rush seconding the motion along with making a friendly amendment to change page 6 on the December 7, 2015 meeting minutes from “paints” to “pains”. Upon voice vote, the motion carried with Schumacher out of the room.

CONDITIONAL & INTERIM USE PERMITS: None.

PLATS: None.

VARIANCES: None.

OLD BUSINESS:

Park Committee Report – Rush reported that he had left the grant writer a message regarding the Twins grant. She has responded. It would be a \$10,000 grant with a match of \$10,000. She estimates it would take her 4-5 hours to complete. She will send an agreement for the board to review. Holm questioned if we would then be obligated for other groups to use the facility. Atwood stated that it sounds like the grant is geared more towards an association than townships. Swanson suggested talking to the grant writer and tell her it would be a township field. Swanson stated that the board needs to define the project first and suggested obtaining clarification from the grant writer and ask her what they are looking for in a field as it may not be what they want. Rush stated he is looking for an infield, fencing and a small bench. Rush/Atwood unanimous to table until the January 19, 2016 meeting.

The committee did not have a meeting in December. We have our first one of the year on January 21st. Still working with the Bernick Family Foundation grant. He has a good inside contact for the Burlington Northern Foundation.

TCI Baldwin Volunteer Corps Update – Rush reported the next meeting is scheduled for January 25th.

Legacy Grant Committee Update – Schumacher reported that the county provided funding information for previous permits and applications. The next meeting is scheduled for January 12th.

Approve/Disapprove Road & Bridge 2016 Expenditure Line Item Change – The previously approved line item total for the Road & Bridge Fund needed to be reduced by \$2,000. Rush/Schumacher unanimous to deduct the \$2,000 from the Engineering Fees line item.

Discuss Court Case #71-CO-15-600 – Schumacher stated that a resident sued for hitting a pothole. The judge sided with the township. We do have a road maintenance program. This was covered under the township's Minnesota Association of Township's insurance. There is time for the resident to appeal.

TABLED ITEMS:

Approve/Disapprove Letter to Commissioner Leonard Regarding Driveway Approach/Parking Lot for Goose Lake Park – The board reviewed a draft letter submitted by Chairman Swanson. Swanson stated that he can sign prior to it being sent if it is approved. Schumacher/Atwood unanimous to approve.

Discuss/Approve/Disapprove Distribution of Money from Settlement – Swanson stated that maybe a portion could be used to purchase the loader. Rush stated that the board has discussed a well at Young Park. He suggests talking to the fire department, the BCC and the

Park Committee as well. Atwood stated that a well would not affect the ISO rating and if we need a well for watering, that is a separate issue. He does not see a well solving any immediate needs. Rush stated that the fire department was getting the rent payments beforehand. Swanson stated that he is talking about the \$28,500 settlement. Rush stated that he would like to table any action as we have aging park equipment as well. Schumacher/Rush unanimous to table until the February 1st meeting. Swanson recommended all bring their lists.

Approve/Disapprove Ballot Questions for the March Township Election –
Rush/Schumacher unanimous to disapprove.

Approve/Disapprove 2016-2017 Winter Hours – Schumacher/Rush unanimous to table until the February 1, 2016 meeting.

NEW BUSINESS:

Approve/Disapprove Revised Ordinance #600, An Ordinance Adopting a Fee Schedule for the Town and Adoption of 2016 Fee Schedule – Schumacher/Atwood unanimous to approve.

Approve/Disapprove Resolution #16-02; Resolution Authorizing Contract with Interested Officer - Rush motioned; Schumacher seconded to approve Resolution #16-02; Resolution Authorizing Contract with Interested Officer. Upon voice vote, the motion carried with Swanson abstaining.

Approve/Disapprove Resolution #16-03; Resolution Authorizing Contract with Interested Officer – Rush motioned; Atwood seconded to approve Resolution #16-03; Resolution Authorizing Contract with Interested Officer. Upon voice vote, the motion carried with Schumacher abstaining.

Schedule Clean-Up Day – Scheduled Saturday, May 21, 2016, 8:00 a.m.-Noon. The item will be placed on the January 19, 2016 agenda to confirm vendor availability.

Schedule 2017 Budget Workshop – Scheduled for January 28, 2016, 7:00 p.m.

Approve/Disapprove Resolution #16-01; Resolution Establishing an Absentee Ballot Board – Rush/Schumacher unanimous to approve Resolution #16-01; Resolution Establishing an Absentee Ballot Board.

Discuss Shervision – Schumacher stated that he could not attend a meeting on this subject when he was invited 3 hours prior to. Dan Weber, Sherburne County, could come to the town board and give the presentation to us. It has something to do with matching grant funds. He is scheduled to present at the January 19th meeting.

Discuss/Approve/Disapprove Purchasing Banyon Utility Billing Software –
Atwood/Schumacher unanimous to approve purchasing and apply towards Frontier Trails.

Approve/Disapprove Revising 2nd Meeting of the Month from the Third Tuesday to the Third Monday – Holm stated that a second meeting of the month on a Monday would allow his attendance more regularly. Rush/Holm unanimous to approve moving the second meeting of the month to the third Monday beginning in March 2016. Rush made a friendly amendment to approve the costs of publishing. Holm accepted the amendment.

Discuss Sheriff Presentation – Rush questioned if the board wanted Sheriff Brott to present his annual report at a board meeting or the January 20th Sherburne County Association of Township's meeting. Holm recommended whatever he is more comfortable with. It was determined that either was fine with the board. The clerk will send an email to the sheriff.

ANNOUNCEMENTS:

- a. Town Board Filing Closes January 12th, 5:00 p.m.
- b. Office Closed Monday, January 18th for Martin Luther King Day
- c. Sherburne County Association of Townships Meeting, Wednesday, January 20th, 6:30 p.m., Sherburne History Center
- d. 2016 Mileage Rate: \$.54/mile

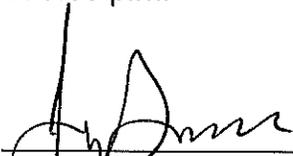
ANY OTHER BUSINESS:

Swanson stated that the town will be providing the food for the Association of Township's meeting.

Motion to Approve Bills for Payment – Atwood/Schumacher unanimous to approve check numbers 19869 – 19898 and 1 EFT payment totaling \$50,815.69.

Adjourn – Rush/Atwood unanimous to adjourn at 9:08 p.m.


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


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

1-19-2016
Date

Attendees: Lester W. Kriesel, Joe Kiel, Judy Thorson, Terry Carlile, Mike Rademacher, Richard Toomey, Bev Toomey