

## BALDWIN TOWNSHIP REGULAR MEETING

June 15, 2015

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

**Call to Order** – The June 15, 2015 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 'Road Maintenance Coordinator Position' to New Business
- Add 'Employee Discipline Form' to New Business
- Add 'Approve/Disapprove Letter to Supervisor' under New Business

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

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

**June 2015 Preliminary Treasurer's Report** – The clerk reported receipts of \$3,065.69 and disbursements of \$31,163.81 (not including payroll), leaving an unaudited final balance of \$417,314.06.

### **Road Report - (for last half of May to first part of June 2015)**

- Blacktop Patching. Used 4 ton of patch to date at various locations starting with collector roads.
- Put up new 35 mph speed signs on Elk Lake Road. Four now need to change height to conform with Minnesota Manual on Uniform Traffic Control Devices (MMURCD)
- Various tree trimming. Brushing by hand.
- Street sweeping. Removal of sand.
- Mowing roadsides will start June 15.
- Have a request to mow some roadsides in Blue Hill.
- One road grading session on all gravel roads except 125 1/2.
- Trying to find temporary help for patching, shoulder graveling and tree removal.
- Lots of grass mowing. Also some work at the park.
- Had 7 hours of Community Service from person to help with patching and graveling on 6/8/15.
- Electrical repairs on #3 truck - \$908.03.

Submitted by Terry Carlile, Baldwin Maintenance Department on 6/11/15.

Schumacher talked to Roger Nelson regarding mowing Blue Hill roadsides. It's estimated it would take 5 to 7 hours at \$100 per hour. The person who was to do community service cannot be utilized for shouldering and tree trimming because of his

age. Schumacher said he's contacted Sentence to Serve to be put on their list for volunteer work. Swanson said that the contractors are lowering utilities on 125 ½ Street. Pat Goenner, Bogart, Pederson, talked to all the businesses about the issues and what we are going to do (trees removed and some parking lots partially removed). We had requests to grade the road as it was too washboardy so it was shut down as it was getting torn up. Schumacher stated that a sign was put up stating road closed to thru traffic.

**Approval of Consent Agenda:**

**Approve Town Board Special Meeting Minutes of May 28<sup>th</sup> and Regular Meeting Minutes of June 1, 2015** – Rush/Atwood unanimous to approve the Town Board Special meeting minutes of May 28, 2015 and the regular meeting minutes of June 1, 2015.

**Discuss Legacy Grant** – Kimberly Good stated that Rachel Leonard (Sherburne County Commissioner) headed up the Legacy Grant and, as a Supervisor did a lot of research on it. She is afraid it is an opportunity we will miss. When Rachel is gone there is no guarantee that it will be there. Zimmerman is building a civic center. Maybe create an exploratory committee which she would be glad to serve on. Swanson stated that we have probably outgrown this building and suggested building a new town hall. Where do you want to do it? 50% has to be green. Ms. Good stated that the closer to green the building is the more you get reimbursed. Discussion on type of building and actual costs versus keeping it small at the grant dollar amount. Schumacher will be liaison for a committee that will be formed along with the BVC. Discussion about using the newsletter and bringing it back to the Annual Meeting. Schumacher/Rush unanimous to start a committee with the BVC and adding members as they come. This will be added to the website and Facebook. The purpose of the committee is to study the Legacy Grant, how to achieve it, what the opportunities are, how we can spend the dollars and how to maximize the \$600,000.

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

**PLATS:** None.

**VARIANCES:** None.

**OLD BUSINESS:**

**County Planning & Zoning Report** – Bryan Lawrence not present.

**Park Committee Report** – Rush reported that the rocks and boulders are done with some of the boulders going into the rain garden. The trails will be sprayed. JTO Landscaping will be completing the handicapped ramp. The electrical work needs to be changed to hook up through the lights and not the receptacle. The basketball court is the next big project. The grant writer has recommended 10 grants to pursue. Rush will narrow down the list to fit the needs of the park.

**Baldwin Planning Commission Update** – Atwood reported a good turn out by interested business owners attended the business meeting put on by the Planning Commission. An informational lakeshore meeting will be held in July. Bryan Lawrence was voted as chairman and Dick Marshall as vice-chair.

**TCI Baldwin Volunteer Corps Update** – Rush reported the next meeting is on June 22<sup>nd</sup>. He thanked the volunteers for setting up for business meeting.

**SBA Update** – There has been no formal response from SBA. Swanson has told the township attorney to possibly start eviction proceedings. There was a legal notice in the Princeton Union Eagle advertising to add another carrier on the tower. Schumacher stated he wanted to add 'Approve/Disapprove Eviction of Cell Tower' to the July 6, 2015 meeting. The clerk was instructed to let township attorney Mike Couri know of this agenda item.

**Appoint Town Board Members to Serve on Trail Committee with Sherburne County Public Works** – Supervisors Schumacher and Rush will serve on the Trail Committee with Sherburne County Public Works. There was discussion regarding the immediate concern is the connection to County Road 45, the time frame for meetings and when they will start.

#### **TABLED ITEMS:**

**Approve/Disapprove Independent Contractor Agreement, Planning Administrator**  
Atwood/Swanson motion to sign a contract agreement with the Planning Administrator. With a voice vote taken Schumacher, Swanson and Atwood in favor; Rush opposed. Motion carried.

**Approve/Disapprove Dirt Work at Young Park Quote** – Schumacher/Rush unanimous to table until the July 6, 2015 meeting. Schumacher agreed to obtain quotes for the dirt work for Young Park.

**Approve/Disapprove Resolution 15-08; Resolution Posting Weight Restrictions on Certain Town Roads** – Rush/Atwood unanimous to approve Resolution 15-08; A Resolution Posting Weight Restrictions on Certain Town Roads with an accepted friendly amendment to state 'South from the Township Line' (136<sup>th</sup> Street NW line on Appendix A).

#### **NEW BUSINESS:**

**County Request for Comments on Zoning Ordinance Amendment, Shoreland Residential District** – Schumacher will call Nancy Riddle to let her know that the board would like more time to discuss and send to the Planning Commission. The town board will have comments and are appalled at the 2 week window to respond. Atwood stated that he would like to request that the County Planning Commission table any action.

Schumacher/Rush unanimous to table until the July 6, 2015 regular meeting in order for the Planning Commission to comment.

**Approve/Disapprove Newsletter** – Rush/Schumacher unanimous to approve with final review from Supervisor Atwood. Added will be an addition asking for interested participates to form a committee in regards to the legacy grant monies.

**Approve/Disapprove Grinding & Clean Up of 4 Stumps, Town Hall** – Rush/Atwood unanimous to approve Aurandt Tree Service to grind and clean up 4 stumps at the town hall for a cost of \$225.00.

**Approve/Disapprove Cost of Living Increase for Deputy Clerk** – Schumacher/Atwood unanimous to approve a 3% cost of living increase for the Deputy Clerk.

**Road Maintenance Coordinator Position** – Schumacher read the criteria for the Road Maintenance Coordinator position. Rush/Schumacher unanimous to approve with adding under supervision of the town board and any other duties as assigned.

**Employee Discipline Form** – It was discussed to insert an Employee Discipline Form as part of the handbook. Schumacher/Rush unanimous to table until the July 6, 2015 meeting in order to have the township attorney review the form.

**Approve/Disapprove Letter to Supervisor** – A letter and email will be sent to Supervisor Holm to determine what his intentions are since he has missed a series of meetings.

**Announcements:**

- MS4 Workshop, Thursday, June 18<sup>th</sup>, 4:00 – 7:30 p.m., Great River Regional Library, Elk River
- Town Office Closed Friday, July 3<sup>rd</sup> in Observance of Independence Day
- Frontier Trails SSD Reconvene; June 23; 7:00 p.m.

**Any Other Business** – Carlile toured the township with Marc Schneider, Sherburne County Zoning, to look for noxious weeds. Schneider is working on a \$500,000 grant from the county to share with the township. He said Young Park is in excellent shape.

Swanson said he will be attending the MS4 Workshop on June 18 at the Great River Regional Library and suggested other Supervisors attend as well.

**Motion to Approve Bills for Payment** – Atwood/Rush unanimous to approve for payment check numbers 19362 through 19398 and 5 EFT payments totaling \$27,976.18.

**Adjourn** – Atwood/Rush unanimous to adjourn at 9:04 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

7-6-2015

Date

Attendees: Kimberly Good, Judy Thorson, Elaine Philippi, Terry Carlile