



BALDWIN TOWNSHIP

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BALDWIN PLANNING COMMISSION

October 11, 2012

Call to Order – The October 11, 2012 Baldwin Planning Commission meeting was called to order by Chairman Peggy Patten at 7:00 p.m. The Pledge of Allegiance was recited by everyone present.

Commissioners Present: Scott Case, Terry Carlile, Richard Harris, Peggy Patten, Ross Perry, Eleanor Rittenour. Planner Bridge Chard was in attendance as well as Town Board Liaison Randy Atwood. Deputy Clerk Cheryl Goetz Dobson took the minutes. The audience and sign-in sheet is attached.

Move to Approve/Amend Agenda – Added by Commissioner Harris to New Business is ‘Pending Baldwin/Princeton Agreement’. Added by Commissioner Carlile to New Business is ‘Consideration of an Alternate Date’. ***Commissioners Rittenour/Carlile unanimous to approve agenda.***

Claim Forms – The Claim Forms were passed out by Chairman Patten, and returned to the Deputy Clerk.

Secretary’s Report

Planning Commission Meeting Minutes of 09.August.12 / Move to approve (amend) – *Commissioners Case/Perry unanimous to approve the Planning Commission meeting minutes of August 9, 2012.*

Public Input

Copies of an Agreement Between the City of Princeton and the Township of Baldwin Regarding Tax Reimbursement for Annexation were obtained from Princeton staff and asked to be handed out to the Planning Commission for review. It was mentioned that it may be important for the Baldwin Planning Commission be aware of the upcoming discussions.

Communications: From Town Board / Liaison

Written Communications regarding final Ordinance creating Planning Commission - Town Board Liaison Atwood said the town board approved the ordinance with amendments that the Planning Commission recommended. After discussion regarding the need for clarification of the ordinance, *a motion was made by Commissioners Perry/Carlile to adopt the Planning Commission Bylaws as was approved with amendment. Voice vote was taken with Carlile,*



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Perry, Case and Patten voicing yea; Rittenour voicing nay objecting to the word 'landowner in Baldwin Township'; and Harris voicing nay objecting to 1) presence of Article III as the authority sides entirely with the Board of Supervisors and 2) the lack of designation of parliamentary rules to organize meetings. Motion carries.

Old Business & Reports

Bylaws – Finalize / Approve - See above.

Book materials – It was decided that Planner Chard would be available for scheduled meetings with the commissioners on October 24th to go over materials. Scheduled are Carlile from 8:00 am to 10:00 am; Case from 10:00 am to noon; Perry from noon to 2:00 pm; Harris from 2:00 pm to 4:00 pm; Patten from 4:00 pm to 6:00 pm and Rittenour from 6:00 to 8:00 pm.

Maps – Reviewed were Baldwin Township aerial, park, parcel, plat, existing land use, soil bank data and flood plain maps that Planner Chard had obtained from Sherburne County. She explained some of the details that the maps will provide for the Comprehensive Plan and future permitting work. These maps will be excellent reference for future supervisors and permittees.

New Assignments – With the Planning Commission going into months 8 through 10 of a timeline for a comprehensive plan, new assignments were chosen by each commissioner:

Harris – History/Community and Natural Resources/Preservation Sites (archeological)

Perry – Environment/Infrastructure – Present and Future Needs/Aggregate

Patten – Agriculture/Soil/Impacts

Rittenour – Community Services/Facilities

Carlile – Parks/Recreation/Open Spaces

Case – Green/Solar/Wind Design/Options

In addition to the research goal, objectives, policies and action plans are other components to be looked into.

New Business

Overheads – Financing roads/road types – Planner Chard presented a PowerPoint presentation on Road Financing Methods. She asked that they hold onto the presentation handouts and to mark the slides regarding exemptions by Agricultural and Seasonal Recreational until she had a final answer. She felt that the statutory language had changed and Bond Counsel was reviewing it for final confirmation.



Community Meetings / Maps – Perry/Carlile unanimous to table until the November meeting.

Books – Books will be turned in next month for tabbing and final documents.

Draft Budget/ review – A proposed budget for 2013 was passed out by Chard for review. Some of the expenses will need to be estimated. It was discussed that numbers should be determined by November to give to the Board in January in order to be able to set levies for the March meeting.

Pending Baldwin/Princeton Agreement – The agreement deals with orderly annexation. Planner Chard stressed that the Planning Commission has no statutory authority to deal with such a document, and wouldn't address this document unless the town board specifically asks the planning commission to do so and then it would only be in the context of land use and planning. It was also stressed that the planning commission is advisory only.

Even though the agreement is not confidential, it is allegedly not for public information at this time since it's not been discussed at either governmental entities meetings. Resident Nagle was reprimanded by Rittenour for handing out a document from an unknown author and not marked draft.

Consider Alternate Date – In the event it becomes known that a quorum of commissioners cannot be present for a regularly scheduled meeting, an alternate date for that month will be agreed upon by the majority of the commissioners.

A schedule of Planning Commission meeting dates will be put together at the next meeting for final review.

Adjourn - Commissioner Carlile motioned to adjourn at 9:22 p.m.

Other Notices:

- Next Meeting date: November 8th, 2012 at 7:00 p.m.
- January 10, 2013; Joint Meeting with Town Board

Respectfully submitted:
Cheryl Goetz Dobson
Deputy Clerk

Peggy Patten, Chair