

BALDWIN TOWNSHIP REGULAR MEETING

January 8th, 2024

Present – Supervisors Jay Swanson, Tom Rush, Bryan Lawrence, Scott Case and Jeff Holm

Also Present – Tim Thoreen, Township Engineer from HR Green.

Call to Order – The January 8, 2024 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

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

December 2023 Final Treasurers' Report – Beginning balance of \$1,095,785.98, Receipts of \$649,071.17, Disbursements of \$48,815.83, check numbers 27174 – 27243 and 12 EFT payments leaving an unaudited balance of \$1,696,041.32.

January 2024 Preliminary Treasurer's Report – The Clerk/Treasurer reported a Beginning balance of \$1,696,041.32, Receipts of \$2059.00, Disbursements of \$136,949.54 leaving an unaudited balance of \$1,561,150.78.

Sheriff's Report – Deputy Wilson reported 177 calls for the month of December 2023. There were 12 medicals, 29 traffic stops and 3 thefts. For the month of November there were 160 calls, 8 accidents and 33 traffic stops.
302nd speed study was done and 85% is below 30 mph speed.
Rush brought up that people are dumping sheet rock and garbage on County Road 38. There were 5 garbage bags left on the side of the road which contained old remodeling material like sheet rock, etc.

Public Comment Requests:

- Ron Carlson, address 14307 286th Avenue NW. Ron has had a car parked on the side of the road in the ROW for a long period of time. The Public Works Supervisor determined that due to public safety, the car needed to be towed and this was scheduled. Zac spoke to Ron Carlson's daughter and communicated that this car needed to be moved. Rush spoke of the process that takes place when vehicles are in the ROW.

Approval of Consent Agenda – Rush/Case unanimous to approve

- Approve Special Town Board Meeting Minutes of December 13th, 2023.
- Approve Town Board Meeting Minutes of December 18th, 2023.
- Approve Special Town Board Meeting Minutes of December 20th, 2023.

- Approve Clerk Meeting at Becker Township on January 19th, 2024 from 9:00 a.m. to 10:00 a.m. Deputy Clerk to attend also.

Engineering:

Discuss/Approve/Disapprove Additional Expenditures for 305th - HR Green is moving ahead with the design of 305th. Tim T from HR Green gave the Township a quote of \$58,000. Tim believes that this can be finished with a \$50,000 expenditure. The \$50,000 could be reduced if Baldwin Township does a handoff with another Engineering firm. If the county is involved, additional costs could be saved. Tim Thoreen would like to reach out to our Attorneys for coordination of driveways on 305th. Swanson stated that the Attorneys would not do this, HR Green would do this. Swanson asked about footprints and where HR Green is with this. Sherburne County is looking at June-July timeframe for construction. Rush asked how much money has been invested in this project already. Tim Thoreen stated he is not sure what this amount is at this time. Lawrence clarified that the \$50,000 is the complete amount through construction and Tim Thoreen confirmed that to be correct.

Discuss/Approve/Disapprove Professional Service Agreement from Hakanson Anderson - Lawrence spoke of reviews and plats for Planning/Zoning that need to be done including Hardy Homestead. Lawrence spoke to Seth and Shane Nelson and they have the capacity to provide service to Baldwin Township. Lawrence said that if we wanted to move some of the roads to Hakanson Anderson, they would be open to this. **Case made a motion to approve agreement contingent on review of the contract with our Attorneys, Rush second the motion, motion passed.** Lawrence spoke that Dan Licht has worked closely with Hakanson Anderson much in the past.

Discuss Chenny Auto Invoice – Lawrence spoke of the invoice Baldwin Township sent to Chenny Auto. The majority of this review was previously done before HR Green came on board. Lawrence has been trying to get ahold of Tim Korby at HR Green for a month and a half. Lawrence agrees with owner that this invoice from HR Green is outrageous. Lawrence is going to have Tim Thoreen speak regarding this invoice. Tim Thoreen cannot make an adjustment to this invoice without consulting with Tim Korby from HR Green first. Tim T. was at the site, and it did not pass the stormwater review and did not pass the final inspection. There were also modifications needed to the plans. The site was not compliant and needed corrections per Tim T. at HR Green. Tim T. claimed that there was exploratory options that were done. Tim T. to speak to Tim Korby about modifications to this invoice. Swanson stated that there were 16 hours invested in this project and wants an explanation. Brian Chenny could not make the meeting tonight Lawrence stated.

Discuss Hardy Homes Engineering – Lawrence stated that HR Green has done the majority of the work on Hardy Homestead. Baldwin Township should have HR Green finish the final completion. **Lawrence moved for HR Green to complete Hardy Homestead, Rush second, motion carried.**

Tim Thoreen spoke that they submitted final plans for the parks trail grant.

Fire Department Report:

Discuss Resignation Letter from Jake Seidenstricker – Lawrence/Rush unanimous to approve resignation.

Discuss Resignation Letter from Shawn Frink – Lawrence/Rush unanimous to approve resignation.

Discuss/Introduce Fire Department Captains and Lieutenants for 2024 – From the Fire Department meeting last month, the captains are Brian Torborg and Nic Cole. The new lieutenants are Gio Neal, MaryBeth Torborg, Lance Soderholm and Brandon Lage. The Fire Department new captains and lieutenants could not be here tonight because they are meeting with the Blue Hill Town Board. Scott stated that they had their first 2 Blue Hill calls.

Planning Items:

Discuss/Approve/Disapprove Update in Fee Schedule for The Planning Company – Tabled from the December 18th, 2023 Town Board Meeting – Rush/Lawrence unanimous to approve effective January 1st, 2024.

Discuss Chenny Auto – This was already discussed.

Road Report:

Discuss Public Works Report – The Public Works Department has spent 58 hours at Frontier Trails, parks, tree clearing, road patching, wood chipping, blade signs, cutting trees down, salting and sanding. Plows trucks are going out at 4:00 a.m. to plow and salt/sand.

Case asked if all EMS signs were installed, and Rush stated yes.

Discuss/Approve/Disapprove 25' Replacement Fence for PID# 01-035-2400 – Rush/Lawrence unanimous to approve to table until the January 22nd Town Board meeting to get cost.

Discuss Snowplow Wage – Case spoke that Public Works gets benefits. The other plow drivers are seasonal employees and are on call. Rush believes that they should be paid the same. Case stated this is 2 separate job classifications. Our Employees also get overtime stated Lawrence. Rush wanted to bring this topic up to get Board feedback.

Old Business:

Park Committee Report – Park committee is picking out playground equipment. Rush stated that they will choose the equipment and then this will go to the Town Board for approval.

Cemetery Update - 1 burial

Tabled Items:

Discuss/Approve/Disapprove Scheduling Public Open House Dates for Incorporation - Rush spoke that we had 75-80 residents show up for the last public open house. Rush suggested having one more public hearing since the last hearing was so close to the holidays. Rush suggested a visit to Baldwin Township Businesses to address any questions. Lawrence stated the last public hearing went very well. Lawrence doesn't see a need for another public hearing at this time. Case asked Clerk if we received any calls asking for another public hearing and Clerk stated no. **Holm made a motion to table until the January 22nd Town Board meeting, Rush second the motion, motion carried.** Lawrence stated that the Annual Meeting is coming up and Incorporation will be discussed at that time.

New Business:

Discuss Auditors – Lawrence/Case unanimous to approve clerk working with Burkhardt and Burkhardt for proposal for 2023 auditing.

Discuss/Approve/Disapprove Welder Purchase Under \$2000 – Strike “under \$2000” per Holm – Holm stated that in order to complete repairs in a timely fashion, that don't need any certification for vehicle safety, to purchase a welder. Holm asked for recommendations from Swanson. **Holm made a motion to purchase a welder up to \$3500, Rush second the motion, Lawrence disapproved, motion carried.**

Rush left at 8:30 p.m.

Discuss/Approve/Disapprove Microphones for Meetings – Lawrence/Holm unanimous to table until the January 22nd Town Board meeting.

Discuss Attending Surrounding Township/Cities Meeting on Incorporation – Lawrence is on the agenda with The City of Princeton on Thursday. Lawrence will also be attending Princeton Township next week. He also stated that he will be attending a few towards the end of January. He will be presenting the resolution to support the incorporation of Baldwin Township to these Townships. Case and Swanson stated that they would also be interested in attending some of these meetings. If Swanson goes, Case will not go to avoid a quorum. Clerk to post all these meetings so that any Town Board Supervisors can attend the Township/City meetings if they wanted to.

Schedule Meeting with Rum River Construction Consultants - Lawrence received pricing proposal from Rum River Construction Consultants. Lawrence believes these price changes should be effective January 1st, 2024. Case likes the cap philosophy so that prices can be understood. Swanson spoke of septic compliances and has spoken to our Attorneys on what this would look like after Baldwin is incorporated.
Lawrence/Case unanimous to table scheduling the meeting until the January 22nd Town Board meeting.

Schedule Board of Audit – Lawrence/Case unanimous for February 26th Town Board meeting

Discuss/Approve/Disapprove Local Board of Appeal and Equalization Tuesday, April 9th, 2024 at 3:00 p.m. – Lawrence/Case unanimous to approve this to be held on April 9th, 2024 at 3:00 p.m.

Discuss/Approve/Disapprove January 2024 Newsletter – Holm/Case unanimous to approve once Clerk proofs the newsletter.

Lawrence left at 8:45 p.m.

Discuss/Approve/Disapprove Purchase of 4 Chairs @ \$65.00 for Town Hall – Case/Holm unanimous to approve.

Discuss/Approve/Disapprove HRA, Health Reimbursement Arrangement, for Township Staff – Case/Holm unanimous to approve Empower with a total cost of \$1400.00 annually.

Discuss/Approve/Disapprove Term Sheet Instructions to Proceed with Request for Quote on Certificate of Indebtedness – Case/Holm unanimous to proceed with Ehler's.

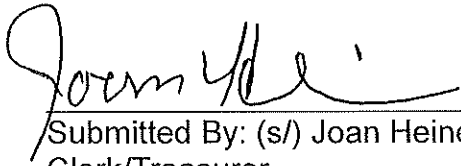
Announcements:

- a. Baldwin Township Staff Meeting January 9th from 7:00 p.m. to 9:00 p.m.
- b. Special Town Board Meeting with Ehler's January 10th at 7:00 p.m.
- c. Special Planning Commission Meeting January 17th at 7:00 p.m.--Cancelled
- d. Park Committee Meeting January 18th at 7:00 p.m.
- e. Next Town Board Meeting January 22nd at 7:00 p.m.
- f. Baldwin Town Hall Closed Monday, January 15th in Observance of Martin Luther King Day
- g. SCAT Meeting January 17th at Sherburne County History Center
- h. Town Hall closed January 19th from 8:00-12:00 for Clerks meeting

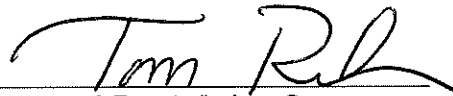
Any Other Business: Clerk discussed Election Judges and party balance. Swanson asked Clerk to send an email to Diane Arnold and Steve Simon.

Motion to Approve Bills for Payment – Case/Holm unanimous to approve check numbers 27244 – 27291 and 1 EFT Payment for a total of \$136,949.54.

Adjourn – Holm/Case unanimous to adjourn at 9:20 p.m.

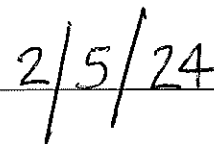


Submitted By: (s/) Joan Heinen
Clerk/Treasurer
Baldwin Township



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

Tom Rush, Vice Chair


Date

Attendees: Ron Carlson, Diane Bohn