

BALDWIN TOWNSHIP REGULAR MEETING

January 22nd, 2024

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

Jeff Holm arrived at 8:15 p.m.

Call to Order – The January 22nd 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/Case unanimous to approve as amended.

January 2024 Preliminary Treasurer's Report – The Clerk/Treasurer reported a beginning balance of \$1,696,041.32, Receipts of \$13,194.35, Disbursements of \$473,765.99 leaving an unaudited ending balance of \$1,235,469.68.

Public Comment Requests:

- Joe Schwartz – 31702 136th Street NW, Princeton. Midco to bring their services to 136th Street. Swanson went over the history of Midco offering internet service to this location. Andrew Curley from Midco will speak later in the meeting regarding this topic.

Approval of Consent Agenda – Rush/Case unanimous to approve

- Approve Clerk Attending MN Department of Revenue State Employment Tax Seminar January 31st, 2024.
- Approve Clerk Attending Ehlers' MN Public Finance Seminar February 1st-2nd, 2024.
- Approve Staff Meeting Notes of January 9th, 2024

Discuss Internet Service with Midco – Andrew, Senior Director of Government Relations at Midco was here to discuss the service of Midco specifically for 136th street and 138th and 290th off of County Road 9. Andrew handed out a map that shows areas identified as underserved areas. This map showed 211 locations that are underserved. The breakdown for these is 29 locations of Hwy 169/128th Street NW, 22 locations of 136th Street NW/144th Street NW, 32 locations of 293rd Ave NW/136th Street NW, 47 locations of 321st Avenue NW, 61 locations of 313th Avenue NW and 20 locations of 305th Avenue NW/313th Avenue NW. There is a spring 2024 MN DEED border to border grant that is opening up soon with a potential \$654,000 grant request. The potential expansion partnership would be a total cost of \$1.3 million and \$6200 per location.

Lawrence reached out to the County regarding his concern of the service from Midco. A few years back, the Township was communicated they would have better service from Midco and our Township would be fully covered. Andrew explained that Midco needs partnership in order to expand on these identified areas. Lawrence explained that our service went elsewhere, and we have the population in Baldwin Township to have these services. Andrew explained that this was not previously explained correctly. Lawrence asked how we can get these areas served. Andrew explained that he understands there is growth coming to our Township. Lawrence stated we need to figure out how our residence will be serviced in all areas. Andrew stated that he will research this more and bring this information back to the February Town Board meeting.

Frontier Trails Update – Mike Gwynn sent an email stated that the pumps are not working correctly. Gwynn, which is the owner and manager of the Wastewater facility at Frontier Trails, stated that he discovered that some of the pumps are not the right ones. Apparently, there are 8 recirculating pumps and at least 2 of them and maybe more are under powered. Gwynn is getting a quote from Steinbrecher to fix this problem. In December, the treatment of ammonia was an issue. Adjustments have been made and research is being done on nitrate levels.

Discuss/Approve/Disapprove Steinbrecher Proposal – Rush/Case unanimous to approve proposal for \$4785.92 for pumps.

Suspend Regular Meeting – Rush/Case unanimous to suspend regular meeting
Open Public Hearing – Rush/Case unanimous to open public hearing.

7:30 p.m., Public Hearing to Review 2024 Budget and Set Monthly Fee for Frontier Trails – Attorney Mike Couri said that the pumps aren't working correctly now. Couri stated that the rates are not keeping up with the costs. Elizabeth at Ehler's is recommending borrowing \$100,000 from the capital fund to get rid of the debt and then pay back this fund in the future. The goal is to get the debt paid off and increase the general fund for repairs. The recommendation is to increase the rate from \$72.00 a month to \$126 a month. Couri checked with a few other areas with cluster developments and the monthly utility bills are around \$200.00-\$270.00 a month. This is to build up replacement costs. Rush asked if we are taking from the capital fund, can we do this since this is taxpayers' money. It would be borrowing the money and paying this back. As the rates increase, the fund will be paid back with interest. Rush explained that he is requesting RFP for Maintenance of this system at a February Town Board meeting. Couri indicated he recommends getting an outside company to maintain this system. Swanson explained how Mike Gwynn is managing the system at this time and the pumps will need to be replaced occasionally. Julie Weidenborner was at the meeting; she is the President of Frontier Trails. Couri spoke of prepayments of debt. Julie said this was not communicated to the residents that prepaying would be a benefit. Julie explained that they would have went and financed this system instead of accruing debt. Couri explained that if the rates would have been increased in the past, they will be paying the same amount. Julie requested a breakdown of all the operating costs. Rush asked who was managing this system prior to 2017 and Julie explained it was

Mike Gwynn. The new system in 2017 was to bring the system up to compliance with the MPCA. Couri asked when this was built in 2017, was this system built to compliance. This would be something to look at from Septic Check at a compliance standpoint. Lawrence indicated that the whole board is very upset with what Septic Check did in the past for managing the system. Lawrence asked if there is any recourse to bring this up to standard. Couri asked if this was the right design for this system? The second issue discussed was the management of the system. This will not be known until we talk to the prior company.

Jeff Holm arrived at 8:15 p.m.

Case left the meeting at 8:23 p.m.

Case returned to the meeting at 8:26 p.m.

Julie asked if Frontier Trails and the Township could work together to figure out what numbers are and where the deficit came from. Holm asked that all billing/expenses be sent to Frontier Trail Residents. Case commented that we are not going to figure this out at tonight's meeting. A Resident spoke that it was not disclosed to them about the special assessment of Frontier Trails being paid off early.

Close Public Hearing Lawrence/Rush motion to close public hearing at 8:44 p.m.

Open Regular Meeting – Lawrence/Rush motion to open regular meeting at 8:44 p.m.

Discuss/Approve/Disapprove Frontier Trails Utility Rate Change – Lawrence made a motion to increase rates from \$72.00 a month to \$110.00 a month for now. Case 2nd the motion, motion carried.

For tonight, until more information is gathered, these questions won't be answered.

Swanson stated that there will be a public hearing every year to address any concerns and updates to the Frontier Trail Residents.

Returned to Midco Agenda item – Andrew spoke of exploring areas of the northeast corner of the Township and to add service to these locations. Lawrence went back to topic of previous visit from Midco and that this was a 3-5 year program to get this done, not a 10 year proposal. This was to cover all of Baldwin Township with this service. Andrew to check with his team on the communication that was provided the last time Midco met with Baldwin Township Board. The request for funds came from the County, not from Midco. Lawrence indicated that we need action this year. Communication in the past was the whole Township would be serviced, not just a portion of the Township. Lawrence asked when Baldwin Township will be finished receiving this service. Andrew wants to research this further and report back to the Township. Midco services about 2500 locations in Baldwin Township. Andrew will look into the MN DEED grant for servicing. Lawrence asked what it would take to get a small project for 2024 to service residence. Lawrence would like Andrew to come back to the meeting on February 5th with what he finds out.

Discuss/Approve/Disapprove Resolution 24-01: Awarding the Sale of General Obligation Certificates of Indebtedness, Series 2024A, in the Original Aggregate Principal Amount of \$400,000 – This was changed today to \$398,000.

Case/Rush unanimous to approve

Discuss/Approve/Disapprove Resolution 24-02: Approving Post Issuance Compliance Procedure and Policy for Tax-Exempt Governmental Bonds

Rush/Case unanimous to approve.

Planning Items:

Discuss Building Permits for December 2023 – Building Permits were reviewed by the Town Board for the month of December 2023.

Discuss/Approve/Disapprove Refund of Escrow for Lewandowski Admin Subdivision – Lawrence/Case unanimous to approve.

Road Report:

Discuss Public Works Report – Maintenance going out to Young Park to get rid of a boxelder bug tree. J Craft is delayed on getting parts for the Freightliner truck. Allied is about 75% done with evaluation on Baldwin Township roads.

Discuss Snowplowing and Ice Control Policy and Issues of Pushing Snow Across Township Roads – Holm/Lawrence made a motion for no changes to the existing policy.

Discuss ROW Procedure – Rush would like letters sent out to residents concerning ROW violations to be sent out certified. We sent letters on ROW enforcements but until we get fine amounts, we can not ticket them. Ordinance needs to be updated with fees of fine amounts. Couri indicated that a short fix is to make a motion on what ticket amount would be.

Case/Holm made a motion to make fine amount of \$50.00, Lawrence disapproved. Motion carried.

Old Business:

Park Committee Report – Park Committee Meeting was January 18th. 2-3 playgrounds were picked out for 3-5 year olds and 2-3 for older kids. Rush would like to proceed with picking out playground equipment for Young Park. Safety First did 1 year warranty for playground equipment.

Swanson/Rush unanimous to approve Town Board attending meeting on Feb 15th Park Committee meeting.

Cemetery Update - None

Tabled Items:

Discuss/Approve/Disapprove 25' Replacement Fence for PID# 01-00035-2400 –
Lawrence/Case unanimous to approve. Lawrence will donate the 25 feet of fencing.

Discuss/Approve/Disapprove Microphones for Meetings –
Lawrence/Case unanimous to approve Anker PowerConf S500 Speakerphone for \$219.00. This is needed so the sound quality is improved for videotaping meetings. This was also recommended by IT.

Schedule Meeting with Rum River Construction Consultants –
Swanson/Rush unanimous to approve meeting February 6th at 7:00 p.m. with Rum River Construction Consultants.

New Business:

Schedule Closed Meeting with Couri and Ruppe to discuss Incorporation Proceedings –
Rush/Lawrence unanimous to approve meeting January 31st at 7:00 p.m.

Discuss Earned Sick and Safe Leave Policy -
Case/Holm unanimous to approve Baldwin Township Earned Sick and Safe Leave Policy Adopted January 22, 2024.

Discuss/Approve/Disapprove Credit Card and Online Payment through HeyGov –
Lawrence/Case to table until February 5th Town Board meeting for Rush to review.

Schedule Meeting to Review 2025 Budget Line Items – This is changed to set the levy. Lawrence/Case unanimous to approve scheduling this for the February 5th Town Board meeting. We will get levy amounts from Elizabeth at Ehler's for levy based on being incorporated.

Baldwin Town Hall will be closed March 7th & 8th for public hearing on Incorporation. Clerk to post this and also that the town hall is closed these two days. Deputy Clerk to monitor traffic in the hallway by the second door as the front door will be locked. This will be put on Baldwin Townships website and a sign will be posted at the Township that "The Town Hall is closed for business, open for Public Hearing."
Lawrence made a motion for Town Hall to be closed March 7th and 8th for business and open for the public hearing, Rush second the motion, motion passed.

Discuss/Approve/Disapprove Accounting Support from Ehler's –
Lawrence/Case unanimous to approve.

Discuss 2024 Recycling Day Application – The grant amount for 2024 recycling day is \$8410.00. Lawrence requested that we speak to Bruce Messelt at Sherburne County regarding the grant amount. Rush would like Jim's to come to a meeting to discuss also.

Discuss/Approve/Disapprove Meal Plans for 2024 Elections –
Lawrence/Case unanimous to approve up to \$20 per meal/person for election meals.

Discuss/Approve/Disapprove Assessment Policy –
Case/Rush unanimous to approve. Lawrence/Holm disapproved; motion passed.

Discuss/Approve/Disapprove Audit Proposals –
Case/Rush unanimous to approve Burkhardt & Burhardt for Auditors. Contract is for 2023-2025 services.

Discuss/Approve/Disapprove Updated Baldwin Salary & Payment Schedule –
Lawrence/Rush unanimous to approve. This is just updating an internal schedule form with the current wages. Wages have been approved previously.

Announcements:

- a. Next Baldwin Township Meeting February 5th, 2024 at 7:00 p.m.
- b. Planning Commission Meeting January 24th, 2024 at 7:00 p.m.
- c. Board of Audit Review February 26th, 2024 at 7:00 p.m.
- d. Election Judge Training for 1 ½ hours on January 23rd (Deputy Clerk Attending) and January 24th (Clerk Attending) at Sherburne County Government Center

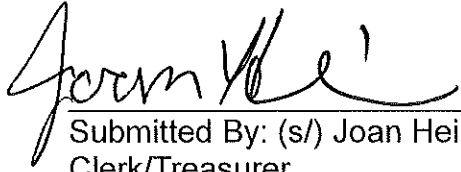
Any Other Business:

Sherburne County Support for Incorporation. Jay spoke to Dan Weber for support of incorporation. Mike Couri, Township Attorney, will draw up new resolution to fit what Sherburne County is willing to support.

Motion to Approve Bills for Payment:

Case/Holm unanimous to approve check numbers 27292 – 27333, 5 EFT Payments and 35 Fire Department Direct Deposit Payroll Checks in the amount of \$336,838.40.

Adjourn: Holm/Case unanimous to adjourn at 10:59 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

2/5/24

Attendees: Ehlers-Todd Hagen, Midco-Andrew Curley, Rum River Consultants-Andy Schreder, Frontier Trail Residents-Julie Weidenborner, Jennifer & Randy Dropik and Mark & Charlotte Lofgren.
Joe Schwartz