

BALDWIN TOWNSHIP REGULAR MEETING

April 1st, 2024

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

Scott Case arrived at 7:10 p.m. from a fire call.

Absent – Supervisor Jeff Holm

Also Present: Dan Licht-Township Planning and Zoning Administrator

Call to Order – The April 1st, 2024 regular meeting of Baldwin Township was called to order by Chair 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.

March 2024 Final Treasurer's Report – Beginning balance of \$1,573,531.69, Receipts of \$25,151.77, Disbursements of \$180,786.78, Check Numbers 27432 – 27470 and 12 EFT Payments leaving an unaudited balance of \$1,417,896.68.

April 2024 Preliminary Treasurer's Report – The Clerk/Treasurer reported a beginning balance of \$1,417,896.68 with no receipts, Disbursements of \$124,838.39 leaving an unaudited balance of \$1,293,058.29.

Sheriff's Report – Deputy Wilson reported a total of 227 calls for the month of March 2024. Of these calls, there were 22 medicals, 55 traffic stops, 16 security checks and the rest were for miscellaneous services.

Swanson asked if there was anything that jumped out at him. Wilson said it was a good month because there were no burglaries.

Public Comment Requests - None

Approval of Consent Agenda – Rush/Lawrence unanimous to approve.

- Approve Board of Canvass Meeting Minutes of March 12th, 2024

Fire Department Report – This will be discussed later in the agenda since Town Board Supervisor Scott Case had to leave for a fire call.

Planning Items:

Discuss/Approve/Disapprove Resolution 24-10 Paulson Variance – Town Planner, Licht, presented the Planning Report. Full report on file in the Clerk's Office.

Lawrence/Rush unanimous to approve contingent on the 3 conditions be met.

Discuss/Approve/Disapprove Resolution 24-11 Casselton Variance – Town Planner, Licht, presented the Planning Report. Full report on file in the Clerk's Office. The homeowner had no comments.

Lawrence/Rush unanimous to approve contingent on the 3 conditions be met.

Discuss/Approve/Disapprove Resolution 24-12 Baldwin Prairie Simple Plat – Town Planner, Licht, presented the Planning Report. Full report on file in the Clerk's Office.

This is a 32-acre lot, and the developer is proposing to subdivide it and to develop single family lots. The preliminary plat shall be revised to indicate the buildable area.

Lawrence/Rush unanimous to approve contingent on the 7 conditions be met.

Discuss/Approve/Disapprove Resolution 24-13 Environmental Assessment Worksheet for The Oaks of Battle Brook 2nd Addition.

Town Planner, Licht, presented the Planning Report. Full report on file in the Clerk's Office.

Lawrence/Rush unanimous to approve.

Discuss/Approve/Disapprove Resolution 24-14 Final Plat for The Oaks of Battle Brook 2nd Addition – Town Planner, Licht, presented the Planning Report. Full report on file in the Clerk's Office.

Lawrence asked if The Planning Commission seen the final plat. Dan Licht stated that there was no amendments to the preliminary plat so this does not need to go back to The Planning Commission meeting. This is to expediate the final plat review to avoid the 2-step process Licht stated.

Lawrence/Rush unanimous to approve contingent on the 12 conditions be met.

Discuss Code Enforcement Update – Dan Licht, Town Planner, has set up meetings with a Baldwin Township Automobile Dealership and Jake's Tree Service for the status on code enforcements.

Discuss Updated Report on Elk Lake Sewage Inspection – The problem has dissipated since Rum River Construction Consultants last went to the sight. RRCC to meet with 3 homeowners Wednesday afternoon and will send an update to the Town Board before the next Town Board meeting. Andy stated that he believes the contamination came from an outhouse down by the lake.

Andy from RRCC stated that the only thing we can do at this point is to educate.

Discuss Midco Service in Baldwin Township – Andrew Curley from Midco was at the meeting. He stated that Midco currently services 2544 addresses in Baldwin Township.

Midco has identified six extensions in Baldwin Township that would allow additional residents the opportunity to subscribe. These extensions would provide service to approximately 211 addresses in Baldwin Township, which Midco believes to be the vast majority of the remaining unserved addresses in Baldwin Township. The estimated cost to build these areas is approximately \$1,287,700. The MN Office of Broadband Development opened its 10th round of border-to-border broadband grants. This grant would provide funds for up to 50% of project costs and request the rest from the State of Minnesota. There is a \$5000 contribution and a letter of support from Baldwin Township to obtain the local support points on the scoring rubric for these grants.

Rush asked for clarification on the \$5000.00 amount. This would be due only if the grant is awarded. Lawrence asked for a timeline and Andrew indicated that it's 24-month timeline and the green areas on the map would be completed in 2026. Swanson asked for criteria on which ones would be started first. Curley indicated they would work where the current fibers are. Lawrence asked what probability would be of getting grant. Curley indicated that they have been successful in receiving grants but cannot make guarantees. Lawrence asked where Baldwin was on the application list. Curley indicated that they would identify Baldwin as a high priority. Midco would need a letter and \$5000.00 contribution.

Rush made a motion to send a letter and \$5000, Lawrence seconded the motion, motion passed.

Road Report:

Discuss Public Works Report – Full Road report on file in the Clerk's Office.

Discuss Scheduling a Workshop for Preventative Maintenance on Roads –

Rush spoke to Matt Kind at Hakanson Anderson. Matt would like to schedule a meeting for preventative maintenance on roads and future road projects. Swanson suggested going forward on getting quotes and bids for all 3 pavement rehabilitations for 2024. These are flex patching, crack sealing and sink hole repair.

Rush made a motion to have Zac in our Public Works Department to be the contact person for these projects. Lawrence seconded the motion, motion passed.

Lawrence/Rush unanimous to table workshop until April 15th Town Board meeting.

Discuss Snowplow Wages for Next Season – Rush stated that the Township has 7 pieces of equipment for snowplowing and only 6 drivers. Increase of wages are needed.
Rush/Lawrence to table until second meeting in July to discuss further.

Discuss/Approve/Disapprove Joint Resolution 24-09 –
Rush/Lawrence unanimous to approve.

Old Business:

Park Committee Report – Park committee met last Thursday and discussed purchase of swim buoys for Sandy Lake Beach and garbage cans for Young Park and Sandy Lake Beach.

Discuss/Approve/Disapprove Purchase of 2 Swim Area Buoy's for Sandy Lake Beach – Rush checked with DNR, and they are okay with getting buoys for Sandy Lake. DNR recommends going through Planning and Zoning. Dan Licht to look into this. **Rush/Lawrence to table until the April 15th Town Board meeting.**

Discuss/Approve/Disapprove Purchase of 1 Composite Garbage Can for Young Park and 1 for Sandy Lake Beach – These would be fastened down. Lawrence asked if we could contract with local garbage companies for upgraded garbage cans. Case recommended getting the garbage cans that weigh approximately 161 pounds. Good thinks this would make our parks look better. **Rush/Case to approve quote of \$1256.07. Lawrence disapproved; motion passed.**

Discuss/Approve/Disapprove Lester Kriesel for 3-year Term on Park Committee – Lawrence/Rush unanimous to approve.

Discuss/Approve/Disapprove Increase for Park Committee Board Members – Rush is requested \$35.00 per meeting for the Park Committee Board Members. **Lawrence/Case unanimous to approve \$35.00 per meeting.**

Discuss/Approve/Disapprove Sending Letter to County Commissioners Requesting Park Dedication Fees be Released to Baldwin Township – Dan Licht to draft up letter and send to Rush. Letter to be addressed to Bruce Messelt and CC'd County Commissioners.

This is discussion only at this time. This will be discussed again at the April 15th Town Board meeting.

Cemetery Update - None

Tabled Items:

Discuss/Approve/Disapprove Baldwin Cemetery Markers – Quantity of the markers is still being worked on by Lester. This is discussion only at this time.

Discuss/Approve/Disapprove Plan-It Capital Improvement Plan Software – Rush/Lawrence to table this until the May 20th Town Board meeting.

Discuss/Approve/Disapprove Clean Up Day Charges – Rush/Case unanimous to approve.

Discuss/Approve/Disapprove Process for HRA Account with Empower – Rush/Lawrence to table until the May 20th Town Board meeting.

New Business:

Discuss/Approve/Disapprove Clean-Up Day Fees to Residents –
Rush/Case unanimous to approve Jim's prices. Prices received from Jim's will be the same as what we pass onto the Resident's.

Discuss Updating Fee Schedule for Building Permits –
Ordinance is being drafted.
Lawrence/Rush unanimous to approve tabling until the April 15th Town Board meeting.

Discuss/Approve/Disapprove April 2024 Newsletter –
Rush/Case unanimous to approve April 2024 Newsletter

Discuss Board of Audit Wendy Van Bergen's to be Posted on our Website –
Rush/Case unanimous to posting to our website.

Per Case, Baldwin Fire Department will volunteer at Blue Hill Cleanup Day

Discuss/Approve/Disapprove Resignation of Township Supervisor – Lawrence is submitting his resignation as Town Board Supervisor. He has served as a Town Board Supervisor for over 20 years. Lawrence has helped create some wonderful things for our Township.

Lawrence has recently been elected to State House 27B.

Prior to the signing of bills, Lawrence read his resignation.

Swanson/Rush unanimous to approve Bryan Lawrences resignation as Town Board Supervisor.

A Vacancy has been declared for the Town Board Supervisor.

Rush/Case unanimous to approve a vacancy on our Town Board.

Swanson made a motion to fill the vacancy with Alan Walker.

Case has a concern, should we give this a week or two to see if anyone else is interested?

Swanson's reason for making a motion immediately to fill the position is he doesn't want to see the vacancy last too long. Swanson stated that the Town Board should have 5 members. Walker has ran for past elections, he is a Park Committee member, plows snow for Baldwin Township and attends almost every Town Board meeting. Rush agreed that we should give this a week in case anyone else wants to apply.

Case seconded the motion, motion passed.

Announcements:

a. Local Board of Appeal and Equalization Tuesday, April 9th, 2024 at 3:00 p.m.
Jake Stenzel called Swanson and Sherburne County notified Stenzel that if he hasn't looked at a property, the classification cannot be changed. Swanson will invite Dan Weber to the Local Board of Appeals meeting.

Case asked if we would have a problem with the number of Board members at the Local Board of Appeals. Vice Chair Tom Rush will be present also.

b. Next Town Board Meeting, April 15th, 2024 at 7:00 p.m.

Any Other Business:

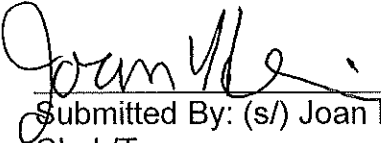
Rush had Zac Good, Public Works Supervisor, update OSHA status on completed work and work in process.

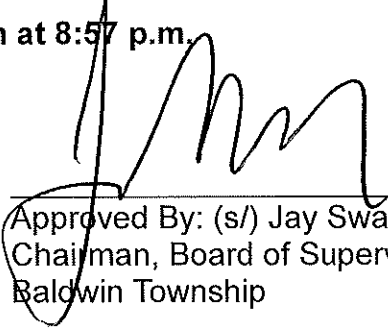
The clerk updated the Town Board that 2 poll pads were ordered for the upcoming elections and not 4 as previously approved at March 18th Town Board meeting.

Motion to Approve Bills for Payment – Rush/Case unanimous to approve check numbers 27475 – 27530 minus check number 27471 totaling \$124,838.39.

Check number 27472 was a void/reissue for Princeton Gas for \$285.00 which was accounted for in December 2023. Check numbers 27473 from June of 2023 for \$124.67 and 27474 from August 2023 for \$55.41 were a void/reissue for Phil Holland that were accounted for in those months. Check number 27506 for \$120.00 from December 2023 was voided and new check number 27506 was issued for Zac Good.

Adjourn - Rush/Case unanimous to adjourn at 8:57 p.m.


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


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

4-15-2024

Date

Attendees: Ted Davis, Curtis Johnson, Public Works Supervisor Zac Good, Baldwin Township Building Official Andy Schreder, Tyler Paulson, Joss Jondahl, Pat Skarohlid, Dan Weber, Midco Representative Andrew Curley, Jason Betzler, Alan Walker and Brian Bumgarder.