

BALDWIN TOWNSHIP REGULAR MEETING

June 3rd, 2024

Present – Supervisors Jay Swanson, Alan Walker and Scott Case

Alan Walker arrived at 7:24 p.m.

Absent – Tom Rush and Jeff Holm

Call to Order – The June 3rd, 2024 regular meeting of Baldwin Township was called to order by Chairman Jay Swanson officially at 7:24 p.m. Public comments and Sheriff's Report were given prior to 7:24 p.m.

No official business, motions or decisions were made prior to 7:24 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 – Walker/Case unanimous to approve as amended.

May 2024 Final Treasurer's Report – Beginning balance of \$1,302,167.28, Receipts of \$72,979.96, Disbursements of \$373,564.71-check numbers 27575 – 27659 and 12 EFT payments leaving an unaudited balance of \$1,001,582.53.

June 2024 Preliminary Treasurer's Report – Beginning balance of \$1,001,582.53, no receipts, disbursements of \$126,222.12 check numbers 27660 – 27676, leaving an unaudited balance of \$875,360.41.

Sheriff's Report: Deputy Wilson reported 221 calls for service in May 2024, no burglaries, 51 Traffic stops, 11 medicals, 7 security checks and the rest were calls for miscellaneous service. Chair Swanson thanked Deputy Wilson for all of his service to our Township.

Public Comment Requests:

Mary Larson – 29725 138th Circle NW: Update on FunFest—Car show will be at Sunken Ship along with a frozen T-Shirt contest. A suggestion was made to do a scavenger hunt using nature at Young Park. Mary is also looking into face painting. She has a honey vendor coming. She had a request for a dalmatian dog to come for pictures with the kids.

Larry Doose – 900 Airport Road : Use of 136th Street—Larry was here regarding the property the city has. They are looking at doing a 3-way deal. They are working with Prairie Restoration on some property which would bring them closer to County Road 3. Larry is looking for suggestions from the Town Board on utilizing 136th street by going over the 7 tons road restriction limit. Larry will need to let us know exactly where the

driveways would be and what would happen if our Township road gets damaged. This proposal could possibly be discussed at the June 17th Town Board meeting.

Approval of Consent Agenda – Case/Walker unanimous to approve

- Approve Town Board Meeting Minutes of May 20th, 2024

Fire Department Report:

Discuss/Approve/Disapprove Meeting on June 24th, 2024, at 7:00 p.m. with Blue Hill Town Board to Review Fire Contract – This meeting is per the contract for an annual meeting with Blue Hill Town Board. The Fire Chief will be working on any updates to the contract prior to the meeting. **Walker/Case unanimous to approve June 24th meeting.**

Swanson is adding to the special meeting on June 24th:

Discuss/Approve/Disapprove OAA for Road Description for Incorporation Boundaries Process. This will need to be published for 10 days. This will be added to the June 24th meeting. **Walker/Case unanimous to approve adding this to the special Town Board meeting on June 24th.**

Cemetery Update – Cemetery Markers, Walker/Case unanimous to approve tabling until the June 17th Town Board meeting.

Tabled Items:

Discuss/Approve/Disapprove Purchase of Fire Apparatus – More discussion is needed by the Town Board regarding financing. Case stated that it's better to pay as we go. Case said that a contract needs to be in place by August 1st, so the price does not go up. This will be discussion only at this time. **Case/Walker unanimous to approve adding this to the June 17th Town Board meeting as new business.**

Discuss/Approve/Disapprove Fund Transfers – Case/Walker unanimous to disapprove

Discuss/Approve/Disapprove Employee Benefit Proposals – A meeting is scheduled tomorrow, June 4th with two benefit providers.
Case/Walker unanimous to table until the June 17th Town Board meeting.

New Business:

Discuss/Approve/Disapprove Failed Driveways for PID# 01-00588-0110 and 01-00588-0115 – Walker/Case unanimous to approve sending letter to Builder on failed driveways

Discuss/Approve/Disapprove No Permit for PID# 01-00456-0140 – Andy at Rum River would like to communicate with the homeowners as education that a permit is needed. Andy recommended that a letter be sent first.

Case/Walker unanimous to approve sending the letter. Friendly to Walker/Case that Andy from RRCC will send the letter and not the Clerk.

Discuss/Approve/Disapprove Cancelling June 6th Staff Meeting – Case/Walker unanimous to approve cancelling June 6th staff meeting.

Discuss Heavy Equipment Parked at Elk Lake Rain Garden – The equipment needed to be parked here for septic installation. The contractor will repair the damage to the grounds when installation is completed.

Discuss/Approve/Disapprove Past Due Invoice for PID# 01-00503-0405 – Case/Walker unanimous to approve sending a letter to homeowner. Clerk to send the letter on past due invoice.

Discuss/Approve/Disapprove Gravel Road Grading Class 5 Quote – Case/Walker unanimous to table until the June 17th Town Board meeting.

Discuss Fire Code Official and Review Resolution 24-24 – Case asked if RRCC has a Fire Official and Andy stated they did. Case would like to keep this role within the Township. Case stated the title should be Fire Marshall. They would be code enforcement and inspector. Case stated he needs to know what the exact responsibilities are. Case has a meeting setup with Elk River Fire Department to get more information regarding the roles of a fire official. Case stated that the pay should be in an appendix. Our Township Attorney, Mike Couri indicated this is the way to go.

Swanson/Case unanimous to approve tabling this until the June 17th Town Board meeting.

Discuss/Approve/Disapprove motion to Waive 30 Day Requirement for the State to Make a Decision on Schwartz Property OAA – Case/Walker unanimous to approve.

Discuss/Approve/Disapprove Deputy Clerk Position to Kayla Nielsen at \$20.00 – Case/Walker unanimous to approve \$21.00 an hour. This would include the health program and PERA.

Discuss/Approve/Disapprove Advanced Septic Inspector – Andy at RRCC recommends Mid-West Soil Testing. Typically, RRCC contracts this out. Andy is asking if RRCC hires them or if the Township does. This would be for the Christ Our Light Church only. The Town Board agrees that Rum River should be hiring this contractor. **Case/Walker unanimous to approve RRCC hiring the contractor for Christ Our Light Church septic inspection.**

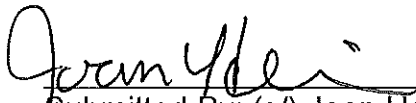
Announcements:

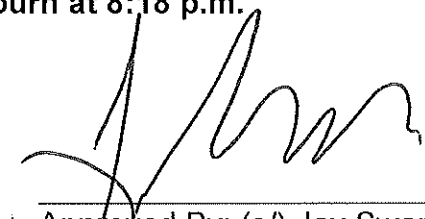
- a. Employee Reviews, Thursday, June 6th, 2024 Starting at 6:00 p.m
- b. Special Town Board meeting, Monday, June 24th, 2024 at 7:00 p.m. to Discuss Blue Hill Fire Contract
- c. Special Planning Commission Meeting, Wednesday, June 12th, 2024 at 7:00 p.m.
- d. Town Hall closed Thursday, June 13th, 2024 to Attend Couri & Ruppe Township Legal Seminar
- e. Next Town Board Meeting Monday, June 17th, 2024 at 7:00 p.m.

Any Other Business - None

Motion to Approve Bills for Payment – Case/Walker unanimous to approve check numbers 27660 – 27676 in the amount of \$126,222.12.

Adjourn – Case/Walker unanimous to adjourn at 8:18 p.m.


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


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

6-17-2024
Date

Attendees: Larry Doose, Ron & Cindy Messer, Mary Larson, Christi Miller and Andy Schreder from Rum River Construction Consultants-Baldwin Township's Building Official.