

BALDWIN TOWNSHIP REGULAR MEETING

June 17th, 2024

Present – Supervisors Jay Swanson, Tom Rush, Alan Walker and Scott Case

Absent – Supervisor Jeff Holm

Also Present – Township Planning & Zoning Administrator Dan Licht, Township Engineering Matt Kind.

Call to Order – The June 17th, 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/Walker unanimous to approve as amended

June 2023 Preliminary Treasurer's Report – Beginning balance of \$1,004,085.87, receipts \$65,684.42, disbursements of \$156,160.01 leaving an unaudited balance of \$913,610.28.

Public Comment Requests:
None

Approval of Consent Agenda - Case/Walker unanimous to approve

- Approve Special Meeting Minutes of May 29th, 2024
- Approve Town Board Meeting Minutes of June 3rd, 2024
- Approve Claim for Cathy Stevens Over 90 Day's
- Approve Ordinance 600 Updating Fee Schedule Effective May 6th, 2024

Engineering:

Discuss/Approve/Disapprove Recommendations from Hakanson Anderson on Survey of 285th Avenue – Matt Kind, Township Engineer, from Hakanson Anderson spoke that they surveyed the area about a month ago. He brought a layout with him and came up with some concepts. The Road is pitched towards the south side of the lake for quite a distance. The low point of the road is in front of the driveway of PID# 01-00404-0135. The road was built in the 50's and the road has not had very much engineering. Swanson asked how the road can be fixed. Kind indicated to restore the crown in the road, move the low point, do minimal grade of the road and build up so the water keeps moving. This road is chip sealed at this time. A possibility would be to pitch it towards the swale. Kind to look into other options and to work with the PID on using the lot line. **Rush made a motion to table until the July 1st Town Board meeting. Walker seconded the motion, motion carried.**

Planning Items:

Discuss Building Permits for April and May 2024 – The building permits for April and May 2024 were reviewed by the Town Board.

Discuss/Approve/Disapprove Resolution 24-25 for DuBois Variance – Town Planner Dan Licht reviewed the Planning Report. Full report on file in the Clerk's Office. **Rush/Walker unanimous to approve contingent on the 4 conditions being met.**

Discuss/Approve/Disapprove Ordinance 2024-04 for Shoreland Ordinance Update – The DNR has updated the classifications of public waters within Baldwin Township. **Rush/Case unanimous to approve.**

Discuss/Approve/Disapprove Ordinance 2024-05 for Administrative Code Enforcement – This ordinance is set forth when a complaint is received, and the process that the Township follows. **Rush/Case unanimous to approve**

Discuss Code Enforcements – All of these were complaint driven. **Case/Rush unanimous to approve** sending letters based off our code enforcement procedure.

Discuss/Approve/Disapprove Todd Maloney/Sheldon Pool-Sand Dune Properties- This is survey work at this time, no Engineering. **Rush/Walker unanimous to approve.**

Discuss/Approve/Disapprove Code Enforcement by Rum River Consultants for no Railings on Deck for PID# 01-00486-0215 – Andy from RRCC does not know how this complaint was received. Licht, from TPC, says because of the severity of the height of the deck, it is recommend pursuing Rum River Consultants to investigate. Andy from RRCC stated that they do not charge for the first initial letter being sent. Andy's opinion is that one week is enough time to wait for the response from the homeowner. **Case/Walker unanimous to have RRC send letter to homeowner.**

Discuss Larry Douse Update – Larry Douse owns Sylvia in Princeton. Talk is that they will swap lots with Prairie Restoration. A conversation also needs to happen with Princeton Township. Baldwin will have to talk to our Attorney's and Douse is on board to pay all costs. He will pay all costs if the road gets damaged. Douse to have his Attorney's to draw up a contract for The Planning Commission and our Township Attorney's to look at.

Frontier Trails Update:

Matt Kind recommends a company called Viola to manage the system. Kind to contact this vendor to set up a meeting with him and Swanson.

Discuss/Approve/Disapprove Frontier Trails North Side House Pumping – Rush/Walker unanimous to approve.

Road Report:

Discuss Public Works Report – Full public works report on file in the Clerk's office.

Discuss Lake Diann Drainage off 133 ½ Street – Swanson would like updated costs, plan review and update on grant amounts. Kind will check with SWCD on grant amounts and also Bogart on past quote.

Rush/Case unanimous to table until the July 1st Town Board meeting.

Discuss/Approve/Disapprove No Outlet Roadside Sign Standards- Swanson/Walker unanimous to approve.

Discuss South Sandy Lake Stormwater Drainage Review – Swanson would like updated costs, plan review and update on grant amounts. Kind will check with SWCD on grant amounts and also Bogart on past quote.

Rush/Case unanimous to table until the July 1st Town Board meeting.

Discuss/Approve/Disapprove 2' Culvert Replacement Quotes for 278th Avenue East of Highway 169 – Swanson would like to do the asphalt at the same time. Allied and ACI produced quotes for culvert and asphalt and West Branch and TW Hauling only did quote for culverts.

Rush/Walker unanimous to approve TW Hauling for \$7590.00.

Discuss/Approve/Disapprove 18" Culvert Replacement Quotes for 120th Street North of 28504 – Rush/Walker unanimous to approve TW Hauling for \$5890.00.

Discuss Street Sweeping – We have received some calls requesting street sweeping. The Town Board does not think that this needs to be done at this time.

Rush would like to increase the threshold for, emergency purposes, The Road Supervisor's to \$10,000. Case indicated that an emergency is a public safety vehicle not being able to use the road. Swanson had some discussion on the pros and cons of doing this.

Case/Rush unanimous to approve tabling this until the July 15th Town Board meeting.

Park Committee Report: Park Committee Meeting is June 13th. They are busy planning for FunFest.

Discuss/Approve/Disapprove MAT Path to ADA Swing for Young Park – Swanson made a motion to approve \$1836.00 for mats. Rush seconded the motion, motion carried.

Tabled Items:

Discuss/Approve/Disapprove Cemetery Marker Quote –
Rush/Case approved 75 markers at \$7.40 each for a total of \$555.00. Swanson abstained. Motion carried.

Discuss/Approve/Disapprove Employee Benefit Proposals – Case spoke of the open access plan with Health Partners. This would be for full-time employee working over 32 hours a week.

Rush made a motion to approve.

A friendly was given from Case that we can pay 100% for the first year to see how it goes. Rush took the friendly, Case second the motion, motion carried. This will start August 1st, 2024.

Discuss/Approve/Disapprove Gravel Road Grading Class 5 Quote –
Case/Rush unanimous to approve quote from Keith Hass Construction for \$15,495.00.

Rush left the meeting at 8:53 p.m. and returned to the meeting at 8:56 p.m.

Discuss Fire Code Official and Review of Resolution 24-24 – Discussion on who the Fire Code Official would be. Case asked what qualifications are needed for the position. Andy said that it is typically running the apparatus and going through fire sprinkler plan reviews. Case stated that the Fire Chief would be appropriate as the Fire Code Official. Case just wants to make sure what the qualification and capacity is. **Rush/Walker approved, Case abstained, motion carried.**

Swanson stated that there will be several more meetings to discuss this position more at length.

Discuss/Approve/Disapprove NSU Proposal – Rush/Case unanimous to approve tabling until the July 15th Town Board meeting.

New Business:

Discuss/Approve/Disapprove Purchase of Fire Apparatus – Pricing will go up 1.5% if the contract is not signed by August 1st. Swanson asked if we put down \$117,000 from our left-over ARPA funds, we will obligate these funds, which needs to be done by December 31st, 2024. Rush would like to get information on Baldwin's road project estimates. Case to get updated quote for the fire apparatus and have for the July 1st Town Board meeting.

Rush/Walker unanimous to table until the July 1st Town Board meeting.

Discuss/Approve/Disapprove Town Hall and Public Works Being Closed July 5th, 2024 – Rush/Case unanimous to approve.

Reschedule Employee Performance Review Meeting – Rush/Walker unanimous to approve June 25th, 2024 starting at 6:00 p.m.

Discuss/Approve/Disapprove Deputy Clerk New Hire Christin Caza – Rush/Case unanimous to approve at \$25.00, 2-weeks of vacation and medical insurance effective August 1st.

Discuss/Approve/Disapprove Renewal of Liquor License for Ridgewood Bay, Fairway Shores and Finish Line Café – Case/Walker unanimous to approve. Going forward, this will be on the consent agenda.

Discuss Invoice from HR Green for PID# 01-00028-2110, 01-00028-2100 and 01-00028-2101 – Case/Walker unanimous to approve reducing invoice by \$2886.50.

Announcements:

- a. Town Hall Closed Wednesday, June 19th, 2024 in Observance of Juneteenth
- b. Park Committee Meeting Thursday, June 20th, 2024 at 7:00 p.m.
- c. Special Town Board Meeting, Monday, June 24th, 2024 at 7:00 p.m. at Baldwin Town Hall to Discuss Blue Hill Fire Contract with Blue Hill Town Board
- d. Planning Commission Meeting Wednesday, June 26th, 2024 at 7:00 p.m
- e. Township Audit Presentation to the Town Board Monday, July 15, 2024 During Regular Town Board Meeting

Any Other Business:

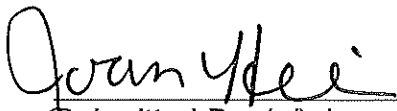
Swanson/Rush unanimous to approve closing July 5th and for this to be a paid holiday.

Clerk requesting the afternoon of June 20th and the morning of June 21st off.

Swanson/Case unanimous to approve.

Motion to Approve Bills for Payment: Rush/Case unanimous to approve check numbers 27676 – 27718 in the amount of \$26,433.08. Minus check numbers 27677, 27679 and 27680. 4 EFT Payments of \$4,525.89 for a total of \$30,958.97.

Adjourn – Rush/Case unanimous to adjourn at 9:47 p.m.


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


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

9/9/2024
Date

Attendees: Baldwin Township Public Works Supervisor Zac Good, Baldwin Township Building Official from Rum River Construction Consultants Andy Schreder, Bob & Molly DuBois, Jeff & Patti Jorgenson, Todd Maloney, Christi Miller, Sheldon Pon, A. Schneider