

BALDWIN TOWNSHIP SPECIAL MEETING WORKSHOP WITH ENGINEERS August 6th, 2024

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

Scott Case arrived at 7:07 p.m.

Jeff Holm arrived at 7:44

Hakanson Anderson – Shane Nelson and Matt Kind, Township Engineers

The Planning Company – Dan Licht, Township Planning and Zoning Administrator

Call to Order – The August 6th, 2024, Special Town Board meeting of Baldwin Township was called to order at 7:00 p.m.

Pledge of Allegiance – All present recited the Pledge of Allegiance

Workshop with Engineers – Chair Swanson thanked Hakanson Anderson for their participation in the Incorporation hearing. Swanson stated the goal of this meeting is to state expectations for moving forward and communication, so everyone knows the expectations. Discussion on culvert at PID# 01-00508-0114 was discussed by Swanson.

Shane Nelson spoke on the state gas tax that the Township is eligible for since Baldwin will soon become a city, and Baldwin has a population over 5000.

Rush spoke of the road projects that need to be done next year and the PCI for the roads in order to get preventative maintenance done on the roads. Rush would like to define what the Engineers do versus what the Public Works Department does. Rush went on to discuss defining the expectations on culverts/driveways. Rush would also like to discuss the road supervisor spending, limits that are currently \$2500.00. Walker agrees that the road supervisor limits should be raised.

Swanson would like to start with the MSA discussion.

Matt Kind spoke that they have been working through the roads that fit the criteria to receive MSA money. Kind handed out a map to the Town Board. Map on file in the Clerk's Office. On the Map, orange indicates MSA routes. Shane Nelson stated that you want to designate as many roads as possible. These roads must be approved by the Commissioner of Transportation of the State of Minnesota. A lot of the roads in orange are on our 2025 road project list. Nelson discussed with the Town Board 2025 road projects and the timeline needed to get these done. Nelson stated if you want to add another road for MSA funding, you just need to pass another resolution. Roads need to be certified by the state and road mileage verified.

Matt Kind from Hakanson handed out a road and bridge fund CIP. Chip sealing and mill overlay are very important Swanson stated. Soil borings are also very important. Rush stated that if the County is doing a road, we can shuffle the

schedule to match when the county is doing a road project. Kind indicated that the general process for road projects is availability of surveyors which usually is early spring and late fall. Design work usually starts in November. These guidelines were handed out by Hakanson. Swanson brought up doing 100th street and 297th. Licht indicated that we have 2 CIP plans and recommends Hakanson going out to look at the roads. Allied did a PCI rating and Licht indicated a schedule should be determined from this. 100th Avenue, 297th Avenue, 116th and 136th should be looked at and a schedule should be determined from this. Rush asked if the Board was in agreement that 100th and 297th will be the roads picked for 2025. Swanson agreed with Rush that these two roads should be the focus.

Jeff Holm arrived at 7.44 p.m.

Nelson asked what kind of traffic these roads get, and Rush/Case indicated these roads get a lot of traffic.

Swanson indicated that all reconstruction should be 24-foot top.

Scott Case left at 7:46 p.m.

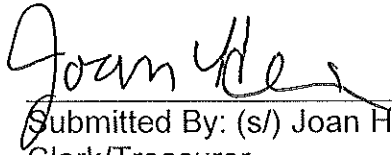
The topic of wetland credits was discussed.

Swanson spoke of the Townships standards for culverts. Culverts under roads should be concrete. Hakanson to update road standards to include this.

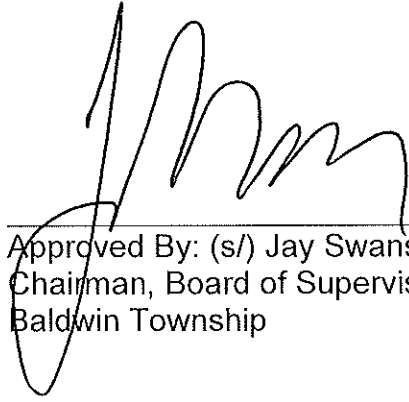
Rush indicated that second driveways need to go to the Planning Commission, the Engineers and then to the Town Board for approval.

Rush asked about signs for developments. Kind from Hakanson indicated that they ordered signs for the last development. Kind indicated that a sign schedule should be on the plan site from the developer. Holm brought up a couple stumps in the roadways on 100th that have created sinkholes. The Engineers should go out and look at these areas. Rush would like to focus on good roads that are 6-8 years old to maintain their useful life. Kind discussed a preventative/maintain schedule. Rush indicated that this should be started in January. Hakanson to create a PCI map. Swanson discussed the LOC between the Engineering for developers. This will go through the Engineers for recommendations. Shane Nelson asked the status of our Township signs and Swanson indicated they are in good shape, 50% or more have already been replaced. Nelson also asked about road stripping and Swanson indicated that the Town Board is in favor of road stripping. Shane Nelson also indicated on doing some traffic count, especially on 100th and 297th street. Rush discussed the limits of the Town Board Supervisors. He asked the Engineers what they typically see at different municipalities. Swanson indicated that higher limits for Town Board Supervisors is mostly used for change orders. Shane Nelson indicated that is typical.

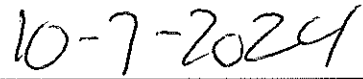
Adjourn - Rush/Holm unanimous to adjourn at 9:27 p.m.



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



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



Date

Attendee: Travis Ekbom