

Baldwin Township
Special Planning Commission Meeting Minutes

August 21, 2024 at 7:00 p.m.

Call to Order:

On August 21st, 2024, Chair Clarence Mattson called the Special Planning Commission meeting to order at 7:00 p.m.

Pledge of Allegiance:

Everyone present stood and recited the pledge of allegiance.

Roll Call:

Present: Chair Clarence Mattson, Vice Chair Sherry Newman, Patti Miller, William McGowan, Richard Marshall, and Joy Johnson.

Also present were Town Planner, Dan Licht and Town Board Liaison, Jay Swanson.

Absent: Calvin Schmock.

Claims:

All claims were filled out and returned to the clerk.

Approve Agenda:

Under New Business D-#2 was added - discuss I 75 Judge Order.

Richard Marshall made the motion to approve the agenda with the addition. Joy Johnson seconded the motion. All in favor, motion passed 6-0 vote.

Approve Minutes:

The July 17, 2024 Special Planning Commission minutes were not available.

New Business:

1. Discuss building permit fees:

Clarence Mattson stated that the Planning Commission would like to discuss the permit fees. Jay Swanson stated it is not necessarily the fees to be discussed, rather, the central issue to consider if permits are necessary. Richard Marshall asked at the July 24th 2024, meeting what permits were necessary.

Andy Schreder introduced himself as the owner and Chief Building Official for Rum River Consultants. Andy discussed what requires a permit and what doesn't. Minnesota rule 1300 is codified in MN statute and outlines what structures require a permit. Rum River Consultants follows this state statute very closely. Window, roofing, siding, and furnace permits are called Set Fee Permits where the inspections are routine and predictable. These are also known as Residential Maintenance Permits. A Rum River Consultant Permit Technician processes the permit and verifies the application, then the permit is submitted to the building inspector to do

a site inspection.

Clarence Mattson asked why a resident would need a septic compliance certificate if they were only going to build a deck onto the home.

Andy Schreder stated that is not a requirement of the State building code, however it is a County ordinance. The County has an ordinance that states if there are any improvements to the property, an updated septic compliance needs to be on record. That is not a rule that Rum River Consultants or one that the State imposes, it is directed by the County. A septic compliance regarding a new septic is good for 5 years and a septic compliance regarding an existing septic is good for 3 years according to County standards.

2. Discuss I 75 Judge Order

Clarence Mattson opened discussion on the 44 pages of the Judge's Order.

There are 13 factors that were evaluated including population, quality of the land, and transportation, etc. The Planning Commission discussed some of these items to compose a Mission Statement for the Comprehensive Plan. Clarence Mattson stated it was interesting to see what the Judge looked at.

Dan Licht stated that some citizens comment that the Board makes decisions without putting it to a vote. The Board was elected to represent the people on their behalf. Not requires a vote.

Clarence Mattson stated the Order states the Township has had a Comprehensive Plan since 2014, which is to seek growth and development including a land use plan. Everything that the Planning Commission has done and is doing is in this 44-page Order.

Jay Swanson stated Baldwin's tax rate is lower than all surrounding cities and all of the surrounding townships, except for one. That is in line with Baldwin's mission statement.

The Planning Commission discussed the eligibility for LGA funding for roads and how that will help keep Baldwin's taxes down. Baldwin has healthy growth; moving forward, the question will be about increasing the industrial and commercial areas. Baldwin will need to make sure we are consistent and adhere to our rules and regulations. The goal is to keep Baldwin the way it is. With that, the comprehensive plan does not change dramatically, it evolves.

Dan Licht asked what does being a city mean? It's a form of government and nothing has to change. It's a more advantageous form of government.

Old Business: None

Comprehensive Plan Update:

Dan Licht stated the Planning Commission will talk about issues and opportunities within the city. Then the Planning Commission will work on policies that will respond to these issues and opportunities. The Planning Commission will work on drawing the map and looking at

infrastructure. The commission will also look at community input and can hold public hearings to invite comments from the public.

Town Supervisor Liaison Update:

Jay Swanson discussed the process of becoming incorporated and what steps it took to get to this point. Some residents did have concerns about becoming a city, however Baldwin incorporated to preserve the township. After the incorporation meeting, most residents were understanding. The election will be the final process in becoming a city.

Baldwin is a part of MAT (Minnesota Association of Townships); which also offers insurance for the Township. As a city, Baldwin will belong to the League of Minnesota Cities ("LMC"). The board is preparing all the information needed so that when the Council and Mayor are seated, they can pass a motion to have everything transferred to the LMC. MAT's cost was about \$3,500.00 a year, and the cost of being with the League of Minnesota Cities will be about \$9,000.00 which is driven by population.

Baldwin is happy with the law enforcement service and will stay with Sherburne County. There will be no increase in cost to Baldwin. If there is a prosecution, with a DWI, fines and those types of things, the County Attorney will handle those. There will be no cost increase for the same service Baldwin currently receives.

Commissioner Update:

Richard Marshall stated there is a BPOU (Basic Political Organization Unit) meeting held in Zimmerman and encourages all of the Planning Commission to attend and know what is going on.

Sherry Newman and Patti Miller are preparing the newsletter. Three questions will be posed to each candidate; responses are limited to 150 words per answer.

Town Staff Update:

Busy meeting next week with Northland Ponds subdivision, the building for Betzler Construction, two variance applications on lake lots and another expansion for ABRA building.

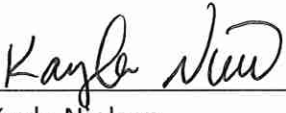
Miscellaneous Information and Communication:

Introduction packet for new homeowners.

Adjourn:

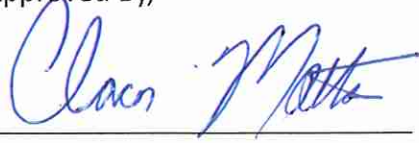
Richard Marshall made a motion to adjourn the August 21, 2024 Special Planning Commission meeting at 8:53 pm. Joy Johnson seconded the motion. All in favor, motion passed 6-0 vote.

Respectfully Submitted,

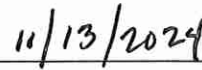


Kayla Nielsen
Deputy Clerk

Approved By,



Clarence Mattson
Chair



Date

Attendees – Rum River Consultants Chief Building Official - Andy Schreder, Kelli Duerr-RRC, Billy Sorenson-RRC, and Town Board Supervisor - Tom Rush.