

**VILLAGE OF BALDWIN  
REGULAR BOARD MEETING MINUTES  
June 8, 2022 – 6:00pm**

The Village of Baldwin Board of Trustees held their regular board meeting on Wednesday, June 8, 2022. President Lance Van Damme called the meeting to order at 6:00pm. The Pledge of Allegiance was recited by all present.

Village Administrator/Clerk-Treasurer Tracy Carlson took roll call. Those present: President Lance Van Damme, Trustees Kristine Forbes, Amy Jurgens, Matt Knegendorf, Doug Newton, Austin Van Someren and Chad Wernlund.

Others present: Village Engineer Erik Hennigsgard, Attorney Paul Mahler, Public Works Director Brad Boldt, EMS Director Tom Boyer, Library Director Rita Magno, Police Chief Darren Krueger, Jason Schulte, Street Engineer Mike Stoffel, Sewer Plant Engineer Katie Jo Jerzak, USDA Representative Scott Schatschneider, Jim Rens, Wastewater Treatment Plant Operator Gary Newton, Brett Olmsted, Officer Justin Malean, David Amundson

**CONSENT AGENDA**

Van Damme requested the approval of checks written be removed from the consent agenda for further review.

Van Someren **moved**, and Newton seconded to approve the consent agenda items:

- Financial reports (including budget comparisons) – May 2022
- Minutes for May 11, 2022 Regular Board Meeting and May 25, 2022 Special Board Meeting
- Accept resignation of Police Officer Dan Orr
- Municipal court report – May 2022
- Building inspector report – May 2022

Van Damme questioned the payment for a new truck for public works and inquired about hail damage repairs. Upon satisfaction, Van Damme **moved** to approve checks written - #40138-40236; payroll vouchers #26719-26839; online/manual checks for payroll taxes, HSA contributions, deferred comp/Roth IRA, Payment Systems Network and WI Retirement Systems. Seconded by Van Someren. Motion carried.

**REGULAR AGENDA**

Public comments - David Amondson (1180 Florence St) spoke to the board about the Baldwin Creek and continued flooding issues. He demanded that something be done to prevent flooding from occurring. He presented the board with a signed petition to have the creek cleaned out and water diverted. Jim Rens (1120 Florence) also spoke to this issue. The board took no action. Issue will be on the July agenda for further discussion.

Swearing In – Administrator/Clerk-Treasurer Carlson administered the Oath of Office for new police officer, Justin Malean. The board and public congratulated him with a round of applause.

## **Planning Commission**

Berkseth Heights 8<sup>th</sup> Addition - At the recommendation of the Planning Commission, Van Damme **moved** to approve the final plat for Berkseth Heights 8<sup>th</sup> Addition (Pintail/Wood Duck Lane) (Voran711 Land Holdings, LLC) which is to include a hammer-head turn-around at the south end of Wood Duck Lane. Seconded by Jurgens. Motion carried. A development agreement will be presented at a later date.

Hardee's Pylon Sign - At the recommendation of the Planning Commission, Knegendorf **moved** to approve an application for a pylon sign to be installed on the south side of Hardee's (2106 55<sup>th</sup> Ave.) (Munger Holdings, LLC). Seconded by Newton. Motion carried.

Olmsted, Brett (1140 8<sup>th</sup> Ave.) – Olmsted lives on the corner of 8<sup>th</sup> Ave. and Maple St. with a driveway on 8<sup>th</sup> Ave. He would like to install a 6' fence in his yard. Local ordinances dictate the height of a front fence is to not exceed 3'. Olmsted wants a 6' fence. Olmsted requested that his address be changed to Maple St. so that the 8<sup>th</sup> Ave. street side be considered a side yard and not the front. After some discussion, the board requested further clarification from the building inspector as to how the "front" is determined (by address or by driveway location). No action taken.

## **Sewer Plant**

Van Someren **moved** to approve the following expenditures for the sewer plant project: Jurowski Construction - \$351,564.12; SEH - \$24,576.12; Ehlers - \$5000; Bakke Norman - \$841.75 and Fryberger Law Firm - \$15,000. Seconded by Jurgens. Motion carried.

Katie Jo Jerzak (SEH) reviewed change order #12 which included numerous items totaling \$33,259. After a lengthy conversation and input from Scott Schatschneider (USDA Rural Development), Forbes **moved** to approve the change orders as presented. Seconded by Knegendorf. Motion carried.

Jerzak updated the board on the status of the heavy rain/flood event that occurred on May 11, 2022. A structural engineer has inspected the buildings affected and has issued a report stating that Building 9 should be further inspected to ensure that the soils under a slab of concrete did not shift during the rain event. The geotechnical engineer will be inspecting the slab that was affected. It is anticipated that this will occur within the next week. Carlson has been in contact with the property insurance company to keep them informed of the inspections and findings. No action taken.

Compliance Maintenance Annual Report (CMAR) – Gary Newton presented the annual report to the board stating that the poor grade received will be rectified when the new sewer plant is operational.

Resolution 2022-16 – Compliance Maintenance Resolution – Van Someren **moved** to approve this resolution to provide that Gary Newton is authorized to file the compliance maintenance annual report with the WI DNR. Seconded by Jurgens. Motion carried by roll call vote with all in favor.

Creamery Park Signs – Using donated funds, Knegendorf **moved** to approve the purchase of two signs for Creamery Park (one for the end of Main St. and one for the corner of 6<sup>th</sup> Ave./Maple St.). Seconded by Forbes. Motion carried 6-1 with Newton opposed.

Lease TID 7 land – Knegendorf **moved** to approve a one-year land lease with Vic Harris for the vacant land in TID 7. Seconded by Wernlund. Motion carried.

Update Harris property purchase (Main St.) – Henningsgard updated the board on the Phase I Environmental Study that was done on the property that is being purchase by the village (on Main St, north half between 8<sup>th</sup> and 9<sup>th</sup> Ave). There are no concerns from the study. The board agreed to satisfy all remaining contingencies and move forward with the contract. No action taken.

Liquor license renewals – All monetary obligations from all applicants have been met. Van Someren **moved** to approve the liquor license applications for 2022-2023, seconded by Wernlund, as follows:

Applicant	Location	License Applied For
John Steven Jerlow, Agent 1861 Twilight Lane Hudson, WI 54016	Amwest Inc. d/b/a Bob & Steve’s BP 830 10th Street Baldwin, WI 54002	Class “A” “Class A” Liquor (cider only)
Brant Moegenburg, Agent 120 5th Street Baldwin, WI 54002	Cave Dahl American Legion; Post 240 410 Maple Street Baldwin, WI 54002	Class “B” “Class B”
Afton Polk, Agent 930 10th Avenue Baldwin, WI 54002	Landmark Services Cooperative 930 10th Avenue Baldwin, WI 54002	Class “A”
Jennifer Tumax Vasquez; Agent 2810 Hwy 12 Wilson, WI 54027	DJ’s Restaurante Juda’ 740 Main Street Baldwin, WI 54002	Class “B”
Kimberly Mathis, Agent 237 N Grant St, #3 Ellsworth, WI 54011	Dollar General Store #13248 880 Spruce Street Baldwin, WI 54002	Class “A”
Tracey E. Bowman, Agent 1050 Davis Street Hammond, WI 54015	IYS Ventures LLC d/b/a I Mart Stores 1040 Bergslien St. Baldwin, WI 54002	Class “A”
Donna M. Hayes; Agent 153 185th Street Hammond, WI 54015	Hayes Enterprises, LLC d/b/a Liquor Haus 820 10th Avenue Baldwin, WI 54002	Class “A” “Class A”
Joseph Fisher 2774 Cty Rd N Wilson, WI 54027	KJ’s Hogg Pen Bar & Grill 870 Main Street Baldwin, WI 54002	Class “B” “Class B”

Dawn Johanson 912 Smith Avenue South West St. Paul, MN 55118	T&D Johanson LLC d/b/a North Meets South 720 Main St Baldwin, WI 54002	Class "B" "Class B"
Kayla Tully; Agent 2412 Pierce St Croix Rd Baldwin, WI 54002	Kwik Trip #696 940 Baldwin Plaza Drive Baldwin, WI 54002	Class "A" "Class A" Liquor (Cider Only)
Kenneth Van Ness; Agent 2234 White Pine Rd Hudson, WI 54016	Kwik Trip #747 1010 Main Street, Baldwin, WI 54002	Class "A" "Class A" Liquor (Cider Only)
Mike Dorwin 1165 250th Street Woodville, WI 54028	Strikers Lanes & Lounge LLC 780 Cedar St Baldwin, WI 54002	Class "B" "Class B"
Jason Nilssen; Agent 2961 Cty Rd N Wilson, WI 54027	T&W Supermarket d/b/a Nilssens Foods 980 Cedar Street Baldwin, WI 54002	Class "A" "Class A"
Quinn Johnson; Agent 362 230th Street Baldwin, WI 54002	QS Enterprises, LLC d/b/a Phoenix Grill 2095 10th Ave Baldwin WI 54002	Class "B" "Class B"
Dara Fermanich 415 Garden Grove Ln Hammond, WI 54015	Baldwin Perk, LLC 860 Main St Baldwin, WI 54002	"Class C" Wine
Luis Ayohua-Cuaquetzale 11738 State Hwy 70 Grantsburg, WI 54740	La TriColor, LLC 805 Main St Baldwin, WI 54002	Class "A"
Davinder Singh 416 S Pine St Apt 10 Grantsburg, WI 54840	Mid America Stores LLC d/b/a Baldwin Travel Plaza 955 Energy Dr Baldwin, WI 54002	Class "A"

Vacating Railroad Crossing – At the request of the WI Office of the Commissioner of Railroads, discussion was had on vacating the railroad crossing at 11<sup>th</sup> Ave. Carlson/Boldt updated the board on the process to close the crossing which includes acquiring an estimate for road removal, adding a cul-de-sac, and putting up barriers. The railroad and WI DOT may offer incentives for voluntarily closing the crossing. Once a construction estimate is given to the railroad and commissioner’s office for review, a public hearing will follow. Newton **moved** that the village board would consider a possible closure. Seconded by Van Someren. Motion carried.

Reward approved for payment – Per prior village board action, a \$500 reward for information leading to the conviction of the parties responsible for damage done to village parks in 2021 was offered to the public. A juvenile came forward with information that led to the conviction of the party responsible for damage at Windmill Park and Heritage Park. No one has come forward with information about damage to Mill Pond Park. Chief Krueger suggested that a \$300 reward be offered as the party responsible for the damage at Mill Pond Park has yet to be found. Newton **moved** to reward the juvenile with \$500. Seconded by Van Someren. Motion carried.

Sponsorship program for new police officer – Chief Krueger and Administrator Carlson discussed the possible need to create guidelines for a sponsorship program for a potential of a new police officer which could be used in case of a pending vacancies in the department. Wernlund **moved** that program guidelines be created and be reviewed at a subsequent meeting. Seconded by Van Someren. Motion carried 6-1 with Newton opposed.

Water softener for EMS garage – Van Someren **moved** to approve renting a water softener for the EMS garage to alleviate the hard water stains on the ambulances. Seconded by Jurgens. Motion carried 6-1 with Newton opposed.

## **REPORTS -**

**Village Engineer** – Erik Henningsgard (SEH) – Written report was submitted. The new sewer plant project is 40% complete. A lift station master plan is being finalized.

**Street Engineer** – Mike Stoffel (Ayres) – The street project on 13<sup>th</sup> Ave. will begin on June 13.

## **Dept. Heads**

**Public Works** – Boldt reported that he is working on gathering estimated costs for expenditures in TID 7.

**Police Department** – Krueger reported 147 calls for May.

**EMS** – Written report submitted. There were 160 calls for service and 37 transfers in May 2022. The LUCAS devices have arrived.

**Library** – Magno reported that shelving has been re-arranged in the children's area (thank you to the Public Works crew for helping). The library is sponsoring a Wabasha Eagle Center presentation and the Botany Belles/Beaus plant give-a-way during Windmill Days. Summer programming has begun with a large number of children participating.

## **Administrator/Clerk-Treasurer's Report** – Tracy Carlson

A request for proposal (RFP) has been sent to architectural firms for design of a new EMS garage. Kraus-Anderson assisted with the mailing. They are due by June 16, 2022.

Carlson and Deputy Clerk Peterson will be attending the WMCA District meeting in Rice Lake on June 17. Topics covered will be alcohol licensing, election training and other meaningful training.

The Main St. Farmers Market opened on June 4. The Market will operate every Saturday through Oct. 8. This is the 10<sup>th</sup> season the market has been open.

The West Central Bio-Solids Facility held a meeting at The Phoenix on May 18. Gary Newton and Carlson attended. They are moving forward with their long-range improvement plan.

There were two vehicles that needed windshield repair after the hailstorm on May 19. The insurance adjuster inspected all the village buildings and rooftops. A report is forthcoming.

Carlson reminded the board members to check their email regularly for information on scheduling committee meetings.

Carlson/Van Damme updated the board on a request from John Doornink to purchase a utility easement on his property. This will be addressed at the July meeting.

Being no further business, the meeting adjourned at 8:13pm.

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Lance Van Damme  
Village President

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Tracy Carlson  
Administrator/Clerk-Treasurer