

**VILLAGE OF BALDWIN
REGULAR BOARD MEETING MINUTES
March 13, 2024 – 6:00pm**

The Village of Baldwin Board of Trustees held their regular board meeting on Wednesday, March 13th, 2024. President Lance Van Damme called the meeting to order at 6:00pm. The Pledge of Allegiance was recited by all present.

Deputy Clerk Jodi Peterson took roll call. Those present included: President Lance Van Damme, Trustees Kristine Forbes, Amy Jurgens, Doug Newton, Matt Knegendorf, Austin Van Someren and Chad Wernlund.

Others present: Public Works Director Brad Boldt, Police Chief Kevin Moore, Library Director Rita Magno, Baldwin EMS Chief Tom Boyer, Melissa Anderson, Carrie Krueger, Willy Zevenbergen, Billi Holldorf, Mike Findlay, Joe Mahoney, Bruce Carland, Mark Donkersgoed, Eric Quam, Angie Chandler, Dale Crowley, Shawn Kline, Eilidh Pederson, Street Engineer Mike Stoffel, Danielle Johnson, Allie Carroll, Sam McGrane, and Jason Schulte.

CONSENT AGENDA:

Newton **moved** and Jurgens seconded to approve the consent agenda items 4-9:

- Bills with checks #42563-51092
- Financial reports (including budget comparisons) for Feb 2024
- Minutes from Regular Village Board Meeting (Feb 14, 2024)
- Municipal Court report – February 2024
- Building Inspector report – February 2024
- Spring Cleanup Days April 26th 3:00pm-6:00pm & April 27th 8am-12pm.

REGULAR AGENDA:

Public Comments: Cemetery Sexton Willy Zevenbergen commented on a large gravestone that had tipped over in the cemetery. He stated 3-5 more look ready to fall too. These are more than 100-year-old stones with no family present to take care of them and are turning into a village issue. President Van Damme asked for this to be put on the April agenda to discuss further with the input of the Public Works Director.

Eric Quam of Kraus Anderson gave a budget update re the EMS facility. We still have some items coming in for payment, but our contingency fund looks healthy, and could potentially be used to pay for the paving of a short section of 12th Ave that remains as gravel. This will be added as an action item to the April agenda.

A Wold representative gave an update on the changing out of the exterior siding fix needed to be done on the new EMS building.

Approval of Application and Borrowing Resolution for loan from the Board of Commissioners of Public Lands in the amount of \$480,000 for up to 20 years for United Civic Center refrigeration repairs: President Van Damme read Resolution #2024-01 to the trustees. Newton

moved with Van Someren seconding, to approve the loan application and resolution. Roll Call was taken: all voted yes.

Newton **moved** with Van Someren seconding for the 2015 expired lease discussion. All approved, motion passed. Recommendations made to re-do this lease for a 5-year term, with reevaluation needed every 5 years until the term of the loan is finished. The new lease has a monthly payment of \$4000.00 made by the Hockey Association (\$537.09 above the loan payment amount to be saved for capital expenses). The \$4500.00 utility contribution payment made to the Hockey Association will be honored this year, as payment has been made and budgeted. New lease to remove this clause. The new refrigeration system will remain the property of the village but be maintained by the Hockey Association. The existing Landlord/Tenant contract terms will remain, with the village responsible for maintaining the building/parking lot/landscaping, HVAC and dehumidifying system. A new lease will be drafted for the April village board meeting.

Planning Commission Report/Action: Knegendorf **moved**, Jurgens seconded to approve the recommendation of the commission to approve the second drive through lane for Culver's. Motion carried.

Opus Development Co: VanSomeren **moved** to renew the agreement with Opus Development Co for an additional year, with an extra \$15000.00 earnest funds paid. Knegendorf seconded. Roll call was taken: Voting yes: Jurgens, Knegendorf, Newton, Van Someren. Voting no: Van Damme, Forbes, Wernlund. Motion carried.

Windmill Days: Forbes made a motion to give Windmill Days \$7000.00 from the tourism fund. Van Someren seconded. Motion passed. This is in addition to the \$6000.00 budgeted last fall for the Laser light show payment, also to come from tourism.

Jurgens **moved** and Newton seconded to approve the road closures, alcohol licenses, along with beer garden permit and public dance permits requested. Motion carried.

Planting of native plants and clean up around Municipal Building: Library Director Rita discussed a partnership program between the Botany Belles & Beaus and a local 4H group to clean up and plant native plants around the municipal building, along with the paving of concrete in the corner notch to the left of the front doors. Grant monies are being looked at for this, but Van Someren **moved** to cap the expenditure at \$5000.00. Newton seconded; motion passed.

SEH invoice payment: Forbes moved to approve invoice #461950 for \$11,972.56 for the ongoing work to the north of the existing sewer plant. Knegendorf seconded, motion passed.

Public Works upcoming projects: Regarding lowering the height of the road at 60th Ave/11th Ave: No Action was taken, as the Planning Commission makes no case for needing to. Discussion ensued regarding turning this area into a TID district. Ehlers will be dispatched with this task and a report will be made next month.

Windmill shingles replacement and Windmill Park restroom repairs: Public Works director Boldt stated a quote for \$28,000 was given by Larson Construction to shingle the Windmill (\$19,000), and the rest to be used on restroom repairs. Forbes **moved** to approve the request,

provided there are funds in the tourism account. Van Someren seconded the motion. Motion passes unanimously.

Billing for Main St. parking lot: \$44,887.25 to be paid with the excess snow/ice budget not used thus far this year. Van Someren **moved**, with Wernlund seconding. Motion carries.

Privacy fence between Forrest Elert and the parking lot (900 8th Ave): Public Works Director Boldt was requested to get fence quotes and a signed form from Elert's stating he would be willing to pay 50% of the project.

Pay Requests for Kraus-Anderson re EMS building: KA for \$3,013.65, and \$52,588.08 to subs. Van Someren made a motion to approve both invoices, with Jurgens seconding. Motion passed.

Village Engineer Erik Henningsgard submitted his report online. Report on Planning Commission, also update on WWTP improvements.

Committee Reports: Water/Sewer Committee met to discuss a resident's request, and to be updated on the water meter replacement program. Knegendorf moved to give a water billing break to a village resident for \$74.80 in water usage. Motion failed to gain a second. Newton **moved** to deny the request. Van Someren seconded. Roll call taken. Voting no: Van Damme, Jurgens, Knegendorf. Voting yes: Forbes, Newton, Van Someren, and Wernlund. Motion passes.

Update given on water meter replacement program with HydroCorp. Lots of letters sent initially off an unapproved list. Itemized billing will be scrutinized for this. Appointments made for the last 2 weeks in March have been made. Many residents still need to make their appointments for this phase of the replacement process.

Department Reports: Public Works – business was discussed earlier in the meeting.

Police- 532 calls to service, 135 cases, 22 arrests. Chief Moore gave the board, at the request of the President, a short report on the reported abduction of a child earlier this week. Chief stated, as was reported on the police department's facebook page, that his department responded to this incident and after investigation, was deemed there was no danger to the public. Chief Moore stated he was proud of his officers and their response was on point for this situation.

EMS-Had 135 calls in February, with 39 transfers. With Sacred Heart Hospital closing these transfers are taking longer as having to broaden the coverage area. The EMS is thinking of hosting an open house in May for other first responder departments and having an open house for the public in June, possibly corresponding with Windmill Days.

Library-The Friends of the Library have donated \$2500 to the library to spend on Windmill Days programming. Funds to be used for general adult programming. Rita touched on the plant project discussed earlier, and let the board know their large supply of covid tests were sent to many other libraries through their delivery system.

Administrator Report: None, as Interim is on vacation.

President VanDamme called for a recess at 7:43pm
Reconvened at 7:53pm

Chief Moore discussed the advent of an SRO (School Resource Officer) to the squad, and what would be the specific, short, and long terms goals he would like to see from this officer. It was discussed to send this to the Personnel Committee to discuss in more detail, along with finding budget dollars to cover the added expenses.

Chief Moore then discussed the security needs of the building, and most specifically the police department.

Van Someren moved to go to closed session, with Forbes seconding. Motion carried at 8:15pm. Board discussed the DNR building and its pros/cons to the Village.

Van Someren moved to reconvene to open session, with Knegendorf seconding. Motion carried at 8:55pm. Deputy Clerk Peterson gave the board an update on the status of the Village Office during this transition phase. The Administrator/Clerk position will be posted in 2 weeks, 1 week prior to the return of the Interim Administrator.

Meeting adjourned at 9:30pm.



X

Lance Van Damme
Village President



X

Jodi Peterson
Deputy Clerk, Village of Baldwin

