



BALDWIN CITY COUNCIL REGULAR MEETING

JANUARY 6TH, 2025

Present – Mayor Jay Swanson, City Council; Tom Rush, Alan Walker and Scott Case

Absent - Jeff Holm

Also Present – City Attorney: Bob Ruppe from Couri & Ruppe and Dan Licht: City Planner from The Planning Company (TPC)

Call to Order – The January 6th, 2025 regular meeting of the City of Baldwin was called to order by Mayor Jay Swanson at 7:00 p.m.

Pledge of Allegiance – All presented recited the Pledge of Allegiance

Prayer Request from Delmas Hines

Additions/Corrections to Agenda

Approval of Regular Meeting Agenda With/Without Additions/Corrections - Rush/Case unanimous to approve as amended.

December 2024 Final Treasurer's Report – Beginning balance of \$1,138,693.59, Receipts of \$794,103.41, Disbursements of \$843,852.05 leaving an unaudited balance of \$1,088,944.95.

Closing Period for 2024 – Beginning balance of \$1,088,944.95, Receipts none, Disbursements of \$63,170.64 leaving an unaudited balance of \$1,025,774.31.

January 2025 Preliminary Treasurer's Report – None to date. All disbursements for this meeting are in the closing period for 2024.

Sheriff's Report – Deputy Wilson reported 215 calls for the month of December 2024. These calls consisted of 1 burglary, which made the news, and one motor vehicle theft which an arrest was made. There were 5 motor vehicle accidents, 5 fire calls, 18 medicals and 45 traffic stops and 47 additional patrols. Mayor Swanson asked questions regarding the one burglary. Deputy Wilson stated three individuals went into the residence and carried a safe out of the house. Three arrests were made and one individual possibly fled back to Mexico. This burglary was reported right away, and it is suspected that the resident knew the individuals. The individuals that entered the house knew where to go in the house, where the safe was located and were in and out right away. A substantial amount of money was recovered but not the entire \$100,000. Deputy Wilson stated there is no safety concerns to the public.

Public Comment Requests:

- Chad and Teri Loudon – 14315 284 ½ Avenue, Zimmerman – Nuisance cats roaming on their property and all over the neighborhood. He has a neighbor that basically has a cat farm.
- Mary Larson – 29725 138th Circle, Baldwin – Mary is the Coordinator/Event Planner for FunFest. She came to tonight's meeting to discuss dates for 2025 Baldwin FunFest. Mary would like to combine FunFest and Baldwin Fire Department Open House. Rush indicated that the parking area is not big enough to hold FunFest at Young Park. Case recommends, after this year, combining FunFest during the Day and the Fire Department dance in the evening.

Approval of Consent Agenda – Case/Rush unanimous to approve. Case would like to send a letter to Mikel Lambrecht thanking him for his years of service at Baldwin Fire Department.

- Approve Claims List – Check numbers 28234 – 28263 for \$71,514.89 and 4 EFT Payments of \$4731.19 for a total of \$76,246.08.
- Approve Meeting Minutes of City Council Meeting/Road Workshop for December 16th and 17th, 2024
- Approve Resignation of Fire Fighter Mikel Lambrecht
- Discuss/Approve/Disapprove Clerk Attending Ehler's 2025 Minnesota Public Finance Seminar February 6th and 7th, 2025
- Discuss/Approve/Disapprove Public Works Department Attending MN Equipment Gov't/Commercial Day Thursday, January 9th, 2025

Kathleen Heaney Presentation: Prosecution Statistics for Sherburne County -

Kathleen Heaney is the County Attorney for Sherburne County. Kathleen requested to present the scope of service the Attorney's Office provides the City of Baldwin and the trends that she sees. Joining Kathleen was Dawn Nyhus who is also with the County Attorney's Office and is another contact at Kathleen's office. Dawn introduced herself and her roles with Sherburne County Attorney's Office. Kathleen explained that their office is on call 365 days a year, 7 days a week 24 hours a day. They also do training for law enforcement, appeals from cases, post convictions and provide legal notices so victims voices are heard. Kathleen went on to note many other services Sherburne County Attorney's Office handles. Two of the trends is an increase in jury trials and appeals. 226 traffic cases alone for Baldwin were handled by Sherburne County Attorney's Office in 2024. Case asked about training for observation and any additional training the Fire Department could receive from Sherburne County Attorney's Office. Dawn Nyhus communicated there maybe training for arson cases and could be resources there. Dawn will look into resources for Baldwin Fire Department. Bob Ruppe stated that Kathleen's office is extremely easy to work with and most competent. Swanson thanked Kathleen and her office for doing prosecution for the City of Baldwin.

Fire Department Report: Brian Torborg reported 349 calls for 2024, the prior year was 255. There were 235 medicals, 3 vehicle fires, 25 structure fires, 10 hazardous conditions, 22 alarms, 18 rescue/citizen assist, 11 mutual aids, 5 grass fires, 22 alarms and 94 calls for Blue Hill.

Discuss Knox Box Program for Commercial and Residential Use – The Knox box program is a key access for high security lock for trusted Fire Department use only. Christ Our Light Church will be purchasing this for their building. These are available to purchase on our website for both commercial and residential properties. Baldwin's fire code states that all future commercial buildings will have to have a Knox box. Swanson wants this advertised and Case stated it is on our website.

Discuss Fire Department Dance – Lance Soderholm presented a handout to the City Council of suggestions for a fire dance. Swanson stated that he is in favor of this event. They would also like to do a 50/50 raffle along with banners and yard signs. The date that is picked out is August 16th 2025. Soderholm is asking for front money from the city of Baldwin of \$7500.00. **Walker/Rush unanimous to approve temporary loan, Case abstained.**

Discuss/Approve/Disapprove Resolution 25-01 for \$379.00 Donation to Baldwin Fire Department from Princeton Area Chamber of Commerce. Rush/Case unanimous to approve.

Cal Watson – 13737 283rd Avenue, Zimmerman.

Mike Brinwill, a former Baldwin Fire Fighter, came down with ALS. Cal is requesting publication for a cribbage tournament that will be held February 16th 2025 from 12:00 p.m. - 4:00 p.m. at Zimmerman Community Center/Fire Station. City Hall Staff will put this on Baldwin's website, Facebook page and make a sign for the City Hall.

Discuss Fire Truck – There is a 1991 Pierce Fire Truck for sale. Case will be going to Chippawa Falls to look at this vehicle. This is a ladder truck that the Fire Department does not have. At a minimum, this truck could be used for training and at the most could be used to drop water on a big house. Case said the problem is we don't have the space to store this vehicle. Case stated for \$10,000, this vehicle would be a great benefit for training. Case asked for a member of the audience's input, Bruce West. West agrees with the Chief that it would be great for training. West stated that the ladder should be checked to see if it's been re-certified.

Discuss/Approve/Disapprove Ordinance 2025-01 Fee Schedule - Rush/Case unanimous to approve.

Planning Items:

Discuss/Approve/Disapprove 136th Street Road Agreement – This is a road usage agreement for a corporation that wants to use 136th street. Any damage to the road is the corporation's responsibility. City Attorney, Ruppe, indicated this agreement should

be recorded. Bryan Lawrence was at the meeting to represent the residents on 136th street. Lawrence stated that the exits and entrances should be directed to the north of 136th street and not use 136th Street at all. Lawrence said that 136th street is very residential and shouldn't be used for commercial use. Ruppe to add this language to the agreement. Licht asked if this went through the Princeton City Council and Swanson stated not yet. Licht indicated that the City of Princeton should have signs and conditions to direct traffic to the north. **Case/Walker unanimous to table** until the January 27th City Council meeting. The agreement will be updated by our City Attorney to include the corporation using the entrance to the north only.

Discuss Commercial Septic Permits, Andy Schreder at Rum River

Consultants – Andy from Rum River Consultants discussed the commercial septic system and also provided some Q&A handouts.

Discuss Maintenance/Pumping Permits, Andy Schreder at Rum River

Consultants – Andy from RRC discussed maintenance/pumping permits. This is a tracking system that a property has been serviced every 3 years for septic pumping and maintenance. Case asked what happens if property owner doesn't comply. Andy stated that this is for tracking purposes only and an education/informative tool for the community. There is no enforcement done if the maintenance/pumping of septic's is not done.

Park Committee Report – Rush communicated that the next Park Committee meeting is Thursday, January 16th, 2025 at 7:00 p.m.

Cemetery Update - None

Tabled Items:

Discuss/Approve/Disapprove Rum River Consultants RRC doing Commercial

Plumbing Plan Reviews – Andy from RRC handed out a timeline for the plumbing plan reviews. This would transfer from the State level to the City of Baldwin for reviews on commercial plumbing. **Rush/Case unanimous to approve** City Staff moving forward with the timeline provided by RRC for commercial plumbing plan reviews.

Rush/Case unanimous to table commercial plumbing plan reviews completed by RRC until the February 3rd, 2025 City Council meeting.

New Business:

Discuss/Approve/Disapprove Pay Equity Report Prior to Submission – Case/Rush unanimous to approve Clerk submitting report to Minnesota Management and Budget.

Discuss Cannabis Joint Powers Agreement – Right now this agreement states that there can be 9 registrations County wide. Ruppe is asking the City Council if they want to adopt the Counties registration or if we want to do our own registration ordinance.

Ruppe recommends that he brings a draft cannabis retail registration ordinance back to the January 27th City Council meeting.

Rush/Walker unanimous to approve Ruppe creating draft ordinance for January 27th City Council meeting.

Schedule Clean-Up Day and Approve/Disapprove Vendor – Rush asked if the city wants to use Jim's Mille Lacs Disposal again. He also gave dates of April 26th, May 3rd, May 10th or May 17th for 2025.

Rush/Case unanimous to table until the January 27th City Council meeting. Rush to confirm dates with Jim's Mille Lacs Disposal.

Schedule Board of Audit – Swanson/Rush unanimous to approve board of audit for the January 27th City Council meeting.

Discuss Yearly Goals for 2025 – Rush/Case unanimous to table until the January 27th City Council meeting.

Discuss Animal Control for the City of Baldwin – City Attorney to review contract from Tri-County Humane Society. Walker and Licht will reach out to a resident to see if they would be interested in being Animal Control for the City of Baldwin.

Discuss/Approve/Disapprove January 2025 Newsletter – Case/Swanson unanimous to approve contingent on Rush reviewing.

Discuss Mailboxes – City Attorney stated that if a plow truck directly hits the mailbox, most cities and townships pay \$50.00 to replace the mailbox. When roads are reconstructed, swing-a-way mailbox posts are used. Public Works Supervisor to do additional training with the snowplow drivers. The City Attorney to draft a mailbox ordinance and bring it back to the January 27th 2025 City Council meeting.

Discuss/Approve/Disapprove Midco Proposal – Rush/Case unanimous to approve. This is a 3-year contract for approximately \$540.00 a month for phone and internet for the City Hall and Fire Department.

Discuss 4-Year Term for Mayor –

This agenda item should not be under Tom Rush, City Attorney Bob Ruppe to discuss. Ruppe discussed that after the Mayor term of office is over, the mayor term can go from a two-year term to a four-year term. **Case/Walker unanimous to approve.** Rush stated that this change shouldn't be made at this time. This change will be made after the current Mayor's term is up December 31st, 2026. **Rush disapproved, motion carried.**

Discuss/Approve/Disapprove 2024 Noxious Weed Control Report – Walker/Case unanimous to approve.

Discuss/Approve/Disapprove Abatement Agreement for PID# 01-00409-0325 – Rush/Walker unanimous to approve.

Discuss/Approve/Disapprove Ordering of Micro C for Frontier Trails SSD – Case/Rush unanimous to approve. This expenditure is around \$2300.00-\$2400.00.

Discuss Board Vacancy for Region 7W Transportation Policy Board – Swanson to volunteer for this position. Walker will also attend these board meetings with Swanson.

Discuss Networked Geothermal Energy Proposal from CenterPoint Energy – City Council is interested but needs additional information on what location they want this installed at. The Clerk to email contact at CenterPoint Energy and ask if they can attend a future City Council meeting.

Announcements:

- a. Special Planning Commission Meeting, Wednesday, January 15th, 2025 at 7:00 p.m.
- b. Park Committee Meeting, Thursday, January 16th, 2025 at 7:00 p.m.
- c. Town Hall Closed Monday, January 20th, 2025 in Observance of Martin Luther King Day
- d. Planning Commission Meeting, Wednesday, January 22nd, 2025 at 7:00 p.m. – Meeting cancelled January 3rd by Planner Dan Licht, no agenda items.
- e. Next Baldwin City Council Meeting, Monday, January 27th, 2025 at 7:00 p.m.
- f. Local Board of Appeal and Equalization Tuesday, April 8th, 2025 at 3:00 p.m
- g. Safety Committee Meeting January 16th, 2025 at 10:00 a.m.

Any Other Business:

The Clerk communicated to the City Council about the new chart of accounts more geared for a City.

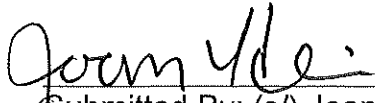
The Clerk discussed overtime and asked if the Clerk and Deputy Clerk have meetings, should we be approved with overtime along with Public Works.

OT to be at the employees' and City Council discretion based on workload. If the employee wants to leave early, they have approval. If there is enough work, they can do overtime. This will be put in the Employee Handbook.

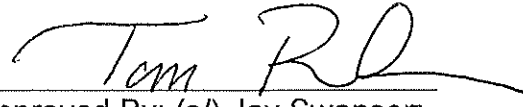
Rush approved \$863.00 and \$1500.00 for OSHA items to be purchased last week.

A Resident had an error on their tax assessment. Ruppe to check to see if the city can make any changes after the fact.

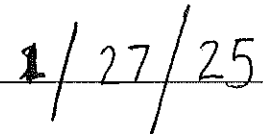
Adjourn - Rush/Case unanimous to adjourn at 10:00 p.m.



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



Approved By: (s/) ~~Jay Swanson~~
Acting Mayor Tom Rush
City of Baldwin


Date

Attendees: Delmas Hines, Chad & Terri Loudon, Kathleen Heaney; Sherburne County Attorney, Dawn Nyhus; Sherburne County Attorney, Mary Larson, Kevin Hiller, Bruce West, Andy Schreder with Rum River Consultants, Kelli Duerr with Rum River Consultants.

Baldwin Fire Department - Brian Torborg, Mike Anderson, Alyssa Julik, Lance & Amy Soderholm and Cal Watson