



**SPECIAL PLANNING COMMISSION MEETING MINUTES
FEBRUARY 19, 2025**

Call to Order: Chair Clarence Mattson called the Baldwin Special Planning Commission meeting to order at 7:00 pm.

Pledge of Allegiance: All present recited the Pledge of Allegiance.

Roll Call: Present: Chair Clarence Mattson, Vice Chair Sherry Newman, Commissioners Patti Miller, Joy Johnson, Calvin Schmock and Richard Marshall.

Absent: William McGowan

Also present: City Planner, Dan Licht, and City Council Liaison, Jay Swanson.

All claim forms were filled out and returned to the Deputy Clerk.

Approval of the Agenda:

Commissioner Marshall motioned to approve the agenda as written. Commissioner Schmock seconded. All in favor. Motion carried.

Approval of the Minutes:

Special Planning Commission meeting of January 15, 2025

Commissioner Miller motioned to approve the minutes as written. Commissioner Newman seconded. All in favor. Motion carried.

New Business:

Discuss Planning Commission Bylaws

The commissioners discussed updating the Planning Commission Bylaws now that Baldwin has become a City. The discussion included changing the letter head, anything that states "town" to "city", terms/vacancies, excused/unexcused absences, quorum/majority votes, and public hearings.

Commissioner Marshall made a motion to vote for the Election of Officers at the first scheduled Planning Commission meeting of the year. Commissioner Johnson seconded. All in favor. Motion carried.

The Election of Officers will be on the agenda for the first calendar meeting of the year, regardless of whether it is a special meeting or a regular Planning Commission meeting.

Old Business: None

Comprehensive Plan Update:

City Planner Licht requested a motion to be made to table the update of the comprehensive plan until the February 26, 2025 Planning Commission meeting.

Commissioner Schmock made a motion to table the update of the comprehensive plan until the February 26, 2025 Planning Commission meeting. Commissioner Miller seconded. All in favor. Motion carried.

City Council Liaison Update:

Mayor Swanson updated the Planning Commission on recent City Council actions.

Commissioner Update:

Commissioner Marshall noted that the Planning Commission has a lot of work to do and there should not be any cancellation of meetings moving forward.

Commissioner Schmock agreed with Commissioner Marshall and stated that becoming a city has brought more discussion for the Planning Commission.

City Staff Update:

City Planner Licht noted the Planning Commission will discuss the comprehensive plan on February 26, 2025.

Miscellaneous Information and Communications: None.

Adjourn:

Commissioner Marshall motioned to adjourn the February 19, 2025 Planning Commission meeting at 8:59 pm. Commissioner Schmock seconded. All in favor. Motion carried.

Respectfully submitted:

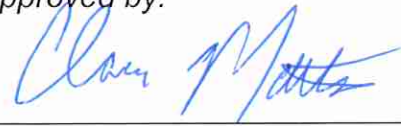


Kayla Nielsen
Deputy Clerk

4/16/25

Date

Approved by:



Clarence Mattson
Chair

Attendees: None.