



BALDWIN CITY COUNCIL SPECIAL MEETING

MAY 13TH, 2025

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

Absent - Jeff Holm

Also Present – Blue Hill Town Board; James Artmann, Edward Evens and Mike King, City Attorney; Mike Couri and Mark Allseits from Couri & Ruppe, Blue Hill Treasurer Francine Larson

Call to Order – The March 13th, 2025 special meeting of the City of Baldwin was called to order by Mayor Jay Swanson at 7:00 p.m.

Pledge of Allegiance – All present recited the Pledge of Allegiance

Discussion with Blue Hill Town Board on Fire Contract – Fire Chief, Scott Case, stated that it has been a year and 5 months since Baldwin has started fire service for Blue Hill Township. Case is looking for feedback on the service that Blue Hill is receiving from Baldwin Fire Department. Case asked if Blue Hill's service needs are being met now and any changes needed in the future. Jim Artmann said Blue Hill is getting more bang for their buck. Jim said he would like to review medical calls because the calls are up some. Case said it depends on how dispatch gets the calls and interprets them. Case said they told dispatch to give them all calls except mental health calls. Case said a record search could be done due to the number of medical calls for Blue Hill. Artmann communicated that Princeton had fewer medical calls in the past. Case stated that with the increase in population, this would increase. Case stated that the medical calls in Baldwin have also been increasing. Mayor Swanson communicated there was a trial period for fewer medicals calls being changed to major medical. This trial period did not work out, so Baldwin went back to full medicals. Edward Evans stated that the formula will show changes in the future if applicable. Edward Evans said he has only heard good things about Baldwin supplying fire services and medicals to Blue Hill Township. Case reviewed the Blue Hill formulas based on the number of calls, population and taxable market value. Case communicated that Baldwin no longer has a capital fire fund. The payment based on this formula will be \$50,000.00 for 2026. Rush questioned if it previously was \$55,000.00. Case indicated that was correct based on the formula. Case stated that call volumes dictate the charge. Couri stated that this is based on the previous year's information. The formula on the contract has a \$5000.00 reduction in the fire contract. Jim Artmann stated that they do not want the payment to drop due to many factors. Edward Evans stated that they do not want to pay for equipment and the current formula is simple and understandable. Case indicated that equipment is paid by Blue Hill but not apparatus. Mayor Swanson communicated that the \$5000.00 could be considered a donation. Rush questioned Case about increasing of the wages of the fire fighters and the increase in the number of fire fighters. Case indicated \$15,000 is the approximate wages and the rest is equipment and wear and tear on vehicles, etc. Mayor Swanson communicated that an annual meeting between the City of Baldwin and

Blue Hill Town Board would still be done annually Case suggested keeping the formula as is and is asking for Blue Hill to ask for the additional \$5000.00 at the Townships annual meeting. Case communicated that the City of Baldwin has an Infrastructure Committee in session and the contract states on page 3 that if Baldwin intends on constructing a new Fire Hall, it shall notify Blue Hill of this fact at least one year before a contract is signed. Jim Artmann communicated that this clause in the contract stays. Mayor Swanson communicated that if Baldwin built a new fire hall, it would not change any of the rates for Blue Hill Township. City Attorney, Mike Couri, stated that the prior year costs will be used.

Mike Couri made a correction to have the taxable market value changed to 2025 for the year 2026. The population will be determined based on the numbers received from Sherburne County in January of each year. Mike Couri communicated that the joint meeting should be held each year in the first week of February. This would start in February 2026 to calculate 2027 numbers. In February of 2026, the 2025 call/run numbers will be used, population for 2025 and taxable market value for 2026. The contract price for 2026 will be \$50,000.00. The contract will be approved by the Blue Hill Town Board and Baldwin City Council at their next Township/City Council meeting. For the City of Baldwin, this will be tentatively on June 9th, 2025 City Council meeting.

Discuss/Approve/Disapprove Revised Blue Hill Fire Contract for 2026 – This is for discussion only at this time.

Adjourn – Blue Hill Town Board: Artmann/Evans unanimous to adjourn Blue Hill Town Board meeting at 7:57 p.m.

Rush/Walker unanimous to recess Special City Council meeting for 5 minutes.

Rush/Walker unanimous to reconvene the Special City Council meeting at 8:02 p.m.

Discuss Employee Handbook – Summary of proposed changes to Baldwin Employee Handbook:

In the entire handbook; change Township to City.

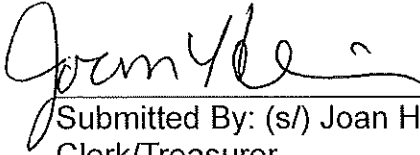
Core hours: 8:00 a.m. to 4:30 p.m. Monday through Thursday, Friday is 8:00 a.m. to Noon. City Staff begins work at 7:00 a.m. but the City Hall/Public Works Department officially opens at 8:00 a.m. Public Works will continue to follow a schedule set by their supervisors; at Council discretion. Direct deposit information was updated in the employee handbook and a new section created for the Veterans Preference Act. New language was added to clarify layoffs along with updates on Minnesota's minimum wage laws.

Mike Couri left the meeting at 8:11 p.m.

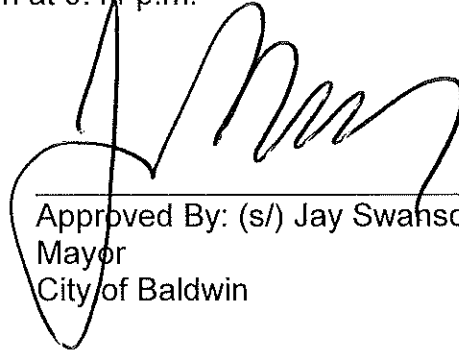
Juneteenth was added as an official state holiday along with adding Columbus Day and the day after Thanksgiving. PTO was eliminated and vacation leave was updated. There were also some updates on ESST compliance and language. Funeral leave is now considered ESST time. The implementation of Paid Family and Medical Leave that will

be implemented in 2026 had added language. Travel and meal allowance was updated along with the policy on a drug-free workplace. There was an addition to remote work and cannabis use summary. Full employee handbook is on file in the Clerk's office.

Adjourn - Rush/Case unanimous to adjourn at 9:44 p.m.



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



Approved By: (s/) Jay Swanson
Mayor
City of Baldwin

6-23-2025
Date

Attendees: Sherburne County Commissioner; Brad Schumacher.