



## INFRASTRUCTURE COMMITTEE MEETING

NOVEMBER 20TH, 2025

**Chair to Call to Order** – The November 20<sup>th</sup>, 2025 Infrastructure Committee Meeting was called to order by Chair, Cartrell Cooper at 7:00 p.m.

**Pledge of Allegiance** – All present recited the Pledge of Allegiance.

**Roll Call** – Present: Baldwin City Planner; Dan Licht, Chair; Cartrell Cooper, City Council Liaison Alan Walker and Jeff Holm, Committee Members: Teresa Barnes, Chad Miller, Brian Torborg, Richard Marshall, Diane Bohn, Andy Schreder, Mike Rademacher, Parish Barten, Amy Korkemeier and Bruce West

**Absent** – Tom Walter and Jacqueline Faddler  
Jeff Holm arrived at 7:11 p.m.

**Claim forms** – All claim forms were filled out and returned to the Clerk.

**Approval of the Agenda** – Barnes/Miller unanimous to approve agenda as presented.

**Approval of Minutes** – Barnes/Marshall unanimous to approve July 24, 2025 meeting minutes.

### **Committee Business:**

**Review updated building plans and cost estimates** – Licht discussed the building plans received from Brunton Architect's including adding a second floor. The design includes space needed for future use as the city grows. These building plans are similar to the facility in Saint Francis that the committee toured back in June. Brunton updated each line so that the committee would know the exact costs for the City Hall and Fire Department. The estimated quote includes construction, furnishings, equipment and a contingency fee. Rademacher asked if this was an actual bid and if Brunton is the contractor. Licht stated Brunton is the architect. A project manager would be assigned to the project if approved in the future. Licht went on to say that this is just an estimate and that the City would still have to go out for bids. Barnes asked if this was site and building costs and Licht indicated it is both costs. Korkemeier asked if the land is owned by the city and Licht said it was. The city used funds allocated during covid to purchase the property on County Road 9 and 45. Korkemeier asked what the 20% contingency fee was. Licht stated this is for any changes made to the project. The \$265,459 is furniture and fixtures. Licht went on to say that the key information would be the tax impact to the residents. If the city bonds for \$14,725,000.00, the information shows the impact to the taxpayers. (This information can be found at [baldwinmn.gov](http://baldwinmn.gov) under Agenda and Minutes.) Barnes asked if this was per year and Licht stated it was. Marshall asked if this was city

tax only and Licht stated it was based on a 20-year estimate. Licht communicated that the city is also working on grants. Licht went on to say that cities bond for projects so that they are not taxing residents that won't benefit from the facility, plus costs increase each year and interest varies. Korkemeier asked if this would need voter approval. Licht stated there are times when it does need to be voted on but that it is up to the City Council to decide. Licht stated the next phase would be for an open house.

Cooper asked if there were any numbers to remodel or repair the existing facilities and Licht said this is being worked on. Brunton provided an estimate for the Public Works building, which would be 10.2 million. The project could be done in phases by keeping Public Works at the current facility and adding Public Works to the new facility in the future. Holm stated his yearly goals has been to remodel the existing building but thought forming a committee would be good research. Radamacher asked if there were plans drawn up to remodel. Holm stated that he has a plan but wants the committee members to make their own recommendations. Holm stated that if the costs are too substantial at the current location that other options should be looked at. Cooper stated the committee would like to have costs for both a new facility and the repair of the current facilities. Licht stated that there is a report from the building official for the basic upgrades to bring the current facility up to code. Schreder said the costs are hard to quantify because the needed space isn't known at this time. West stated that the numbers the committee needs is for bringing the existing buildings up to code. The committee is not looking to add additions to the current facilities yet. Miller asked if the City Council would do a Municipal Liquor Store Feasibility Study so other revenue could be generated by the city. Cooper stated that questions should be asked to the City of Isanti because this would give an idea of why they got out of having a Municipal Liquor Store. Holm stated that 10 months ago Liquor sales were down in Princeton due to THC and edibles. Holm stated that the City Council disapproved doing a Municipal Liquor Store Feasibility study at the November 17th, 2025 City Council meeting. Swanson stated that RFPs were received and the quotes were \$36,000 for a 10-week feasibility study. Swanson stated that THC would be included in the feasibility study. This study would tell the City Council if the city should or should not build a Municipal Liquor Store. Princeton received \$900,000 last year that went right back into the general fund. Marshall stated that there is enough liquor stores around the area. Barten discussed that the grocery stores have discussed selling liquor in the future.

Cooper requested to return to the agenda. Radamacher asked if the proposed tax amount would go down as higher priced housing came into Baldwin. Swanson stated that the payoff would not be sooner, but the scale would go down. Korkemeier asked if there was any rental space for the general public in the new facility. Holm stated that it would be in the council chambers which would have a room divider. Barnes stated that the plans have the elevator and stairs moved and that the kitchen also moved from the Council Chambers. Case stated he is not sure why they moved the kitchen but maybe because of the location of the stairs and elevator. Barnes stated there are minor changes that could be made. Radamacher asked if the plans included leaving Public Works here and Swanson stated that Public Works would still be at the current location and would utilize the fire department building. Radamacher asked if the Fire Department would need to be

brought up to code for Public Works and Swanson stated that the costs would be minimal. Cooper asked if all the public works trucks would fit at the Fire Department and Case stated it would and the trucks could be raised to work on. There is ample room for fixing lawn mowers and minor repairs including washing equipment. Cooper asked what space was available at the Fire Department because safety is a factor and Swanson stated that there is more room at the Fire Department than Public Works currently has.

Korkemeier asked what the plan would be for the current city hall building if the city decided to build and Swanson stated that there have been some inquiries about selling the current building. Swanson also discussed the easement for the cell tower behind the Fire Department. Korkemeier asked how many acres the current facility has and Swanson stated 8 acres. Korkemeier asked if an appraisal could be done. The City could check with the city's current assessor for an appraisal stated Swanson.

Marshall asked Case how many vehicles were at the Fire Department and Case stated 9 vehicles, a trailer and one vehicle currently sits outside. Case discussed that the Fire Department has training inside the building and vehicles need to be moved outside to train. Case said that there are a lot of training limitations in the winter months. Marshall asked about the number of calls and Case stated that the Fire Department is currently at 400 calls for 2025. Marshall asked about the number of fires and Case stated that there was about 25 fires for the year. Case said this could possibly increase to 30-40 fires in the next year or so. Marshall asked if the number of fire fighters will be increased and Case stated that he doesn't think he will currently need more fire fighters. Holm stated that Milo Township in Mille Lacs County built a city hall pole building recently. Holm stated that the city could get figures from this Township. Barten asked Case if the location of training could be moved in the proposed design and Case stated this could be a possibility. Barten stated that he only sees two offices, but Case stated there are 6 cubicles. Torborg asked about the open space on the second floor and how this area would be used. Barnes stated that building the floors and walls now would be efficient and gives more options for later. Infrastructure costs will be cheaper right now stated Barnes. Barten stated that Saint Francis went from 5 bays to 4. Barten asked if North Memorial would need a space and Case stated perhaps in the future. Holm stated that space for apparatus could change in the future if a substation was built. Case would like a fire station on each side of the highway in the future. The substation could just be a simple building. Case stated that getting across highway 169 is dangerous and difficult for the fire department. Barten stated that two bays could be moved to the east side of highway 169.

West thanked Licht for all the information that the committee received. West stated that tax rates would be increased by 52%. West also said that the Fire Department definitely needs a new fire station. West believes that the current station, that was built in 2001, is outgrown. West stated that there are going to be some hard decisions that need to be made. Radamacher asked West if a fire district should be looked at to save taxpayers money. West said shared services, due to the price of apparatus, could be looked at in the future. West stated that the numbers are too high, and other concepts should be looked at. Case said that fire districts are a good option but they're political and

agreements must be made. Radamacher asked if there are advisory boards and Case stated there are, but decisions are needed by the governing body.

Torborg stated that the City Council requested the infrastructure committee to look into fixing the current location or building a new building. They did not task the infrastructure committee with design or size of the building. Cooper said that is correct but getting the details on how the money is best spent is part of that task given to the committee. This would be the educational information for the proposal to present to City Council. Torborg stated the committee should be tasked with lowering the costs and Cooper stated that the committee would give recommendations on lowering the costs. Marshall stated that a new building has been discussed and not an alternative. Licht stated that the financials for remodel would be available at the December 18th, 2025 meeting. Marshall stated that the information is needed for alternatives instead of building a new city hall and fire department. Cooper stated that the committee is not tasked to make an educated decision, they are tasked to look at all information and give an advisory opinion to the City Council as residents of the city.

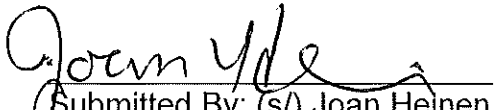
Holm stated that 52% is the increase of the city tax only. Korkemeier asked what the average taxpayer is willing to pay and to look at past history. Holm asked Swanson about increasing the bond beyond 20 years and Swanson stated the city could extend it to 30 years. Holm stated that commercial growth could happen in the years to come. Holm asked Swanson to discuss the commercial business on 125th Street. Swanson shared what businesses the community could see in the future. Barnes stated that an increase in taxes is hard, but commercial businesses look at how a city invests in themselves. Barten stated that there is an increase in commercial property in Saint Francis after building a new city hall. Barten suggested an open house to do a presentation to the residents. This lets the residents tell the Council what is needed. Barten stated it took approximately 13 years total for planning and the construction of the buildings in Saint Francis. Holm stated that the committee members are gathering information and would like the committee members at the open house. Holm stated that it is cheaper to build now but maybe waiting is better to increase the tax base. Bohn asked how the open house gets scheduled and Cooper stated that the City Council would schedule the open house. Bohn questioned how many residents would come to the open house. Holm said that the Incorporation hearing had a great turnout and the initiative foundation had 300 participants. Swanson discussed that the Township annual meeting had approximately 35 residents attending and the Incorporation Hearing had thousands of people. Radamacher stated that the Infrastructure Committee needs to look at how it is going to affect all residents. Swanson stated that last year, the increase in new homes was 47. Korkemeier stated that it needs to be presented as value added to the residents. Bohn asked if a town could survive that is mostly residential and Parish stated it could and that Saint Francis is mostly residential.

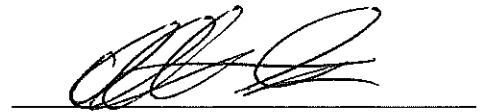
Radamacher asked what will be brought to the next Infrastructure Committee meeting. Licht stated existing building costs from the building official list, splitting city hall from the Fire Department, extending the bond to 30 years, Milo Township building information, tax rate comparison from surrounding areas and working with Public Works on costs.

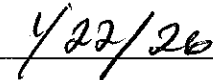
**Schedule Next Meeting** – Thursday, December 18, 2025 at 7:00 p.m.

**Miscellaneous Information and Communications** – None

**Adjourn** – Schreder/Miller unanimous to adjourn at 8:46 p.m.

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

  
Approved By: (s/) Cartrell Cooper  
Chair  
City of Baldwin

  
Date

Attendees: Mayor Jay Swanson and Fire Chief Scott Case