



BALDWIN CITY COUNCIL REGULAR MEETING

DECEMBER 1ST, 2025

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

Also Present – Baldwin City Finance Consultant; Elizabeth Diaz from Ehler's and City Planning & Zoning Administrator; Dan Licht from The Planning Company (TPC)

Call to Order – The December 1st, 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 present recited the Pledge of Allegiance

Prayer Request from Delmas Hines

Additions/Corrections to Agenda

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

December 2025 Preliminary Treasurer's Report – The Clerk/Treasurer reported a beginning balance of \$404,991.91, no receipts yet for the month of December, disbursements of \$160,873.54 leaving an unaudited ending balance of \$244,118.37.

Sheriff's Report – Deputy Wilson reported a total of 236 calls for service in the City of Baldwin for November 2025. There were no burglaries or thefts. These calls consisted of 19 medicals, 63 traffic stops, 10 motor vehicle accidents, 11 welfare checks, 14 civil complaints in nature and 8 traffic complaints. The traffic complaints resulted in leads to the Sheriff's Department due to license plate numbers being reported. There were 4 extra patrols performed for the public. Deputy Wilson communicated that the City Attorney and County Attorney are still working on ordinance actions. Swanson questioned the civil complaints and asked if there were any similar in nature. Deputy Wilson stated this is typically two parties that entered into an agreement and there was a disagreement. These civil complaints need to be heard by a Judge in order for proper ruling or course of action to be completed.

Holm questioned sign damage and Deputy Wilson stated that they have received leads and are working on this.

Fire Department Report – Captain Miller reported a total of 34 calls for service for the month of November 2025. These calls consisted of 28 medicals, 1 structure fire, 2 mutual aids fires, 2 grass/rubbish fires and 1 CO alarm. There were 4 calls for service in Blue Hill Township in the month of November.

Rush asked how many calls the Fire Department has had this year and Case stated there have been 370 calls to date for 2025.

Discuss/Approve/Disapprove Leave of Absence (LOA) for Kevin Wessel – Rush/Walker unanimous to approve LOA for Kevin Wessel.

7:30 Truth-in-Taxation Presentation – 2026 Property Tax Levy: Presented by Elizabeth Diaz with Ehlers. Full presentation on file in the Clerk's office and posted on Baldwin's website under Agenda and Minutes.

Public Comments-Truth-in-Taxation:

This public hearing provides Baldwin Resident's an opportunity to comment and ask questions about the City's budget and related levy. At times, this hearing gets confused with the Board of Equalization Hearing that is typically scheduled in the spring whereby the City hosts a public hearing on property values. Any comments regarding property values will be deferred to the Board of Equalization Hearing in the spring.

Brian Torborg- 29522 131st Street- Brian Torborg questioned what the median house values in the City of Baldwin. Elizabeth from Ehlers stated that for 2025 it was \$396,400 and for 2026 it is \$404,300.

Case/Rush unanimous to approve closing the Truth-in-Taxation hearing at 7:43 p.m.

Public Comment Requests - None

Approval of Consent – Case/Walker unanimous to approve consent agenda.

- Approve Finlayson Administrative Subd. and IUP Escrow Refund of \$72.00
- Approve Special City Council Meeting Minutes for November 10th, 2025 and November 12th, 2025
- Approve City Council Meeting Minutes for November 17th, 2025
- Approve \$400.00 Expenditure for Energy Audit for Fire Station and City Hall Buildings

Public Hearing: 7:30 or Soon After as Time Permits – Ruff Start Rescue

Seeing no comments, questions or concerns, **Rush/Case unanimous to approve** closing the public hearing at 8:06 p.m.

Planning Items:

Discuss/Approve/Disapprove Resolution 25-30; Vacation of Drainage and Utility Easement for Ruff Start Rescue, Inc. - Full planning report on file in the Clerk's office and posted on Baldwin's website under Agendas and Minutes.

Holm/Rush unanimous to approve resolution 25-30.

Discuss Code Enforcements – Rush/Walker unanimous to approve sending below correspondences.

Step 1 Letter:

- 31220 127th St. re: Dogs at large, junk/debris

Administrative Notices:

- 13399 279th Ave. re: occupancy of an accessory building
- 31611 127th St. re: outdoor storage/junk/debris
- 30840 141st St. re: shipping container
- 9604 285 1/2 Ave. re: construction debris, unlicensed vehicle
- 9746 300th Ave. re: home business, RV/semi-tractor as dwelling, residential parking

Dogs at Large:

- 13938 302nd Ave.
- 12748 316th Ave.

Park Committee Report – Rush stated that the Park Committee did not meet in November. The concrete slabs at Young Park were poured for installation of additional light poles at Young Park and we are waiting on the light fixtures.

Cemetery Update – Rush said the cemetery fence has been removed by the guard rail at the cemetery. This will help residents see down County Road 19 at the intersection.

Tabled Items – None

New Business:

Discuss/Approve/Disapprove Resolution 25-35; LRIP Grant Agreement for 100th Street and 297th Avenue – Rush/Case unanimous to approve resolution 25-35.

Discuss/Approve/Disapprove Resolution 25-36; LRIP Grant Agreement for 303rd Avenue – Rush/Walker unanimous to approve Resolution 25-36

Discuss New York Truck – Walker stated the turbo needs to be looked at in the New York truck. **Walker/Case unanimous to approve** traveling mechanic looking at the New York Truck at City Hall.

Discuss Policy to Dis-allow Council Meetings without Quorum – Holm stated that a couple of Council Members have met with vendors or contractors which should have had a quorum. An example of this is the meeting the Mayor and Council Member, Case, had with the Engineers. Holm stated there should have been 3 members of the Council at this meeting. Walker stated he would have liked to have attended the Engineering meeting. Holm and Rush stated that meetings should be in the evening so all Council members can attend. Swanson stated meetings are scheduled in the evenings for transparency. Case stated some vendors do not have availability to meet in the evenings. Holm would like a clear policy written so future meetings are clear and

defined. Swanson asked Holm to work on a policy and Holm stated this is for discussion only at this time.

Discuss/Approve/Disapprove all Staff Tracking Time with Outlook Calendar –

Public Works has been using outlook calendar for some time and Holm recommends, for budgeting purposes, outlook calendar be used by all internal staff. Rush stated that outlook calendar is currently used in Public Works along with a monthly road report.

Holm made a motion for all internal departments to start using outlook calendar to track time. **Rush seconded the motion. A friendly was given by Swanson** to have Fire Department Management use outlook calendar to track time. **Holm and Rush took this as a friendly. Walker/Rush/Holm approved, Swanson/Case disapproved.**

Roll call was called by Swanson.

Walker – Aye

Rush-Aye

Swanson-Nay

Holm-Aye

Case-Nay

Motion carried for all Office Staff, Public Works and Fire Administration using outlook calendar to track time.

Discuss/Approve/Disapprove Cancellation of Fire Engine Contract and Request Refund of Deposit on Order –

Holm stated there is class action lawsuit in federal court against several major fire apparatus manufacturers. Holm stated he does not think the city should proceed with purchasing the fire engine when this lawsuit is in process.

Holm made a motion for the City Attorney to look at possibilities of cancelling the contract and researching whether the deposit can be refunded. **Rush seconded the motion** but would like to hear what the Fire Chief has to say. Case said that there are different costs for rigs. Case went on to say he recommends waiting for the class action case outcome and there could possibly be some benefit from the case. Case stated the \$117,000 deposit will not be refunded. Baldwin's new engine will be delivered in July 2027 and if the contract is cancelled, this will add another 3 years to the contract if the apparatus is ordered at a later date. Case stated that the costs will be substantially more if the engine is delivered at a later day. Holm/Rush do not want to lose the deposit on the engine. **Holm added to his motion** for Attorney fees up to \$1000. **Rush took this as a friendly.** Swanson stated that the motion on the table is for the City Attorney to come up with a plan to cancel the fire truck purchase and get the city's deposit back. **Holm approved, Walker/Rush/Case disapproved, motion failed due to a 3-1 vote.**

Discuss/Approve/Disapprove Posting all Meetings on YouTube including previous Budget Meetings and Engineering Meetings in the last 6 months –
Holm/Rush unanimous to approve posting all meeting videos on YouTube including the past budget meetings and the past 6 months of engineering meetings.

Announcements:

- a. Safety Committee Meeting Tuesday, December 2nd, 2025 at 1:30 p.m.
- b. Engineering Workshop Monday, December 8th, 2025 at 7:00 p.m.
- c. League of MN Meeting Wednesday, December 10th, 2025 at 9:00 a.m.
- d. Next City Council Meeting Monday, December 15th, 2025 at 7:00 p.m.
- e. Infrastructure Committee Meeting Thursday, December 18th, 2025 at 7:00 p.m.

Any Other Business – Holm discussed the levy and asked when the City Council would approve the 2026 levy. Swanson stated the resolution approving the final levy will be on the December 15th City Council agenda.

Case/Rush unanimous to approve City Hall being closed all day on Christmas Eve, December 24th, 2025.

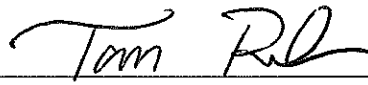
City Planner, Licht, stated that City Staff is reviewing the oak wilt ordinance for a resident.

Approve Bills for Payment - Rush/Walker unanimous to approve check numbers 29085 – 29124 for \$169,016.43 and 2 EFT Payments for \$101.20 for a total of \$169,117.63.

Adjourn – Holm/Rush unanimous to adjourn at 8:54 p.m.



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



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

Date 1/7/26

Attendees: Delmas Hines, Chad Miller, Mike Anderson, Laura Anderson, Brian Torborg, Ron Messer and Zac Good