



BALDWIN CITY COUNCIL REGULAR MEETING

FEBRUARY 18TH, 2026

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

Absent – Mayor Jay Swanson

Also Present – City Attorney: Bob Ruppe from Couri & Ruppe, City Engineer; Sam Jochum from Hakanson Anderson and City Planning & Zoning Administrator; Dan Licht from The Planning Company (TPC)

Call to Order – The February 18th, 2026, regular meeting of the City of Baldwin was called to order by Acting Mayor Tom Rush 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 - Walker/Case unanimous to approve agenda as amended.

January 2026 Final Treasurer's Report – The beginning balance of \$1,725,230.87, receipts of \$77,213.23, disbursements of \$456,672.81; check numbers 29209 – 29250, void check number 29219, 11 EFT payments, 35 ACH payroll payments leaving an unaudited ending balance of \$1,345,771.29.

February 2026 Preliminary Treasurer's Report – The Clerk/Treasurer reported a beginning balance of \$1,345,771.29, receipts of \$80,032.87, disbursements of \$126,112.10 leaving an unaudited ending balance of \$1,299,692.06.

Public Comment Requests:

- Mary Larson: 29725 138th Circle – Discuss FunFest and Easter Egg Hunt at Young Park. Bob Ruppe requested approval to contact the IRS to get a determination letter, so donations are tax deductible. This will be helpful in collecting donations for FunFest and the Easter Egg Hunt. **Holm/Walker unanimous to approve** Attorney contacting IRS to get this correspondent. Rush asked for the date of the Easter Egg Hunt and Larson said it will be March 21st, 2026, at 10:00 a.m.
- Scott Schmidt: 14215 285th Avenue N.W. – Discussing Elk Lake boat landing and city land adjacent to this area. Scott also gave an update of clear cut of the city property on 278th Avenue.

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

- Approve Special City Council Meeting Minutes for February 2nd, 2026
- Approve City Council Meeting Minutes for February 4th, 2026
- Approve Flag Purchase for City Hall
- Approve Deputy Clerk Vacation Leave for February 27th, 2026
- Approve Reappointment of Mary Larson as Planning Commissioner
- Approve Temporary Liquor License for Ridgewood Bay on February 21st, 2026
- Approve Gambling Permit for Christ Our Light Church Event on April 12th, 2026.

Engineering:

Discuss GIS Cemetery Map – City Engineer, Hakanson Anderson, sent the city a price quote for GIS software including how much it would cost for Hakanson Anderson to update the GIS map. The price quote for the software is \$500.00 to \$1000.00 annually for GIS membership. This would allow the city to perform basic tasks. If Hakanson Anderson updated the GIS map, it would cost the city approximately \$64.00 to \$67.50 per lot. Rush proposes that these rates get added to the cemetery plot cost. Case asked about option two which is performing advanced tasks with GIS mapping. Rush has a concern regarding training of city staff on the GIS map. Hakanson will bring additional information back to the March 18th, 2026, City Council meeting on option 2.

Case/Walker unanimous to table this to the March 18th, 2026, City Council meeting.

Discuss/Approve/Disapprove Letter to Residents on 100th Street and 297th Avenue Regarding Road Construction Status – **Case/Walker unanimous to approve** sending letters to residents on 100th Street and 297th Avenue on road construction status.

Discuss/Approve/Disapprove Connexus Energy Powerline Relocation Staying Overhead on 100th Street and 297th Avenue – Case asked about safety of overhead powerlines. The incremental cost would be \$305,000 to do underground power lines. **Holm made a motion to approve** overhead power on 100th Street and 297th Avenue. **Walker seconded the motion, motion carried.**

Discuss/Approve/Disapprove Driveway and Landscape Agreement – **Holm made a motion** to require \$5000.00 for paving escrow and \$2000.00 for landscaping escrow for a total of \$7000.00. **Case seconded the motion, motion carried.**

Frontier Trails Update:

NSU sent an operation summary and included comments that the site is operational. Financials for Frontier Trails are \$5085.00 receipts for the month of January 2026 and \$54,324.40 expenditures which include the bond payment due February 1st, 2026. Rush stated that the balance in Frontier Trails fund is \$38,099.18.

Road Report:

Discuss Public Works Report – Full Public Works Report on file in the Clerk's office.

Discuss/Approve/Disapprove Job Description for Public Works Position – City Attorney, Ruppe, questioned if air brake endorsement should be added to the job description. Rush would like to add to the job description a Class C Wastewater License as a desirable qualification. **Case/Walker unanimous to approve** job description for Public Works contingent on City Attorney review.

Tabled Items:

Discuss/Approve/Disapprove SSTS Administration Program Proposal -
Case/Walker unanimous to table until the March 18th, 2026, City Council meeting.

Discuss/Approve/Disapprove Ordinance 2026-01, Amendments to the Fee Schedule for Building Permits and Publication in Summary Form – **Case/Walker unanimous to table** until the March 18th, 2026, City Council meeting.

Discuss/Approve/Disapprove IPAWS TextMyGov Alerts – **Case/Rush unanimous to table** until the March 18th, 2026, City Council meeting.

New Business:

Discuss PID# 01-00404-0001 – Teresa Barnes lives at 28641 143rd Street N.W. and Todd Jackson lives at 14250 287th Aven N.W. They are requesting buying the 0.8-acre portion of PID# 01-00404-0001. This would be preserved as a natural state and not built on. Holm would like to direct City Attorney on how the land was acquired and if this could be sold. City Attorney, Ruppe, stated they need to research if the land was dedicated to the city and how the city acquired it. **Holm made a motion** for City Attorney to research and bring back to the March 18th, 2026, City Council meeting. **Walker seconded the motion, motion carried.**

Discuss Newsletter for April – June 2026 – At the February 4th, 2026, City Council meeting, the City Council approved doing a newspaper insert in the Princeton and Zimmerman Today Newspaper. Rush is asking the City Council if they want to continue doing a quarterly newsletter. Holm stated they would like to continue the newsletter and possibly phase out in the future. Case agreed with Holm that the newsletter should continue for now.

Discuss/Approve/Disapprove Budget for FunFest Including Funding Source (General or Park Fund) – **Case/Holm unanimous to approve** coming out of the general fund first of \$2000.00 and the remaining \$2000.00 coming out of the park fund.

Discuss/Approve/Disapprove 2026 Recycling Day Funding Application – Rush is requesting Jim's Mille Lacs coming to a future meeting to discuss pricing. **Case/Holm unanimous to approve** recycling day funding application.

Discuss/Approve/Disapprove Letter for Unsigned Encroachment Agreement Letters – Case/Holm unanimous to approve sending letters to eight residents that requested encroachment agreements by north Elk Lake loop.

Discuss/Approve/Disapprove Resolution 26-04, Delegating Authority to Certain City Officials to Enter into Certain Contracts – Holm/Walker unanimous to table until the March 4th, 2026, City Council meeting.

Discuss/Approve/Disapprove Charitable Gambling License Fee – Currently the City charges \$100.00 for a gambling permit. If the City receives a permit for charitable gambling, should the city charge a fee for these licenses. Holm suggested a fee of \$15.00 for one-day events. **Holm/Walker unanimous to approve** the \$15.00 for one-day events. **Case/Holm unanimous to approve** City Attorney sending letters to establishments requesting 10% donation of net profits. These profits would be payable to the city going forward and not retroactive. City Planner, Licht, recommends Holm amend his motion to include a resolution to be completed on the 10% donation of net profits. **Holm amended his motion** to have City Attorney draft a resolution for the 10% donation of net profits. The motion also stated that these funds will be used towards fire departments operation budget. **Walker seconded the motion, motion carried.**

Discuss Code Enforcement – Rush discussed the code enforcement process which is two letters being sent out and then a citation. Rush would like these expedited if there are public safety, health safety or welfare issues. The Mayor will be notified so letters and citations can be sent right away instead of waiting 30 days.

Discuss Getting Salary Information from the League of Minnesota Cities for Employees – The Clerk to reach out to The League of Minnesota Cities and surrounding cities regarding salary information for city staff.

Discuss Top Ordinance Violations to be Posted on Website – Rush would like top ordinance violations posted on Baldwin's website, Princeton/Zimmerman newspaper and the newsletter. These are usually nuisance violations. Holm recommends a monthly spotlight on Facebook page and in the quarterly newsletter. Holm would like us to start out with dog barking violations.

Discuss Meeting with Zimmerman and Princeton Today Newspaper Editor – Case would like attendance of the City Council at the meeting with Princeton and Zimmerman newspaper Editor. The meeting will be scheduled for March 5th, 2026, at 10:00 a.m.

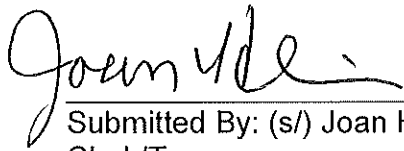
Announcements:

- a. Park Committee Meeting Thursday, February 19th, 2026, at 7:00 p.m.
- b. Planning Commission Meeting Wednesday, February 25th, 2026, at 7:00 p.m.
- c. Next City Council Meeting Wednesday, March 4th, 2026, at 7:00 p.m.

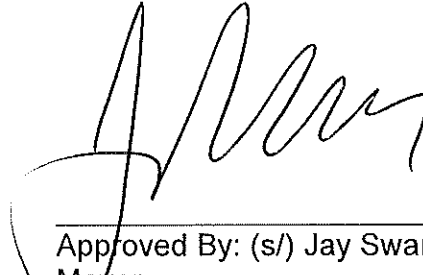
Any Other Business - None

Approve Bill for Payment - Case/Walker unanimous to approve check numbers 29285 – 29324 for \$85,589.23 and 5 EFT Payments for \$5,782.43 for a total of \$91,371.66. Check Number 29285 for Hakanson Anderson was posted in closing December 2025 for \$38,811.35 and check number 29320 was a void reissue of \$303.60 for a fire department payroll which was posted in January of 2026.

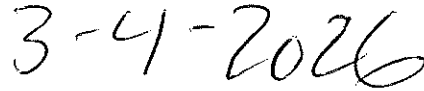
Adjourn – Holm/Walker unanimous approve adjourn at 9:10 p.m.



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



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



Date

Attendees: Teresa Barnes, Scott Schmidt, Charles and Danielle McConaughay, Todd Jackson, David Jackson, Mary Larson, Nick Loehleih and Steven Hieb.