



BALDWIN CITY COUNCIL REGULAR MEETING

MARCH 4th, 2026

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

Also Present – City Planning & Zoning Administrator; Dan Licht from The Planning Company (TPC)

Call to Order – The March 4th, 2026, 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

Additions/Corrections to Agenda

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

March 2026 Preliminary Treasurer's Report – The Clerk/Treasurer reported a beginning balance of \$1,314,454.36, receipts of \$5,395.00, disbursements of \$32,108.11 leaving an unaudited ending balance of \$1,287,741.25. The Clerk communicated that all City Council Members have a printed budget report. This was also included in the agenda packet for the meeting.

Sheriff's Report – Deputy Wilson reported a total of 195 calls for service in the City of Baldwin for the month of February 2026. These calls consisted of 7 motor vehicle accidents which included one aircraft emergency landing (no injuries). There were 4 fire assist calls, 18 medicals, 60 traffic stops, no burglaries were reported and 26 additional patrols were performed. There were 2 thefts, which were a generator that owner knew and a theft of a wallet from a vehicle, both with suspect leads. Mayor Swanson asked if there were any crime patterns over the last month and Deputy Wilson stated there is not.

Discuss 2026 Baldwin Clean-Up Day Fees and Questions – Roxie from Jim's Mille Lacs attended the meeting to discuss the increase in pricing they are experiencing and what will be passed down to the city for 2026 clean-up day. She stated that tire disposal costs went up 35%, which would be \$290.00 a ton to \$360.00 a ton. Other increased prices are the landfill fees, including host fees from Sherburne County. Car tire pricing increased from \$7.00 to \$10.00 from 2025, Box springs went up from \$20.00 to \$30.00. There was also an additional cost of \$5.00 for "dirty tires" but not a definition of these tires. Appliances, T. V's and computer pricing will remain the same.

Jeff Holm arrived at 7:06 p.m.

Fire Department Report – Captain Miller reported a total of 33 calls for the month of February 2026. These calls consisted of 4 fires, 25 medicals, 1 fire alarm, 1 aircraft emergency landing, 1 burning complaint and 1 personal injury accident. Rush asked how many fire calls so far for 2026 and Chief Case stated there are approximately 76 calls for 2026 to date.

Discuss/Approve/Disapprove Conway Shield Invoice for \$1594.02 – Rush/Walker unanimous to approve Conway Shield quote for \$1594.02 for rechargeable batteries.

Discuss/Approve/Disapprove Electrical Quote of \$752.00 for Fire Dance - Rush/Walker unanimous to approve Boe Electric quote for \$752.00.

Public Comment Requests:

Cal Watson – 13737 283rd Avenue N.W.: Mr. Watson attended the meeting tonight to represent the Santiago Lions, a generous organization, that has donated approximately \$29,000.00 to Baldwin Fire Department since 2019. The Lions plan to donate \$10,000.00 a year to Baldwin Fire Department. Mr. Watson believes the distribution is better controlled by the Santiago Lion's.

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

- Approve Escrow Refund to Ruff Start Rescue for \$2042.50
- Approve City Council Meeting Minutes for February 18th, 2026
- Approve 2025 Noxious Weed Control Report
- Approve Updated Oath of Office for a Planning Commissioner

Planning Items:

Discuss Code Enforcements:

PID# 01-00404-0806 – Complaint of inoperable vehicles, parking off the driveway, junk/debris and vehicle in ROW. Car has been removed.

PID# 01-00418-0125 – Junk/debris/outdoor storage. Citation was sent on February 17th, 2026, with no response. The request from City Planner is to send an additional citation and have City Attorney draft summons to be sent after the expiration of the appeal period on the second citation.

PID# 01-00467-0145 – Semi-tractor/trailer parking and living in a semi-truck sleeper. The request from City Planner is to send an additional citation and have City Attorney draft summons to be sent after the expiration of the appeal period on the second citation.

PID# 01-000407-0225 – Complaint was an RV used as a dwelling occupancy. Agreement was reached with the property owner.

Case/Rush unanimous to approve enforcement as recommended by City Planner.

Discuss/Approve/Disapprove Publication in Summary Form Ordinance 2026-02. Revising the Fee Schedule Regarding Gambling Fees - Rush/Case unanimous to approve Ordinance 2026-02

Discuss/Approve/Disapprove Resolution 26-05; Country Pup Kennel IUP

Amendment – Walker/Case unanimous to approve resolution 26-05 with 5 conditions for Country Pup Kennel IUP. Full planning report on file in the Clerk's office and online at baldwinmn.gov under Agenda and Minutes/Agenda Packet.

Discuss Ordinances to be posted on website for educational purposes. Rush recommends putting the Ordinance regarding racetracks and cargo containers on website and publishing in the upcoming Baldwin newspaper. This would be for educational purposes to the public. Case recommends publishing a new ordinance each month on Baldwin's website. Holm stated that publishing the cargo containers prior to a decision made by the Planning Commission and City Council is not recommended. City Planner, Licht, suggested he bring a list to the April 1st, 2026, City Council meeting of ordinances that are frequently asked about. Swanson concurred with Licht.

Swanson discussed mandating 10% gambling funds being held by the City of Baldwin. **Rush/Holm unanimous to table** the charitable gambling fees until the March 18th, 2026, City Council meeting.

Park Committee Report – Rush discussed that the Park Committee met last month and Baldwin's City Planner also attended the meeting. The Park Committee has had some recent turnover. The Park Committee discussed waiting for the Planning Commission to finish the comp plan for directions to the Park Committee. The committee also discussed score boards for Young Park with an approximate cost of \$3000-\$5000. Rush also proposed businesses having advertisements posted on the fence at the Young Park ballfield.

Discuss Appreciation for Park Committee Member Lester Kriesel – Discussion of appreciation for Park Committee Member Lester Kriesel. Case recommends plaque, card or flowers. Rush will work on getting a plaque ordered.

Discuss/Approve/Disapprove Reappointment of Park Committee Member Robb Rydmark - Rush/Holm unanimous to approve reappointment for Park Committee Member Robb Rydmark.

Discuss/Approve/Disapprove Appointment of Park Committee Member Rose Marie Walker - Holm/Case unanimous to approve appointment of Park Committee Member Rose Marie Walker.

Discuss/Approve/Disapprove Resignation of Park Committee Member Sarah Koste - Rush/Case unanimous to approve resignation of Park Committee Member Sarah Koste. Swanson would like a card sent to Sarah stating appreciation of Sarah's 2 terms on the park committee.

Cemetery Update – None

Discuss Cemetery Sexton – Rush stated that the Public Works Department can fill in at the cemetery. This would be with more physical tasks until the Cemetery Sexton role is filled. Swanson suggested a previous employee for the Cemetery Sexton role. This previous employee has prior experience and knows the cemetery well. **Holm/Swanson unanimous to approve** Rush being interim until the position is filled. **Rush disapproved, motion carried.** The Clerk will reach out to surrounding areas and place an ad in the local newspaper if needed. **Rush/Walker unanimous to approve** placing ad in the local newspaper for a Cemetery Sexton if needed.

Discussion of rates and policy for Baldwin's cemetery to be discussed at the March 18th, 2026, City Council meeting

Tabled Items:

Discuss/Approve/Disapprove Resolution 26-04, Delegating Authority to Certain City Officials to Enter into Certain Contracts – Holm/Rush unanimous to table until the March 18th, 2026, City Council meeting.

New Business:

Discuss/Approve/Disapprove Job Descriptions for Public Works Supervisor, Clerk and Deputy Clerk – Case would like to see job descriptions for surrounding areas and more requirements added to the job descriptions. Holm suggested scheduling a City Council workshop to review all job descriptions thoroughly. **Holm/Case unanimous to table** until the March 18th, 2026, City Council meeting to review comparables. The City Council will determine at the March 18th, 2026, meeting if they have enough information to schedule a workshop.

Discuss/Approve/Disapprove Paid Family and Medical Leave Act Policy – Case/Rush unanimous to approve Paid Family and Medical Leave Act Policy.

Discuss/Approve/Disapprove Proposal for Review of PFML from Auditors – Holm/Walker unanimous to disapprove proposal. Friendly was given by Swanson for Clerk to get actual cost from Auditors. **Holm/Walker accepted this friendly.**

Discuss Meeting with City Engineers, Hakanson Anderson, on Upcoming Road Projects. City Council will propose with Hakanson Anderson to schedule a road project meeting for March 9th, 2026, at 1:00 p.m. This meeting will be attended by Mayor Swanson and Council Member Walker.

Discuss/Approve/Disapprove Continuing to Fly Old Minnesota State Flag – Holm/Walker unanimous to approve drawing up resolution to continue flying old Minnesota State flag.

Discuss Deadline for Agenda Packet Items - Case discussed a recommended deadline for agenda packet items to be sent to the Clerk by noon on Monday prior to a

Wednesday night meeting. The Clerk asked the City Council for a deadline for when they would like the agenda packet sent to them. Starting January 2026, City Council meetings moved from Monday night to Wednesday nights. The City Council said to send the agenda packet to the City Council by noon on Monday or Tuesday morning at the latest.

Announcements:

- a. Special Planning Commission Meeting Wednesday, March 11th, 2026, at 7:00 p.m.
- b. Next City Council Meeting Wednesday, March 18th, 2026, at 7:00 p.m.
- c. Easter Egg Hunt at Young Park Saturday, March 21st, 2026, at 10:00 a.m.
- d. Local Board of Appeal and Equalization Thursday, April 16th, 2026, at 3:00 p.m.

Any Other Business – Holm discussed the industrial solar farm in the City of Princeton. There is a proposal to possibly eliminate Connexus Energy from this area and add the Public Utilities Commission. Clerk to contact Connexus Energy on this issue.

City Planner, Licht, talked about GIS map software and that this software is usually used by City Engineers.

Approve Bills for Payment - Walker/Rush unanimous to approve check numbers 29325 – 29355 for \$32,108.11 and 4 EFT payments for \$5,207.33 for a total of \$37,315.44.

Adjourn – Holm/Rush unanimous to adjourn at 9:04 p.m.


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


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


Date

Attendees: Mark Mason, Roxanne Gerads, Wendy Weegman, Doug Rust, Gary & Cathy Kleinheksal, Cal Watson, Sharon Leider, Chad Miller and Bruce West