



BALDWIN CITY COUNCIL REGULAR MEETING

MARCH 18th, 2026

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

Absent – Council Member Tom Rush

Also Present – City Attorney Bob Ruppe from Couri & Ruppe, City Engineer, Sam Jochum from Hakanson Anderson

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

Prayer Request from Delmas Hines

Additions/Corrections to Agenda

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

February 2026 Final Treasurer's Report – Beginning balance of \$1,346,857.64, receipts of \$99,335.52, disbursements of \$131,453.03; check numbers 29251 – 29324 and 11 EFT payments and \$2.04 for JE transfers due to uncashed checks, leaving an unaudited ending balance of \$1,314,742.17.

March 2026 Preliminary Treasurer's Report – The Clerk/Treasurer reported a beginning balance of \$1,314,742.17, receipts of \$16,259.10, disbursements of \$87,856.99 leaving an unaudited ending balance of \$1,243,144.28.

Public Comment Requests:

Norm Behnke - 28123 Lake Diann Road: Mr. Behnke attended the meeting tonight to discuss the animal control ordinance enforcement.

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

- Approve Quote from M-R Sign for \$2759.10 for Street Sign Round Posts
- Approve City Council Meeting Minutes for March 4th, 2026
- Approve IRS Federal Tax Status Letter
- Approve First Amended Prosecution Agreement Between City of Baldwin and Sherburne County
- Approve Ordinance No. 2026-03, Amending Ordinance No. 400 Regulating Animals

Sherburne County Attorney Updates: Dawn Nyhus – Dawn Nyhus, Sherburne County Attorney, was present to provide an update of activities and services provided by the Sherburne County Attorney's Office (CAO) through the prosecution contract for the city. Nyhus stated that they do not prosecute Ordinances for cities unless a prosecution agreement is in place. An amended prosecution agreement was approved on the consent agenda at tonight's meeting. She also discussed cases Sherburne County Attorney's office handled last year which were 22 felony level offenses, 11 gross misdemeanors, 37 misdemeanors and 17 petty misdemeanors for Baldwin.

Sherburne County Commissioner Updates: Brad Schumacher – Brad Schumacher was present to provide updates of recent County projects and Board actions. Schumacher discussed that Sherburne County Public Works is busy with grant application for 2027, including intersections and rural lighting intersections. Mr. Schumacher discussed that the County Recorder is retiring so this will be on the upcoming ballot. The County Board also voted with a 5-0 vote to break the County Auditor and Treasure position apart. The public can contest breaking of this role, but the goal would be to appoint the Treasurer and have the Auditor elected. Sherburne County Sheriff will also be retiring, which is another upcoming change at Sherburne County. Mr. Schumacher discussed jail renovations, solar panels and ownership of solar farms. He went on to say that the County Board will continue to discuss use of rifles and guns.

Discuss/Approve/Disapprove Grant Locke Encroachment Agreement

Amendment –Mr. Locke stated that he does not have a problem removing or cutting down the wooden posts. **Case/Walker unanimous to table** until the June 3rd 2026 City Council meeting to provide Mr. Locke enough time to complete this.

Discuss PID# 01-00404-0001 – Ruppe, City Attorney, discussed residents request to purchase a portion of PID# 01-00404-0001 that the city owns. The rights acquired under a plat depend upon the statute and case law in effect at the time the plat was recorded. Given the holdings, if the city were to vacate its interest in the "beach" dedicated by the Plat of Elk Lake Estates, the title to the "beach" property would revert to the original dedicator or their successors in interest. The city would not own the property after vacation and therefore would not be able to convey the property to the residents that requested to purchase this portion of PID# 01-00404-0001. Teresa Barnes at 28641 143rd Street and Todd Jackson, that has a cabin at 14250 287th Avenue, were at the meeting to ask questions. Mayor Swanson stated that the Council has not had conversation on vacating the property.

Frontier Trails Update:

Discuss 2025 Annual Report from Natural Systems Utilities – Natural Systems Utilities (NSU) presented a September 2025 to present report on the wastewater operation and maintenance service report for Frontier Trails SSD. Full report on file in the Clerk's office or at baldwinmn.gov under Agenda/Minutes, Agenda Packet.

Engineering:

Discuss/Approve/Disapprove Hakanson Anderson Updating GIS Cemetery Map with Approximate Cost of \$64.00 to \$67.50 per plot – Case/Holm unanimous to approve \$64.00 to \$67.50 per plot to update GIS cemetery map. GIS map to be updated yearly after the initial map is completed.

Discuss/Approve/Disapprove Hakanson Anderson Looking into Catch Basin/Curb at Sandy Lake and Curb for Lake Diann - Case/Walker unanimous to approve Hakanson Anderson developing plans for catch basin/curb at Sandy Lake and curb for Lake Diann.

Discuss/Approve/Disapprove Resolution 26-07, Approving Construction Plans and Project Specifications and Authorizing Advertisement for Bids - Case/Walker unanimous to approve Resolution 26-07.

Discuss/Approve/Disapprove Resolution 26-08, Administration of the Minnesota Wetland Conservation Act – Case/Walker unanimous to approve Resolution 26-08.

Financials for the month of February 2026 for Frontier Trails are \$5633.67 revenues and \$2539.31 expenditures.

Road Report:

Discuss Public Works Report – Full Public Works Report on file in the Clerk's office or available at baldwinmn.gov under Agenda/Minutes, Agenda Packet.

Case/Walker unanimous to approve Mayor Swanson working with City Attorney on contract for sink hole repairs.

Discuss/Approve/Disapprove Quote for Ditch Mowing in 2026 of \$9,200.00 - Walker/Case unanimous to approve quote for ditch mowing in 2026 of \$9200.00.

Discuss Culvert Concerns – Public Works Supervisor prepared a memo asking direction from the City Council on a policy for culvert concerns. Mayor Swanson requested a plan be developed. Swanson/Case unanimous to table until the April 15th, 2026 City Council meeting.

Discuss/Approve/Disapprove Road Sign Estimate of \$2500.00 – Case/Walker unanimous to approve \$2500.00 estimate to purchase road signs for load limits and the City of Baldwin for our boundaries.

Discuss 127th Avenue Cul De Sac – Walker discussed that the Cul De Sac at 127th Avenue needs to be repaired. Swanson requested costs for this and for this to be brought back to the April 15th, 2026 City Council meeting.

Tabled Items:

Discuss/Approve/Disapprove IPAWS TextMyGov Alerts – Case/Walker unanimous to table until the June 17th, 2026 City Council meeting.

Discuss/Approve/Disapprove Ordinance Change for Underground Power Lines – Mayor Swanson discussed the current ordinance which states that all utilities including telephone, electricity, gas, and telecable shall be installed underground. Ruppe, City Attorney, recommends keeping ordinance as drafted to give flexibility for determining the best course of action going forward. **Case/Walker unanimous to disapprove ordinance change for underground power lines.**

Discuss/Approve/Disapprove Resolution 26-04, Delegating Authority to Certain City Officials to Enter into Certain Contracts – Case/Walker unanimous to approve Resolution 26-04.

Schedule Workshop to Review All Job Descriptions – Case/Walker unanimous to approve March 30th, 2026 at 7:00 p.m.

Discuss/Approve/Disapprove Proposal from Auditors on PFML Review – The Clerk received a proposal for the City Auditing Firm to review the payroll setup including appropriate earnings and deduction treatments. The review fee is set at a \$300.00 flat rate. If the Auditors determine that there are unexpected complexities that require further work, the standard hourly rate of \$140.00 will apply. **Case/Walker unanimous to approve after Attorney review.**

New Business:

Discuss/Approve/Disapprove Resolution 26-06, Display of Minnesota State Flag – Holm/Walker unanimous to approve Resolution 26-06 display of prior 1983 version of the Minnesota State Flag upon properties owned and maintained by the City of Baldwin.

Discuss/Approve/Disapprove RFP for Auditors – Case/Walker unanimous to approve going out for request for proposals for City Auditor.

Discuss/Approve/Disapprove \$278.00 Additional Cost for Baldwin Newspaper Insert – Case/Walker unanimous to approve \$278.00 additional cost for newspaper insert for the upgraded paper.

Discuss 2026 Clean-Up Day Fees – The City Council discussed the fees for the May 2nd, 2026 Clean-Up Event. **Case/Walker unanimous to approve 2026 clean-up day fees.**

Discuss/Approve/Disapprove 2026 Recycling Day Grant Agreement – Case/Walker unanimous to approve the 2026 Recycling Day Grant Agreement.

Discuss/Approve/Disapprove ARC Irrigation Services of \$3316.28 for Fertilization/Weed Control at Young Park and Goose Lake Park – Case/Walker unanimous to approve ARC Irrigation Services quote for \$3316.28.

Discuss/Approve/Disapprove Marlene Nelson as Cemetery Sexton – Case/Walker unanimous to approve Marlene Nelson as Cemetery Sexton. This will go into effect March 15th, 2026.

Discuss/Approve/Disapprove Cemetery Policy and Rates – Swanson/Walker unanimous to table until the April 1st, 2026 City Council meeting.

Discuss Rental of Young Park Ball Field – Case/Walker unanimous to table until the April 1st, 2026 City Council meeting.

Discuss Update on Expansion of Existing Buildings – The City Council discussed how to proceed with obtaining costs to update the existing buildings including bringing the buildings up to code.

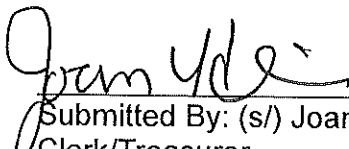
Announcement:

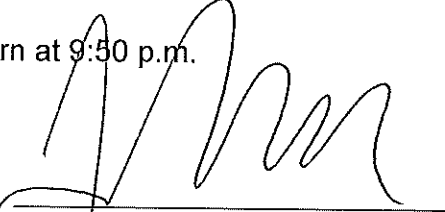
- a. Park Committee Meeting Thursday, March 19th, 2026, at 7:00 p.m.-Cancelled
- b. Baldwin Easter Egg Hunt at Young Park Saturday, March 21st, 2026, at 10:00 a.m.
- c. Planning Commission Meeting Wednesday, March 25th, 2026, at 7:00 p.m.
- d. Next City Council Meeting Wednesday, April 1st, 2026, at 7:00 p.m.
- e. Local Board of Appeal & Equalization Thursday, April 16th, 2026, at 3:00 p.m.

Any Other Business - None

Approve Bill for Payment – Walker/Case unanimous to approve check numbers 29356 – 29392 for \$50,372.25, 5 EFT payments for \$5,376.63 for a total of \$55,748.80.

Adjourn – Holm/Walker unanimous to adjourn at 9:50 p.m.


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


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

4-1-2026
Date

Attendees: Norm Behnke, Fintan Moore, Grant Locke, Bruce West, Julie Weidenborner, Delmas Hines, Teresa Barnes, Charles & Danielle McConaughay, Todd Jackson, Erin Simonsmeier, Sharon Leider