



BALDWIN CITY COUNCIL SPECIAL MEETING

APRIL 13TH, 2026

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

Absent – City Council Member Jeff Holm

Also Present – City Building Inspector, Andy and Roxanne Schreder with Rum River Consultants (RRC)

Call to Order – The April 13th, 2026 special 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

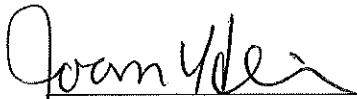
Discuss Technology Service Charge – The technology service charge supports the ongoing costs required to maintain a secure and modern building permit environment. This includes support, data security, and system updates. The technology service charge is a small application cost due at the time of the permit payment. The technology fee would be \$10.00 per permit added onto the building permit fee to the applicant. The City Council Members stated they are not convinced that the technology charge should be passed to the permit applicant. After much discussion, RRC agreed to not implement the technology service charge at this time. This charge will be removed from the proposed fee schedule that will be brought to the April 16th, 2026 City Council meeting.

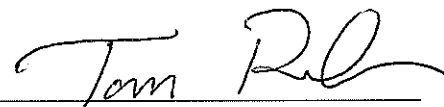
Discuss Fee Schedule – RRC reviewed the 2026 fee schedule summary updates for the City of Baldwin. Some of these changes are due to the 2025 legislative session. Proposed Ordinance 2026-01 will be brought to the April 16th, 2026 City Council meeting.

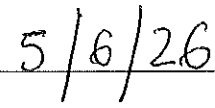
Discuss Septic Administration Program – RRC is proposing to administrator the full septic program in its entirety. The City Council was given a handout to review the scope of work and the SSTS program components. The septic administration program proposal will be brought to the April 16th, 2026 City Council meeting.

Discuss City Council Liaison for Rum River Consultants – The point of contact for RRC is Alan Walker as liaison #1 and Scott Case as liaison # 2.

Adjourn - Case/Walker unanimous to adjourn at 8:56 p.m.


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


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


Date

Attendees: None