



BALDWIN CITY COUNCIL REGULAR MEETING

APRIL 15th, 2026

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

Absent – City Council Member, Jeff Holm

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

Call to Order – The April 15th, 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 - Rush/Case unanimous to approve as amended.

April 2026 Preliminary Treasurer's Report – The Clerk/Treasurer reported a beginning balance of \$1,235,585.64, receipts of \$15,443.34, disbursements of \$116,626.53 leaving an unaudited ending balance of \$1,134,402.45.

Public Comment Requests:

Katherine Gove: 30657 98th Street N.W. – Discussed new MN State Flag and suggested flying both the old and new MN State flags as a compromise.

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

- Approve Ordinance 2026-06, Amending Ordinance 600 Fee Schedule
- Approve Workshop Meeting Minutes for March 30th, 2026
- Approve Deputy Clerk Attending Minnesota Municipal Clerks Institute May 4th – May 8th with an Expenditure of Approximately \$1096.00
- Approve Ordinance 2026-01, Amending Fee Schedule for Building Permit and Inspection Fees
- Approve Septic Administration Program Proposal

Discuss/Approve/Disapprove Revisiting Resolution 26-06, Displaying Old Minnesota State Flag – Case/Walker unanimous to disapprove revisiting Resolution 26-06.

Engineering:

Discuss/Approve/Disapprove Ordinance 2026-05, Amending Ordinance 100 Regulating Right-Of-Way – Walker/Rush unanimous to disapprove Resolution 2026-05.

Discuss/Approve/Disapprove Resolution 26-13, Awarding Received Bid from TS Dirt Works for the 2026 Street Reconstruction Project – Case/Rush unanimous to approve Resolution 26-13 for TS Dirt Works quote of \$280,600.20 for 2026 Street Reconstruction Project.

Discuss Road Right-of-Way Permits – Mayor Swanson is questioning the threshold and policy on road right-of-way permits. City Attorney, Ruppe, stated that a road right-of-way permit ordinance should be completed. **Case made a motion** for the Mayor to work with City Staff on the process and road right-of-way permit ordinance. **Walker seconded the motion, motion carried.**

Frontier Trails Update:

Discuss/Approve/Disapprove Hawkins Invoice for Micro C of \$2494.81 – Rush/Case unanimous to approve Hawkins invoice of \$2494.81 for the purchase of Micro C.

Discuss Pumped Tanks Prior to Every 3 Years - Mayor Swanson asked the City Council how they would like to proceed with house tanks at Frontier Trails that get pumped prior to 3 years of when the city pays for. The city will schedule and pay for the house tanks to be pumped every three years. Any additional house pumping before three years will need to be paid for by homeowner.

Discuss/Approve/Disapprove Estimate for South Side Pumping of \$8000.00 – Case/Walker unanimous to approve quote for pumping of house tanks on the South side of Frontier Trails for \$8000.00.

Discuss/Approve/Disapprove Quote for HVAC at Water Treatment Plant - Rush/Case unanimous to table until the May 6th, 2026 City Council meeting.

Discuss/Approve/Disapprove Quote for Gopher Trapping – Case/Walker unanimous to approve Badger Wildlife quote for \$535.00 for one location at Frontier Trails for a total of \$1070.00. This would be 5 visits and covers all gophers trapped at the north and south site at Frontier Trails.

Road Report:

Discuss/Approve/Disapprove Attending Early Childhood vehicle fair on April 25th, 2026, from 9:30 a.m. to 11:30 a.m. - Rush/Case unanimous to approve Council Member, Alan Walker, bringing Baldwin plow truck to the Early Childhood vehicle fair on April 25th, 2026.

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.

Discuss East Sandy Lake Road Repairs – A resident has a concern regarding the shoulder in front of his house off 97th Street NW, which is on the east side of Sandy Lake. The shoulder does not have good drainage and pools up at the end of his driveway. Walker will work with Public Works on getting this repaired.

Tabled Items:

Discuss Culvert Concern – Public Works Supervisor prepared a memo last fall regarding culvert concerns. Discussion that the Fire Department has jetted culverts out in the past. Case stated that Public Works fund needs to cover fuel and Fire Department time. Swanson requested a list of culvert concerns in the city so that a plan could be completed.

Discuss/Approve/Disapprove 127th Street Cul De Sac Repair – Walker asked if the City Engineer should look at this or if it should be repaired in house. Walker to get two quotes for the repair of the cul de sac on 127th Street.

Discuss Layout of New Cemetery Map – Rush made a motion to table until the May 6th City Council meeting. **Case seconded the motion, motion carried** to table until the May 6th, 2026 City Council meeting.

New Business:

Discuss/Approve/Disapprove Fire Fighter Resignation of Christian Higgins Effective April 1st, 2026 – Rush/Walker unanimous to approve resignation of Christian Higgins effective April 1st, 2026.

Discuss Transition Process for Fire Chief – Fire Chief, Case's, resignation will be effective July 31st, 2026. Mayor Swanson discussed the transition process and the possibility of an interim Fire Chief. An idea was brought to Swanson for an interim Fire Chief, being someone currently on the Fire Department that does not want the Fire Chief position. Case asked City Council about salary ranges for this position. Rush stated as the Fire Department liaison, the fire department would like to keep elections going forward and that the SOP should be left as is. Rush would like Fire Department feedback about whether elections should be held or not. City Attorney, Ruppe, stated that they do not recommend fire department elections. Ruppe stated that liability and

complexities exist in Fire Department elections. Ruppe went on to say that the City Council is the employer of the Fire Department and Ruppe stated again that liability does exist when hiring a Fire Chief with a vote. Swanson is requesting a motion for Case to have a discussion with the Fire Fighters on an interim Fire Chief. **Walker made a motion to table until the May 6th, 2026 City Council meeting. Rush seconded the motion, motion carried.**

Discuss/Approve/Disapprove Job Descriptions – Case/Rush unanimous to approve job descriptions as amended by the City Council. These job descriptions are for the Fire Chief, Clerk, Deputy Clerk, Public Works Maintenance Supervisor and Public Works Maintenance Technician.

Discuss/Approve/Disapprove Wage for Public Works Technician – Case made a motion for \$28.00 an hour. Walker would like to offer \$29.00 an hour starting wage for the Public Works Technician. **Case took \$29.00 as a friendly. Walker seconded the motion, Rush disapproved, motion carried** for \$29.00 an hour.

Discuss MNPFL Update from Auditors – Rush/Walker unanimous to approve MNPFL contract from Auditors not to exceed \$300.00.

Discuss/Approve/Disapprove Baldwin Fire Foundation Park Rental on June 9th, 2026 – Rush/Walker unanimous to approve Baldwin Fire Foundation Park Rental on June 9th, 2026. There will be no fee charged for this rental. **Case abstained, motion carried.**

Discuss/Approve/Disapprove Website Renewal Contract – Case/Walker unanimous to approve Town Web 3-year contract for a total annual fee of \$2,420.00.

Discuss/Approve/Disapprove Public Works Supervisor Attending Interviews – Rush requested Public Works Supervisor be involved in the Public Works Maintenance Technician interviews. The interviews for the Public Works Maintenance Technician have been already completed by Case and Walker.

Discuss/Approve/Disapprove Resolution 26-11 and Contract, Resolution to Support Princeton Football – Case made a motion to approve Resolution 26-11 and Contract minus the indemnification clause. **Walker seconded the motion, Rush disapproved, motion carried.**

Discuss/Approve/Disapprove Resolution 26-12 and Contract, Resolution to Support Princeton Youth Hockey - Case made a motion to approve Resolution 26-12 and Contract minus the indemnification clause. **Walker seconded the motion, Rush disapproved, motion carried.**

Announcements:

- a. Local Board of Appeal and Equalization Thursday, April 16th, 2026 at 3:00 p.m.
- b. Park Committee Meeting Thursday, April 16th, 2026 at 7:00 p.m.

- c. Planning Commission Meeting Wednesday, April 22nd, 2026 at 7:00 p.m.
- d. Clean-Up Day Saturday, May 2nd, 2026 from 8:00 a.m. to 11:00 a.m.
- e. Next City Council Meeting, Wednesday May 6th, 2026 at 7:00 p.m.
- f. ISD# 477 Special Election Tuesday, May 12th, 2026 from 7:00 a.m. to 8:00 p.m.

Any Other Business:

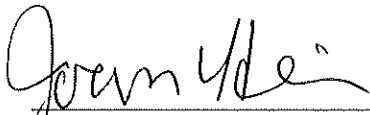
Swanson communicated that P2 in the City of Princeton will vote at City Hall on May 12th, 2026 for the ISD# 477 Referendum.

Swanson communicated that a AED has been installed at City Hall.

Swanson discussed the floor plan for the addition/remodel of the City Hall, Fire Department and Public Works Area.

Approve Bill for Payment – Rush/Walker unanimous to approve check number 29422 – 29453 for \$78,345.93 and 7 EFT Payments for \$5726.20 for a total of \$84,072.13.

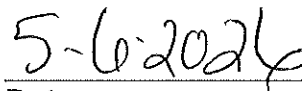
Adjourn – Rush/Walker unanimous to adjourn at 10:12 p.m.



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



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



Date

Attendees: Phil Holland, Katherine Gove, Peggy Patten, Charles & Danielle McConoughay, Andy Schreder, Delmas Hines, Todd Tarvested, Connor Loscheider, Laura Anderson, Mike Anderson, Lance Soderholm, Jeff Larson, Tom McCarty, Cartrell Cooper and Bruce West