



BALDWIN CITY COUNCIL REGULAR MEETING

July 1st, 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 July 1st, 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/Walker unanimous to approve as amended.

July 2026 Preliminary Treasurer's Report – The Deputy Clerk/Treasurer reported a beginning balance of \$1,695,662.67, no receipts yet for the month of July, disbursements of \$206,563.81, leaving an unaudited ending balance of \$1,489,098.86.

Sheriff's Report – Deputy Wilson reported a total of 278 calls for service in the City of Baldwin for the month of June 2026. These calls consisted of 6 motor vehicle accidents, 44 traffic stops, 60 additional patrols were performed, and the rest was miscellaneous calls for service. No thefts or burglaries were reported. Young Park was vandalized and police report was filed.

Fire Department Report - Fire Chief Robin Fischer reported a total of 42 calls for the month on June 2026. These calls consisted of 36 medicals, 1 fire, 1 mutual aid, 2 alarms and 1 personal injury accident. There were 3 calls for Blue Hill Township. Pancake Breakfast on Sunday, June 28, 2026, was very successful.

Discuss/Approve/Disapprove Elected Fire Chief, Robin Fischer Effective 6/9/2026
Holm made a motion to approve elected Fire Chief, Robin Fischer. Rush seconded. Case disapproved. Motion carried 4-1.

Discuss/Approve/Disapprove Elected Assistant Fire Chief, Brian Torborg Effective 6/9/2026 - Rush/Holm unanimous to approve elected Assistant Fire Chief, Brian Torborg.

Discuss/Approve/Disapprove Elected Captain 5, Connor Loscheider Effective 6/9/2026 - Holm/Rush unanimous to approve elected Captain 5, Connor Loscheider.

Discuss/Approve/Disapprove Using Cell Tower Funds to Pay for First Due -

Assistant Fire Chief Brian Torborg explained that First Due is a cloud-based system that tracks calls, training, maintenance, and other reports. Case noted that this system can grow as the city grows and can be used by public works. Case asked for contract options and if there is a yearly percentage increase. The first year is \$7550, after that it is \$1000 a year. **Holm/Rush unanimous to approve** First Due and using cell tower funds to pay for the first year.

Discuss/Approve/Disapprove Donation for Fire Dance Liquor License Fee and Insurance - Rush/Holm unanimous to approve donation for Fire Dance Liquor License and Insurance fees up to \$1100.

Discuss/Approve/Disapprove Changing the Fire Department Liaison to Scott

Case- Swanson stated that Case has a background in fire and Rush has stated he is not going to run for another term. Rush stated he would like to remain the liaison. Rush has concerns about Case taking over as liaison due to personality conflicts with the new chief. Case stated qualifications should be looked at for a change in the liaison. **Holm motioned to disapprove** changing the Fire Department Liaison for the remainder of the term. **Walker seconded.** Swanson stated that Case as Fire Department Liaison makes sense and it is not to upset anyone. Rush stated once a new city council gets voted in, they can make a decision on reorganization. **Swanson approved. Motion carried to disapprove 4-1.**

Public Comment Requests - None.

Approval of Consent Agenda - Rush/Walker unanimous to approve Consent Agenda.

- Approve Road Workshop Meeting Minutes for June 11th, 2026
- Approve Special City Council Meeting Minutes/Employee Reviews for June 16th, 2026
- Approve City Council Meeting Minutes for June 17th, 2026
- Approve Baldwin Newsletter for July - September 2026
- Approve Resolution 26-18; Application for Exempt Bingo and Raffle Permit for Christ Our Light Catholic Parish for event on September 20th, 2026
- Approve Application for One Day Temporary On-sale Liquor License for Christ Our Light Catholic Parish for Event on September 20th, 2026

Planning Items:

Discuss/Approve/Disapprove Conditional Use Permit for Vertical Bridge/The Towers LLC at 28509 128th Street - Full Planning Report on file in the Clerks' Office or online at baldwinmn.gov under Government/Agenda/Minutes/Agenda Packet. Case motioned to approve the Conditional Use Permit for Vertical Bridge/The Towers LLC

at 28509 128th Street. **Swanson seconded.** Alex Trueman representing Vertical Bridge was asked to explain how the location of the cell tower was selected. Swanson discussed the concerns of the residents. Holm requested clarification on the residential area definition. City Planner Licht stated the current deadline for City Council action is August 28th, 2026 for this application. **Case rescinded his motion and motioned to table** until the July 15th, 2026 City Council meeting. **Swanson seconded. Motion carried.**

Discuss/Approve/Disapprove Dvoracek Variance at 28506 97th Street - Full Planning Report on file in the Clerks' Office or online at baldwinmn.gov under Government/Agenda/Minutes/Agenda Packet. Rush/Walker unanimous to approve Dvoracek Variance at 28506 97th Street.

Discuss/Approve/Disapprove Coen Variance at 14203 285th Street - Full Planning Report on file in the Clerks' Office or online at baldwinmn.gov under Government/Agenda/Minutes/Agenda Packet. Holm/Case unanimous to approve Coen Variance at 14203 285th Street.

Discuss/Approve/Disapprove Resolution 26-19; Adopting a Comprehensive Plan Update - City Planner Licht presented the draft Comprehensive Plan. Discussion was had about the zoning map. Case/Walker unanimous to approve Resolution 26-19, Adopting a Comprehensive Plan Update.

Discuss Code Enforcements -

PID# 01-00009-3210 - Junk and Debris, The Planning Company (TPC) requests to send step 1 code enforcement letter.

PID# 01-00486-0210 - ATV Track, The Planning Company (TPC) requests to send step 1 code enforcement letter.

PID# 01-00007-3101 - ATV Track, The Planning Company (TPC) requests to send step 1 code enforcement letter.

PID# 01-00535-0010 - ATV Track, The Planning Company (TPC) requests to send step 1 code enforcement letter.

With additional 7 administrative notices and 1 second citation. Inspections will be done next week. **Rush/Case unanimous to approve** above enforcement requested actions.

Park Committee Report -

Discuss/Approve/Disapprove Park Committee Member; Lester Kriesel's Resignation, Effective October 16th, 2026 - Rush/Walker unanimous to approve Lester Kriesel's resignation, effective October 16th, 2026. Swanson requested a thank you letter sent to Lester.

Discuss/Approve/Disapprove Park Committee Appointment of Krista Reinke - Case/Walker unanimous to approve Park Committee Appointment of Krista Reinke.

Cemetery Update -

Discuss/Approve/Disapprove Cemetery Sexton; Lester Kriesel's Resignation, Effective March 1st, 2026 - Rush/Walker unanimous to approve Lester Kriesel's resignation, effective March 1st, 2026.

Tabled Items:

Discuss/Approve/Disapprove Quote from NSU for Telemetry Units - Rush/Walker unanimous to table until July 15th, 2026.

Discuss/Approve/Disapprove Pay Increase/COLA for Employees - Case discussed increases for the Clerk and Deputy Clerk to bring salaries up to average amounts for surrounding areas. Swanson stated other cities have accreditations to base their salaries off of. **Case motioned to give 15% increases to the Clerk and Deputy Clerk. Swanson seconded.** Case stated there should be steps implemented to help with the pay increases for the future. **Rush disapproved. Motion carried 4-1.**

Discuss City Owned Land on County Road 9 and 45 - Case stated that the infrastructure committee is discussing this land and the remodel and that there would not be an infrastructure committee if this land was not on the table. Case stated that three companies are giving estimates on the remodel. Swanson stated the numbers will be brought to the infrastructure committee to continue discussion. Holm stated he wants to make sure that we get an honest look at the remodel to give to the infrastructure committee. Case stated this information is not fixed and we can make changes as we go. Swanson stated that the drawings can be changed as they are just a concept. Swanson went on to say that the 30 acres was purchased with the thought that the city was going to use it, not sit on it.

New Business:

Discuss/Approve/Disapprove Eliminating Direct Deposit for Fire Department Payroll - Case stated the monthly cost for having direct deposit is \$75 a month even though the city only does direct deposit for the fire department twice a year. Case recommends doing direct deposit for this July payroll. Rush asked to bring this to the Fire Departments attention. **Holm/Case unanimous to table** until the July 15th, 2026 City Council meeting.

Discuss CIP for the City of Baldwin - Case stated the city should consider a CIP (Capital Improvement Plan) so that the city can use it to get a rural development loan and have options for the future. City Planner Licht stated a CIP is beneficial to have so that all departments can inventory and prioritize future needs of the city. **Case/Walker unanimous to approve** City Planner Licht start preparation for the CIP.

Discuss Scheduling an open House for 100th Street Residence Regarding Road Project - Walker requested to schedule an open house for 100th Street residents as a

lot of the residents are in disagreement with the right-of-way. Rush stated letters were sent out with incorrect information and that's where the confusion came from. Rush disagrees with hosting another open house as the engineering fees have been too high. Rush went on to say if the residents on 100th Street do not want to sign the agreements; the city should focus on 297th. Swanson stated an idea would be to put stakes in the right-of-way to show the residents on 100th street where the easements are. Swanson went on to discuss imminent domain. Case asked for clarification on the cost of trees versus the cost of imminent domain. City Planner Licht clarified how imminent domain works. Holm discussed the safety of the road. The open house for 100th street residents should not be scheduled until a cost estimate is received. **Holm motioned to have the engineer estimate costs of 100th Street survey with stakes. Walker seconded. Rush disapproved. Motion carried 4-1.**

Discuss/Approve/Disapprove Survey on 100th Street - Case/Holm unanimous to table 100th Street survey until the July 15, 2026 City Council meeting.

Remove Dead Tree at Elk Lake Rain Garden - Public Works is requesting to get quotes to cut down a large dead oak tree at the Elk Lake Rain Garden. **Walker/Holm unanimous** to get quotes for the removal of the dead oak tree at Elk Lake Rain Garden.

Discuss/Approve/Disapprove Zero Turn Mower for Public Works - Walker stated the pump is out on one of the mowers and about to go out on the other mower. These mowers are old and are hard to get parts. The cost for one pump is \$1600. Quotes for Zero Turn Mowers were provided; Gravely for \$8,699 and Ferris for \$10,099. **Rush/Walker unanimous to approve** purchase of the Ferris Mower for \$10,099.

Discuss/Approve/Disapprove Frontier Trails Aerator Replacement \$874.78 - Case/Rush unanimous to approve new aerator replacement for \$874.78.

Discuss Poly-flex - Hakanson Anderson is requesting clarification on if the poly flex is needed for crack sealing. **Rush/Walker unanimous to approve** poly flex for crack sealing.

Discuss Pets at City Hall - Rush would like to discuss having pets at City Hall. Holm stated discretion should be used when bringing pets into the building. Rush stated liability issues if a dog bites a resident. This is only for discussion at this time.

Discuss Chip Sealing - Rush requested to get estimates for West Elk Lake, Lake Diann, and South Sandy for chip seal. **Rush/Walker unanimous to approve** engineering getting estimates for West Elk Lake, Lake Diann, and South Sandy.

Announcements:

- a. City Hall Closed Friday, July 3rd, 2026 in Observance of Independence Day
- b. Special Planning Commission Meeting Wednesday, July 8th, 2026 at 7:00 p.m.
- c. Next City Council Meeting Wednesday, July 15th, 2026 at 7:00 p.m.

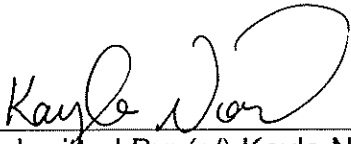
d. July 14th - July 28th, Filing Period Opens for Municipal Offices; Mayor; Four-Year Term and Two Positions for City Council; Four-Year Term

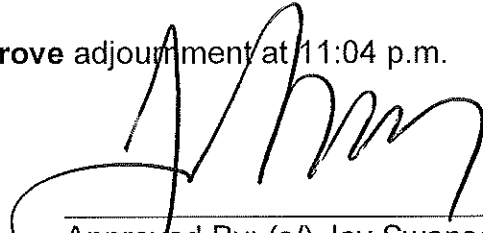
Any Other Business: None.

Approve Bills for Payment - Check numbers 29589 - 29625 for \$215,216.98. Void check number 29470 from May of 2026 and reissue check number 29594 for \$77.48, 3 EFT Payments for \$5,793.91 for a total of \$221,010.89.

Holm requested to hold the reduction of credit for Hardy Homestead due to some concerns with the punch list. Check number 29624 held back for review resulting in a change in total to \$196,974.92. **Rush/Walker unanimous to approve.**

Adjourn - Holm/Rush unanimous to approve adjournment at 11:04 p.m.


Submitted By: (s/) Kayla Nielsen
Deputy Clerk/Treasurer
City of Baldwin


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

7-15-2026
Date

Attendees: Kristie Lacey, Delmas Hines, David Durelle, Chris Durelle, Peter Coen, Tom Croteau, Peggy Croteau, Dan Flynn, Bruce West, Fire Chief Robin Fischer, Assistant Fire Chief Brian Torborg, Connor Loscheider, Tim Dearick, Jan Takata, Gene Dvoracek, Nancy Dvoracek, Julie Weidenborner, and Dave Cowles