



BALDWIN CITY COUNCIL REGULAR MEETING

AUGUST 5th, 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) and City Engineer, Shane Nelson from Hakanson Anderson

Call to Order – The August 5th, 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.

August 2026 Preliminary Treasurer's Report – The Clerk/Treasurer reported a beginning balance of \$1,832,685.82, receipts of \$5106.00, disbursements of \$271,364.38 leaving an unaudited ending balance of \$1,566,427.44.

Sheriff's Report – Deputy Wilson reported a total of 270 calls for service in the City of Baldwin for the month of July 2026. There were no burglaries or thefts reported. These calls consisted of 3 motor vehicle accidents, the fire department was assisted on 6 calls, 14 medicals, 63 traffic stops, and 32 requests for additional patrols were performed. The investigation into damage at Young Park has been completed. The Sheriff's Office is waiting for estimates for the damages in order to prosecute.

Deputy Wilson communicated that there was an individual on a scooter on County Road 38 with cognitive issues and issues with traffic safety. Deputy Wilson said the issue is hopefully resolved, and additional information probably shouldn't be discussed in a public forum.

Mayor Swanson asked about jurisdiction in Baldwin's industrial park. Discussion was if these calls should go to the Princeton Police Department or Sherburne County Sheriff. Deputy Wilson stated this would be the City of Princeton Police Department. Deputy Wilson will ensure this area is properly flagged in the Sherburne County system.

Fire Department Report - Captain Holland reported a total of 26 calls for service in the City of Baldwin for the month of July 2026. These calls consisted of 2 fires, 1 grass fire, 1 vehicle fire, 18 medicals, 1 personal injury and 3 alarm/atmosphere. One recent grass

fire was paged out as such but ended up being a structure fire which received mutual aid from Zimmerman and Princeton.

Discuss/Approve/Disapprove Cost Modification for Pool Fill and Fire Department Water – Captain Holland stated that they would like to eliminate well water from the pool fills. Holland would do first load as chlorinated water for ice rink fills and well water after that. This would eliminate the chlorinated water being dumped. Case requested a spreadsheet breakdown of exact numbers and costs to ensure the service does not cost taxpayers money and firefighters are adequately compensated.

Captain Holland will bring this information to the next City Council meeting.

Rush/Walker unanimous to approve modifications to pool fill water costs as presented by Captain Holland.

Discuss Fireman's Dance 2026 – Fire Fighter, Lance Soderholm discussed the fireman's dance for 2026. Soderholm also provided a map of the setup for the Fireman's dance on August 29th, 2026. Some of the topics that were presented included operations, safety plans, security, entrance procedures, parking, event sales, vendors and shuttles from the neighboring church. Apparatus will be positioned in front of City Hall in response order if the department receives a call for service during the event.

Public Comment Requests:

- Scott Schmidt, 14215 285th Avenue NW – Encroachment Agreement for Access on City Property by Elk Lake. Schmidt would like an encroachment agreement so work could begin. Swanson requested a written statement on what work will be done. This was also requested by our City Attorney. Rush stated he is in favor of giving Schmidt access. Walker agrees with Rush. Swanson will reach out to City Attorney to make sure the city is positioned in the correct direction to proceed with this request. **Rush/Walker unanimous to approve** city staff drafting encroachment agreement. City Engineer, Nelson, stated that he doesn't feel there is a definition of what work needs to be done. Licht recommends that there is DNR, Engineer and Zoning approval beforehand. After Schmidt heard what the City Engineer and City Planner said, he is withdrawing his application/request. **The previous motion was rescinded and unanimous to disapprove.**
- Richard Leininger, 9948 284th Avenue NW Sandy Lake Beach – Requesting the gate at Sandy Lake Beach be opened so boats could be put into the lake, and people could utilize for ice fishing etc. There was recently a sign placed by the city that the gate would be closed year-round. **Rush/Case unanimous** to table this until the September 2nd, 2026 City Council meeting.
- Vince Cruz, 9942 284th Avenue – The city requested an easement for Sandy Lake project from Cruz. City Engineer, Nelson, stated that there have been some delays in the project due to getting the correct insurance from the contractor that was acceptable to the city. There is also a delay on getting the manhole cover. Nelson stated that this project will be completed this year. Cruz asked about the paving of the loop by Sandy Lake. Swanson stated this is a large project and needs to be scheduled with another large project.

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

- Approve Budget Meeting Minutes for July 13th, 2026
- Approve City Council Meeting Minutes for July 15th, 2026
- Approve Special City Council Meeting Minutes for July 27th, 2026
- Approve City of Baldwin Salary & Payment Schedule
- Approve Building Permit Report for May and June 2026
- Approve Resignation for Planning Commissioner, Chad Gerads
- Approve Resolution 26-26 for Revised Site and Building Plans for Andy's Electric (PID# 01-00009-3105)
- Approve Resolution 26-27 Amending a Conditional Use Permit for Burell Consulting/AT&T Mobility (28829 104th Street)

Public Hearing – Adoption of an Interim Ordinance Imposing a Moratorium and Authorizing Study of Telecommunication Antennas and Antenna Support Structures, Ordinance 2026-10.

Case/Rush unanimous to approve opening the public hearing at 7:54 p.m.

There was no one present requesting to speak during the public hearing.

Case/Walker unanimous to approve closing the public hearing at 7:55 p.m.

Rush/Case unanimous to approve Ordinance 2026-10 for adoption of an interim imposing a moratorium and authorizing study of telecommunication antennas and antenna support structures.

Planning Items:

Discuss/Approve/Disapprove Resolution 26-25; Preliminary Plat and Final Plat Approval to be known as Buck Creek - Full planning report available on Baldwin's website, [baldwinmn.gov/Government/Agenda & Minutes/Agenda Packet](http://baldwinmn.gov/Government/Agenda%20&%20Minutes/Agenda%20Packet).

Rush/Walker unanimous to approve Resolution 26-25.

Discuss Code Enforcements:

Step 1 Letter:

13975 302nd Avenue-RV used as dwelling

29974 128th Street-Shipping containers

Stephen Rohloff-RV used as dwelling

Administrative Notice:

9806 284th Avenue-Junk, debris, inoperable vehicles

13938 302nd Avenue-Inoperable vehicles

Citation:

31232 127th Street-Junk, debris, inoperable vehicles

30867 103rd Street-Race track

Case/Walker unanimous to approve above enforcements.

Discuss Abandoned Dog at Young Park – Case/Walker unanimous to approve removing this off our website and at City Hall. This incident was not resolved and has been a couple of months since the incident happened.

Park Committee Report - Rush communicated that the Park Committee will be discussing the National Fitness Grant and the Comp plan at the next Park Committee meeting.

Discuss/Approve/Disapprove Split Rail Fence at Sandy Lake Beach up to \$500.00 – Public Works would be installing the fence at Sandy Lake Beach. **Rush/Walker unanimous to approve** split rail fence at Sandy Lake Beach with an expenditure up to \$500.00.

Cemetery Update – Rush communicated that the fill sand has been moved and stated that the markers need to be raised up at the Cemetery. Public Works will be doing this work.

Tabled Items:

Discuss/Approve/Disapprove Quote from NSU of \$14,566.48 for Telemetry Units – Swanson contacted Tyler at NSU and stated the telemetry units are needed to complete daily flow rates at Frontier Trails but is not mandated. Swanson would like to discuss this with Sherburne County further. **Rush/Walker unanimous to table** until the September 2nd, 2026 City Council meeting.

New Business:

Discuss/Approve/Disapprove Meals for Election Judges – **Rush/Walker unanimous to approve** up to \$600.00 for election judge meals. This motion includes the general election on November 3rd, 2026 as well.

Discuss/Approve/Disapprove Discontinuing Baldwin Newspaper – **Rush/Walker unanimous to approve** discontinuing Baldwin newspaper.

Discuss/Approve/Disapprove Revising Current Newsletter – **Rush/Walker unanimous to approve** proceeding with a quarterly newsletter. This would begin in quarter 4 2026. The ad price would be the same pricing as NowThen.

Discuss/Approve/Disapprove Quotes for New Service Counter at City Hall – **Case/Walker unanimous to approve** Groebner quote for \$1375.00.

Discuss/Approve/Disapprove Request for Proposals for Annual Auditing Services Contract – **Rush/Walker unanimous to approve CarlsonSV** for a three-year contract.

Schedule Budget Meeting – **Rush/Walker unanimous to approve** August 24th, 2026 at 7:00 p.m. The Fire Chief, Assistant Fire Chief and Public Works Supervisor will be invited to attend this meeting.

Discuss/Approve/Disapprove 2026 Crack Sealing Quotes – Rush/Walker unanimous to disapprove quotes for 2026 crack sealing. Nelson would like to reduce the scope of work for 2026 crack sealing. Rush asked how many miles the bid was for, and Nelson stated it was 9 ½ miles. Nelson stated the price was substantial due to gas prices, bidding late in the year and the conditions of the roads. Recommendation would be to do 5 miles of roads. **Rush/Walker unanimous to approve** City Engineer, Public Works, Rush and Walker working together on these roads and to reduce the scope of work.

Discuss/Approve/Disapprove 2026 Micro Surfacing Quotes – Rush/Walker unanimous to approve Resolution 26-28 for Asphalt Surface Technologies bid of \$355,423.99.

Discuss/Approve/Disapprove Sandy Lake Time Extension Change Order – Case/Rush unanimous to approve change order for Sandy Lake project with a completion date of September 18th, 2026

Discuss/Approve/Disapprove Taking Over Outdoor Warning Sirens from Sherburne County – Sherburne County will be decommissioning the County sirens. The City currently has 5 active sirens and Sherburne County is asking if these want to be transferred to the city starting January of 2027. Rush stated the sirens are for safety reasons and would like to keep the sirens. **Case made a motion** to transfer the sirens to the city. **Walker seconded the motion, motion carried.**

Discuss/Approve/Disapprove Quote from NSU for Frontier Trails WWTF Permit Reissuance Submittal of \$1980.00 – Rush/Walker unanimous to approve quote from NSU for WWTF permit submittal of \$1980.00.

Discuss IT Security and Upgrades – Case discussed the recent cyber-attacks in many cities in Minnesota. The recommendation would be for the city to upgrade security. This would be new servers and any other projects needed to achieve additional layers of security. The clerk will reach out to Sherburne County for IT support. **Rush/Walker unanimous to approve** Case working with Clerk on these upgrades.

Discuss/Approve/Disapprove Cutting Edges for Case Loader \$1259.60 – Rush/Walker unanimous to approve cutting edges for Case Loader of \$1259.60.

Discuss/Approve/Disapprove signs for Sandy Lake and Lake Diann – Case/Walker unanimous to approve signs for Sandy Lake and Lake Diann.

Announcements:

- a. Primary Election Tuesday, August 11th, 2026. Polls Open from 7:00 a.m. to 8:00 p.m.
- b. City Council Meeting with the Planning Commission Wednesday, August 12th, 2026 at 7:00 p.m.
- c. Next City Council Meeting Wednesday, August 19th, 2026 at 7:00 p.m.
- d. Baldwin Fire Dance August 29th, 2026 from 8:00 pm. To Midnight

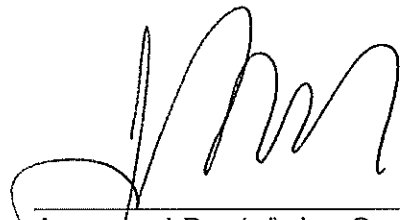
- e. Baldwin Fire Department Open House September 12th, 2026 from 11:00 a.m. to 3:00 p.m.
- f. Baldwin FunFest September 19th, 2026 from 11:00 a.m. to 3:00 p.m. held at Young Park
- g. Swanson communicated that he was at National Night Out and commended all the firefighters.
- h. Retirement party for former Fire Chief is August 7th, 2026 starting at 5:00 p.m.
- i. Public Accuracy Testing at Sherburne County is August 6th, 2026 from 9:00 a.m. to noon.

Any Other Business - None

Approve Bills for Payment – Rush/Case unanimous to approve check numbers 29669 – 29725 for \$271,327.22. Check number 29670 for \$1170.63 was a reissued check from July 2026 which was originally an EFT payroll check for the Fire Department, 8 EFT payments of \$22,432.49 for a total of \$293,759.71.

Adjourn – Rush/Case unanimous to approve adjourning at 9:17 p.m.


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


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

8-19-2026
Date

Attendees: Bruce West, Scott Schmidt, Delmas Hines, Vince Cruz, Richard Heininger, Lance Soderholm, Andy Franey, Phillip Holland, Julie Weidenborner and David Jurek