CITY OF BALDWIN

BALDWIN CITY COUNCIL REGULAR MEETING

AUGUST 19th, 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), City Attorney; Bob Ruppe from Couri & Ruppe, City Engineer; Sam Jochum from Hakanson Anderson

Call to Order – The August 19th 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 Final Treasurer's Report – Beginning balance of $1,715,799.35, receipts of $494,862.14, disbursements of $376,955.67; check number 29595 – 29670, 16 EFT Payments, 36 ACH payments for Fire Department payroll, leaving an unaudited ending balance of $1,833,705.82.

August 2026 Preliminary Treasurer's Report – The Clerk/Treasurer reported a beginning balance of $1,833,705.82, receipts of $36,693.28, disbursements of $347,932.12 leaving an unaudited ending balance of $1,522,466.98.

Public Comment Requests:
Robert Rasmussen – 12493 249th Avenue NW Zimmerman, Mr. Rasmussen attending tonight's City Council meeting with a concern regarding a resident living in camper and unapproved septic and water to this facility. Baldwin's City Attorney sent a letter to the resident in January of 2026 about using a camper as residency. The file was closed due to not being aware that the property owner was dumping sewage and/or nuisance on the property. City Planner, Licht, met with the property owner after the January 2026 letter and the property owner stated that they were going to seize using the camper as a dwelling. City Attorney, Ruppe, said the next step would be initiating a lawsuit which is a summons and complaint and the lawsuit would be served. There would also be an abatement agreement drafted stating that enforcement actions would be stopped if the resident stops living in the camper. City Attorney, Ruppe stated this is an accusation and the challenge is the obtaining a burden of proof. Ruppe stated that the Building Official, Legal and the Zoning Administrator need to gather information on Ordinance

violations. **Case/Rush/approved** City Staff working on this and initiating, **Holm disapproved, motion carried with a 4-1 vote** for City Staff to initiate lawsuit for violation against Nuisance Ordinance, Building, Septic and Zoning Violations.

Minnesota House Representative, Bryan Lawrence Update – Minnesota State Representative Bryan Lawrence attending tonight's City Council meeting to give updates at the State level. Representative Lawrence wanted to extend a sincere thank you to the City Council for serving, the retired Fire Chief, all the guests at tonight's meeting and the cities Election Judges. Holm asked about the LGA funding and Lawrence stated that the State formula did not qualify Baldwin for LGA funding. The formula negatively impacts Baldwin due to a low percentage of homes built before 1940. Lawrence had discussions at the State level and future year funding might be zero due to Baldwin's tax and population base. Swanson asked about the fraud in Minnesota. Lawrence stated that the Federal Government is on the front line for the investigation on Minnesota fraud. Additional discussion and questions were asked regarding the Paid Family Leave Program.

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

- Approve City Council Meeting Minutes for August 5th, 2026
- Approve Plastic Bin at City Hall for Civic Betterment Club to Recycle Plastic Bags

Engineering:

Discuss/Approve/Disapprove Construction Pay Application No. 3 for the 2026 Street Reconstruction Project – Rush/Walker unanimous to approve pay application no. 3 for the 2026 Street Reconstruction Project of $4,460.45.

Discuss 2026 Crack Filling Project Update – City Engineer, Jochum, updated the City Council that Nelson with Hakanson Anderson met with Baldwin's Public Works Supervisor. This meeting was to substantially reduce the scope of the crack filling project to fit within the city's budget limitations.

Discuss/Approve/Disapprove Survey for 303rd Avenue – Hakanson Anderson provided a cost for staking the proposed right-of-way easement on 303rd Avenue. Based on the scope of work, their survey department estimated the total cost to be $13,250.00. Rush discussed putting something more permanent for staking so the survey would not need to be done in the future. Swanson stated that the survey is done electronically and wouldn't need to be done again. **Case/Rush unanimous to approve c**ompleting the survey on 303rd Avenue with an expenditure of $13,250.00.

Frontier Trails Update:

Discuss July 2026 Wastewater Operation Summary – The Frontier Trails Wastewater Operation Summary indicated that the site is operational.

Discuss July 2026 Revenues/Expenditures for Frontier Trails SSD – Swanson reported Frontier Trails financials of $21,577.17 revenues which included 1st 2026 tax payment. The expenditures for July 2026 were $11,132.15.

Road Report:

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

Discuss Failed Driveways – There have been 3 driveways that have recently failed more than 2 times. When driveways fail Engineering inspections, this incurs additional engineering charges. City Attorney, Ruppe, stated that more security should be obtained for multiple engineering inspections. **Rush/Case approved** City Staff working on the legal language on Baldwin's driveway application. **Holm disapproved. Motion carried with a 4-1 vote.**

Discuss Website Communication on Upcoming Road Work – Rush would like communication posted on the city's website regarding upcoming road construction and any work being done on city roads. City Council was in all agreement to have this information posted on our city website.

Tabled Items - None

New Business:

Reschedule Budget Meeting – **Rush/Walker unanimous to approve** rescheduled budget meeting on Wednesday, August 26th, 2026 at 7:00 p.m.

Discuss Code Enforcements – City Attorney requested City Council's approval on reviewing the language in the cities current zoning ordinances which includes the nuisance ordinance. This is needed so that costs can be incorporating in our ordinances to invoice or assess resident properties if there are code enforcement actions or costs. Rush asked if City Staff could send out letters for code enforcements and City Planner, Licht, agreed. **Rush/Walker approved** City Attorney reviewing the language in Baldwin's Ordinances. City Attorney, Ruppe, stated this charge would be under a ½ hour of time**, Holm disapproved, motion carried with a 4-1 vote.**

Discuss Using City Property and TextMyGov Alerts – Rush would like City Council approval on City Property being used for events. Rush would also like the Clerk to send out an email if one of the City Council approves doing a TextMyGov message to residents.

Discuss 90 Day Employee Review for New Hires – Swanson will work with the Public Works Supervisor to schedule a new employee review around September 1st, 2026.

Schedule Truth in Taxation Meeting – Rush/Walker unanimous to approve TNT meeting being held on December 2nd, 2026 before the regular City Council meeting. **Discuss/Approve/Disapprove League of Minnesota Cities (LMC) Grant Navigator Program** – The grant navigator program provides $5,000.00 for member cities to assess grant opportunities and local needs for city projects. Case would like City Staff to contact LMC for recommended grants that are available. Direction from the City Council was to research grants for parks or roads. **Holm made a motion** to disapprove using this for building a municipal liquor store. **Motion failed.**

Discuss/Approve/Disapprove Candidate Forum in Next City Newsletter – Holm/Rush unanimous to disapprove doing a candidate forum in the next city newsletter. **Swanson abstained** from the vote since he is the only candidate for the next City Council election.

Discuss/Approve/Disapprove Directing City Staff and the Planning Commission to Move Forward on Ordinance Update for Generational Housing – Rush/Holm unanimous to approve.

Discuss/Approve/Disapprove Directing City Staff and the Planning Commission to Move Forward on Ordinance Update for Telecommunication Towers – Rush/Case unanimous to approve. Holm communicated that he would like language included for small cell towers in large areas within the City.

Discuss/Approve/Disapprove Directing City Staff and the Planning Commission to Move Forward on Ordinance Update for Nonconforming Shoreland Lot Requirements Using 7 Foot Setbacks – Holm/Case unanimous to approve.

Discuss Playground Equipment at Young Park – Rush/Case unanimous to approve submitting all invoices to Sherburne County for restitution to restore the playground equipment to its original state. **Case/Rush unanimous to approve** restoring playground equipment at Young Park to the original state regardless of what restitution is received. If the restitution does not cover this, the city will file an insurance claim so the playground equipment will be fixed to it's original state before the damages happened.

Discuss/Approve/Disapprove Great Northern Open House at Baldwin City Hall on September 21st, 2026 from 5:30 to 7:00 p.m. Rush/Walker approved, Holm disapproved. Motion carried with a 4-1 vote.

Announcements:

a. Park Committee Meeting Thursday, August 20th, 2026 at 7:00 p.m.
b. Budget Meeting Tuesday, August 25th, 2026 at 7:00 p.m.
c. Infrastructure Committee Meeting Thursday, August 27th, 2026 at 7:00 p.m.
d. Baldwin Fire Dance Saturday, August 29th, 2026 from 8:00 pm. to Midnight
e. Next City Council Meeting Wednesday, September 2nd, 2026 at 7:00 p.m.
f. City Hall Closed Monday, September 7th, 2026 in Observance of Labor Day

g. Baldwin Fire Department Open House Saturday, September 12th, 2026 from 11:00 a.m. to 3:00 p.m.
h. Baldwin FunFest Saturday, September 19th, 2026 from 11:00 a.m. to 3:00 p.m. held at Young Park
i. 2026 Candidate Forums Monday, September 14th, 2026 Meet & Greet at 6:30 p.m. Forum at 7:00 p.m. PAC Center in Princeton.

Any Other Business - None

Approve Bill for Payment – Rush/Case unanimous to approve check number 29726 – 29781 for $69,460.86, 6 EFT payments for $7,106.88 for a total of $76,567.74.

Adjourn - Holm/Rush unanimous to approve adjourning at 8:52 p.m.

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

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

9-2-2026
Date

Attendees: Delmas Hinges, Robert Rasmussen, Bruce West, Pat Baudreau, Neil & Lisa Ness, Bryan Lawrence, Cartrell Cooper, Joss Jondahl and Julie Weidenborner