

**CITY OF BALDWIN
SHERBURNE COUNTY
STATE OF MINNESOTA**

RESOLUTION NO. 26-01

**A RESOLUTION MAKING APPOINTMENTS TO CERTAIN OFFICES AND POSITIONS WITHIN
THE CITY OF BALDWIN FOR THE YEAR, SETTING SALARIES AND EMPLOYMENT TERMS,
AND ESTABLISHING MEETING TIMES**

WHEREAS, the Baldwin City Council desires to make annual appointments to fill certain offices and positions within city government.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Baldwin, Minnesota, establishes the following:

1. That the following persons are appointed by the City Council to the following offices and positions for the year 2026:

MAYOR: Jay Swanson

ACTING MAYOR: Tom Rush

CITY CLERK: Joan Heinen

DEPUTY CLERK: Kayla Nielsen

CITY ENGINEER: Hakansan Anderson

CITY PLANNER: Dan Licht, The Planning Company

ANIMAL CONTROL OFFICER: Online Retrievers

BUILDING INSPECTOR: Rum River Consultants

CITY ATTORNEY: Couri & Ruppe P.L.L.P.

OFFICIAL NEWSPAPER: Union Times

OFFICIAL DEPOSITORIES: Old National Bank

2. City Council members shall have the responsibilities for supervising and directing the staff in the following areas: See City of Baldwin City Council organization listing attached.
 - a. Mayor
 - b. Council Member A
 - c. Council Member B
 - d. Council Member C
 - e. Council Member D

3. City Staff and/or Consultants will attend the boards, commissions and committee meetings as directed by the City Council. Staff who are directed to attend meetings will be compensated based on the City's personnel policies or contractual agreements. Staff who are not directed to attend will not be compensated for their attendance.
4. Regular meetings of the Baldwin City Council for 2026 shall held on the first and third Wednesday of each month. All such meetings shall be held at 7:00 p.m. at the Baldwin City Hall. The City Council may amend this meeting schedule from time to time.
5. Regular meetings of the Baldwin Planning Commission shall be held every fourth Wednesday of each month at Baldwin City Hall at 7:00 p.m.
6. Park committee meetings shall be held every third Thursday of each month at Baldwin City Hall at 7:00 p.m.
7. City Council members shall be compensated as follows:
 - * City Council Meeting Attendance: \$100
 - * City Council Monthly Stipend: \$100
 - * Other: Meeting Attendance as authorized by the City Council: \$100 minimum
 - * Hourly compensation shall be: \$25 per hour, including all meetings exceeding 4 hours.

Mileage for travel to seminars, official functions, and other City business shall be reimbursed in the standard per-mile amount as published by the Internal Revenue Service and modified from time to time.

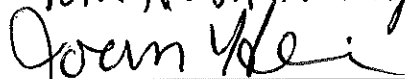
8. Election Judges shall be compensated at \$18 per hour for regular election judges and \$20 per hour for the head election judge.
9. All checks issued by the City shall be signed by the Mayor and City Clerk.
10. That such appointments shall take effect on the date thereof and shall continue until such time as a successor is appointed by the City Council.

Adopted by the City Council of the City of Baldwin this 7th day of January, 2026.



~~Jay Swanson - Mayor~~
City of Baldwin

Tom Rush - Acting Mayor



Joan Heinen - City Clerk/Treasurer
City of Baldwin