



AGENDA FOR APRIL 21ST, 2025
CITY OF BALDWIN REGULAR MEETING
7:00 p.m.
(Revised 4/17/2025)

7:00 p.m. Call to Order

- a. Pledge of Allegiance
- b. Additions/Corrections to Agenda
- c. Approval of Regular Meeting Agenda With/Without Additions/Corrections

Treasurer's Report:

Public Comment Requests:

Approval of Consent Agenda *(Items on Consent Agenda are reviewed in total by the City Council and may be approved through one motion. Any item on the Consent Agenda may be removed by any of the City Council Members for separate consideration.)*

- Approve Deputy Clerk Time Off of April 22nd, 2025
- Approve Clerk Time Off of April 28th, 2025
- Approve Deputy Clerk Attending Minnesota Municipal Clerk's Institute With an Approximate Expenditure of \$1200.00
- Approve Board of Canvass Meeting Minutes of April 14th, 2025
- Approve Termination of Snowplow Drivers for the Season
- Approve Revised Data Request Form

Engineering:

- a. Discuss/Approve/Disapprove Updated Staff Assignments from Hakanson Anderson
- b. Discuss/Approve/Disapprove Request for Quotes for 305th Culvert and Ditch Grading
- c. Discuss/Approve/Disapprove 285th Avenue Curb and Gutter Request for Quotes
- d. Discuss/Approve/Disapprove Wetland Permitting and Paving Repair on 278th Avenue 123rd Street and 120th Street

Frontier Trails Update:

- a. Discuss/Approve/Disapprove Steinbrecher Quote of \$4900.00 for Cleaning of System at Frontier Trails

Road Report – Tom Rush

- a. Discuss Public Works Report
- b. Discuss Street Signs – Scott Case
- c. Discuss/Approve/Disapprove Quote for Removal of 2 Trees on 100th Street (North Sandy Lake) and one on 285th Avenue

Disclaimer: This agenda has been prepared to provide information regarding an upcoming meeting of the Baldwin City Council. This document does not claim to be complete and is subject to change. A quorum of the Baldwin City Council must be present. Five Copies of the agenda and one copy of the packet materials are available for review by the public. The meeting will be video and audio recorded for transcription purposes only.

- d. Discuss/Approve/Disapprove Quote from AMKA for Replacement Items Instead of Speed Bumps
- e. Discuss Culverts Southern Pines and North Elk Lake Loop
- f. Discuss Surface Treatment Plan
- g. Discuss/Approve/Disapprove Estimate of \$1500.00 for Sandy Lake Boat Launch
- h. Discuss/Approve/Disapprove Compactor for Road Repairs/Potholes
- i. Discuss Road Projects for 2025 Summer Build Season
- j. Discuss Quotes for Sink Holes
- k. Discuss/Approve/Disapprove of Hiring Summer Help for Public Works
- l. Discuss/Approve/Disapprove Quotes for Enclosed Trailer – Alan Walker
- m. Discuss/Approve/Disapprove Road Restriction Variance Permit for 136th Street

Tabled Items:

New Business:

- a. Discuss/Approve/Disapprove Up to \$1000.00 to Purchase of T.V. for Streaming Meetings – Scott Case
- b. Discuss Cameras – Scott Case
- c. Discuss/Approve/Disapprove City Council Meeting Minutes for February 24th, 2025 – Jay Swanson
- d. Schedule Employee Reviews – Jay Swanson
- e. Discuss Electric Sign Updates – Tom Rush
- f. Discuss/Approve/Disapprove Revised Contract With Rum River Consultants – Jay Swanson

Announcements:

- a. City Council and Planning Commission Joint Meeting Wednesday, April 23rd, 2025 at 7:00 p.m.
- b. Infrastructure Committee Meeting Thursday, April 24th, 2025 at 7:00 p.m.
- c. Open House for 100th Street and 297th Avenue Thursday, May 1st, 2025 from 7:00 p.m. to 8:30 p.m.
- d. Baldwin Clean-Up Day Saturday, May 3rd, 2025 from 8:00 a.m. to 12:00 p.m.
- e. Next Baldwin City Council meeting is Monday, May 5th, 2025 at 7:00 p.m.

Any Other Business:

Approve Bill for Payment:

Adjourn:

April 2025

Fund	Transfers					Balance No		
	Begin April 2025	Receipts	Disbursements	Rec/Disb	Journal Entries	JE Payroll	Investments	Balance
10100 - Bremer								In Bal
101 - General Fund								In Bal
225 - Cemetery Fund								In Bal
250 - Fire Operations								In Bal
275 - Street Capital								In Bal
301 - G.O. 2017A								In Bal
302 - G.O. 2024A								In Bal
401 - Capital Project Fund								In Bal
402 - Fire Services								In Bal
403 - Fire Capital								In Bal
404 - Parks Capital Fund								In Bal
602 - Sewer Fund								In Bal
801 - Developers Account - Escrow								In Bal
802 - Baldwin Estates Escrow								In Bal
803 - Misty Hollow Escrow								In Bal
804 - Buck Run Escrow								In Bal
805 - Sumser Farms 1st Addt Escrc								In Bal
Begin	MTD Amounts	YTD Amounts	MTD Amounts	Begin + YTD				
Receipts	\$588,036.37	\$975,411.07	Investments	\$0.00				
Disbursements	\$48,308.40	\$338,958.14	Petty Cash	\$0.00				
Transfers Rec/Disb	(\$123,628.46)	(\$711,778.00)	Savings	\$0.00				
Transfers JE	\$0.00	\$0.00	Money Market	\$0.00				
JE Payroll	\$0.00	\$0.00	Balance	\$492,362.65	In Balance			

Begin	\$657,396.43	\$975,411.07
Receipt	\$36,692.70	\$290,649.74
Disbursements	(\$57,933.68)	(\$588,149.54)
Transfers Rec/Disb	\$0.00	\$0.00
Transfers JE	\$0.00	\$0.00
JE Payroll	(\$18,119.08)	(\$39,874.90)

word 28509

CITY OF BALDWIN

04/17/25 9:36 AM

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*Check Summary Register©

Checks 28498 - 28536

	Name	Check Date	Check Amt	
10100	Bremer			
28498	Fadden, Phillip E.	4/15/2025	\$1,665.87	
28499	Good, Zachary D.	4/15/2025	\$1,459.07	
28500	Heinen, Joan	4/15/2025	\$2,571.59	
28501	Nielsen, Kayla	4/15/2025	\$1,400.37	
28502	Barker, Jeffrey	4/21/2025	\$182.85	
28503	Dahlstedt, Cynthia	4/21/2025	\$193.37	
28504	Matz, Sharon	4/21/2025	\$203.63	
28505	Mueller, Joyce	4/21/2025	\$201.20	
28506	Stofferahn, Edward	4/21/2025	\$221.10	
28507	Walker, Rosemarie	4/21/2025	\$226.26	
28508	Holm, Jeffrey R.	4/21/2025	\$349.40	
28510	Swanson, Jay C.	4/21/2025	\$461.75	
28511	Rush, Thomas J.	4/21/2025	\$548.40	
28512	AT&T Mobility	4/21/2025	\$224.40	Cell Phone
28513	Burkhardt and Burkhardt	4/21/2025	\$36.30	EMS Sign Entry
28514	Chad Miller	4/21/2025	\$243.46	Fire Training Mileage
28515	Compass Minerals America Inc	4/21/2025	\$2,345.76	Hwy Deicing Salt
28516	Couri and Ruppe PLLP	4/21/2025	\$14,850.00	136th Street Road Agreement
28517	ECM Publishers Inc	4/21/2025	\$870.00	Publishing Sp Election
28518	Ehlers	4/21/2025	\$3,097.50	Chart of Account Coding
28519	Greg Anderson	4/21/2025	\$264.00	132 Gopher Feet
28520	Hakanson Anderson	4/21/2025	\$34,210.65	MSA Aid for 2025
28521	Health Partners	4/21/2025	\$3,177.77	PW Health Insurance
28522	Jake's Top Notch Tree Service	4/21/2025	\$2,200.00	278th West of Hwy 169
28523	Kayla Nielsen	4/21/2025	\$5.60	Mileage
28524	Mary Beth Torborg	4/21/2025	\$690.00	40 Hour EMT Refresher Course
28525	Metro Sales Inc	4/21/2025	\$74.31	FD Copier
28526	Midcontinent Communications	4/21/2025	\$489.09	Telephone and Internet Charges
28527	Minnesota Child Support Pymt	4/21/2025	\$439.77	04152025 Payroll
28528	MN Dept of Labor and Industry	4/21/2025	\$731.26	Quarter 1 2025 Building Permit Surcharge
28529	MPCA	4/21/2025	\$495.00	2025 Water Permit Annaul Fees
28530	NE Sherburne Fire and Rescue	4/21/2025	\$190.00	Donations for Mike Brinwall Fire Relief
28531	Petty Cash	4/21/2025	\$33.55	04272023 Mailing to MATIT
28532	Princeton Gas	4/21/2025	\$116.92	Ice Frontier Trails SSD
28533	Riverland Community College	4/21/2025	\$720.00	Fire School Torborgs and Chad Miller
28534	Sherburne County Attorney's Of	4/21/2025	\$66.65	Prosecution Fees
28535	The Planning Company LLC	4/21/2025	\$11,172.50	Zoning Admin
28536	TW Hauling and Excavating Inc	4/21/2025	\$1,000.00	Apron and Culvert Repair 284th
Total Checks			\$87,429.35	

CITY OF BALDWIN

04/17/25 9:40 AM

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***Check Summary Register©**

Batch: 032025PeraCC,04072025CC,041525 BiWeek,041525 PAYROLL BIWEE,041525BiWeek,TB PC Fire Sexton

Name	Check Date	Check Amt
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10100 Bremer

40e	EFTPS	4/9/2025	\$1,045.09	PC Fire CC Sexton TB 04072025
41e	Pera	4/9/2025	\$105.00	032025 City Council Pera
42e	Minnesota Dept of Revenue	4/9/2025	\$73.18	032025 City Council State
45e	EFTPS	4/15/2025	\$2,623.25	04152025 BiWeekly Payroll
46e	Minnesota Dept of Revenue	4/15/2025	\$484.05	04152025 BiWeek Payroll
47e	Pera	4/15/2025	\$1,473.23	04152025 BiWeekly Payroll
	Total Checks		\$5,803.80	

Class Registration Receipt

A Member of Minnesota State Colleges and Universities
Please contact the campus at the bottom of the invoice if you have questions.

Receipt for Payment
Receipts #: 553523
Phone:
Tax ID #: 41-1687554
Email:

City of Baldwin
Nielsen, Kayla
30239 128th St NW
Baldwin, MN 55371

Receipt

# - ID - Section	Item /Participant	Cost	Amt. to pay
MMCI - 217885.1 - 2025	MMCI: Year 1 Kayla Nielsen	\$640.00	\$640.00

Price	\$640.00
Net Total	\$640.00

Payment Date 4/11/2025

Payment Method

Visa-XXXX-6425	\$640.00	Paying Now	\$640.00
		Remainder Due	\$0.00

Class Details

Item	Start / End Date & Times	Sess.	Days	Location
MMCI: Year 1 (View Schedule)	5/5/2025 to 5/9/2025 to	5	Varied Schedule	

2025 Minnesota Municipal Clerks Institute Agenda

Heritage Center of Brooklyn Center

(NO Whova this year)

Monday, 6:00 – 7:00 PM: Welcome Social Thursday, 6:45-9:00 PM: Banquet & Entertainment

Registration: Main Entrance 1

Meals, Breaks, Social Hour, and Banquet: Carriage Hall A

Combined Sessions in Garden City Ballroom for Years One, Two, & Three: Thursday, 2:45 – 5:45 PM

YEAR ONE – Carriage Hall B

<i>Sunday, May 4</i>	<i>Monday, May 5</i>	<i>Tuesday, May 6</i>	<i>Wednesday, May 7</i>	<i>Thursday, May 8</i>	<i>Friday, May 9</i>
4:30-7:00 PM – Early On-Site Registration	6:45-7:30 AM – Breakfast 7:00-7:30 AM – On-Site Registration 7:30-7:45 AM – Carriage Hall A WELCOME/INTRODUCTION Kassidi Andres, MN Institute Director Margaret Webb, MCFOA Institute Comm Chair 7:45-10:30 AM Open Meeting Law <i>Melissa Manderschied</i> 10:30 AM BREAK 10:45 AM-12:30 PM Elected Officials <i>Kyle Hartnett</i>	6:45-7:30 AM – Breakfast 7:30-10:30 AM Fund Accounting & Budget Preparation Pt I <i>Jessi Sturtz & Julie MacLackins</i> 10:30 AM BREAK 10:45 AM-12:30 PM Fund Accounting & Budget Prep. Pt II, Round Table <i>Kary Tillmann</i>	6:45-7:30 AM – Breakfast 7:30-10:30 AM Minute-Taking, Meetings, Parliamentary Procedure <i>Amber Eisenschenk</i> 10:30 AM BREAK 10:45 AM-12:30 PM Effective Interpersonal Communication <i>Roseanna Ross</i>	6:45-7:30 AM – Breakfast 7:30-10:30 AM Intergenerational Comm <i>Scott Nelson</i> 10:30 AM BREAK 10:45 AM-12:30 PM Liquor Licensing Level 1 <i>Mike McManus & Kellie Murray</i>	6:45-7:30 AM – Breakfast 7:30-10:15 AM Elections Training <i>Paul Linnell</i> 10:15 AM BREAK 10:30 AM-12:45 PM HR Issues & Approaches <i>Elise Helfort</i> Adjourn 12:45 PM (Assessment Deadline: Friday, May 23 rd at 11:59 PM)
	12:30-1:15 PM - LUNCH Carriage Hall A 1:15-2:45 PM Building Relationships with Decision Makers <i>Marshall Meier</i> 2:45-3:00 PM BREAK 3:00-5:30 PM Key Employment Law Issues <i>Betsy Lund Ross</i> 6:00-7:00 PM – Welcome Social Carriage Hall A	12:30-1:15 PM - LUNCH Carriage Hall A 1:15-3:30 PM Capital Planning & Budgeting <i>Nick Anhut & Dan Tienter</i> 3:30 PM BREAK 3:45-5:30 PM Working w/Vol. Fire Depts <i>Troy Walsh</i>	12:30-1:15 PM - LUNCH Carriage Hall A 1:15-3:30 PM Effective Listening <i>Marshall Meier</i> 3:30 PM BREAK 3:45-5:30 PM Fundamentals Of Data Practices <i>Taya Maxley</i>	12:30-1:15 PM - LUNCH Carriage Hall A 1:15-2:30 PM Minnesota Property Taxes <i>Doug Green</i> 2:30 PM BREAK 2:45-5:45 PM Municipal Issues in Garden City <i>Scott Nelson</i> 6:45-9:00 PM Banquet in Carriage Hall A	

You're all set, Kayla!

Confirmation number: 93701953

We sent the details to d...k@baldwinmn.gov.

Hotel Information



Embassy Suites by Hilton Minneapolis North

6300 Earle Brown Drive
Brooklyn Center, Minnesota 55430 USA
+1 763-560-2700

Stay Information

5 MAY MON — **9** MAY FRI

Check-in: 3:00 PM

Check-out: 12:00 PM

Early check-in cannot be guaranteed. Contact the hotel to inquire about early check-in or late check-out.

1 room for 1 adult

2 Queen Non Smoking - Mmci Municipal Clerk

Total room charge \$456.00

Total taxes \$66.26

Total for stay: \$522.26

Payment 6425 Jun 2026

Guarantee policy

There is a Credit Card required for this reservation.

If you use a debit/credit card to check in, a hold may be placed on your card account for the full anticipated amount to be owed to the hotel, including estimated incidentals, through your date of check-out and such hold may not be released for 72 hours from the date of check-out or longer at the discretion of your card issuer.



**BALDWIN CITY COUNCIL
BOARD OF CANVASS
APRIL 14TH, 2025**

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

Call to Order – The April 14th, 2025, Board of Canvass of the City of Baldwin was called to order by Acting Mayor Tom Rush at 7:00 p.m.

Pledge of Allegiance – All present recited the Pledge of Allegiance.

Canvass April 8th, 2025 Special Election Results for Sunday Liquor Licensing –
Precinct 1 - Yes: 211, No: 14
Precinct 2 - Yes: 126, No: 9
Total Votes – Yes: 337, No: 23

Approve/Disapprove Election Results – Holm/Walker unanimous to approve April 8th, 2025, special election results for Sunday Liquor Licensing.

Adjourn – Holm/Walker unanimous to adjourn at 7:03 p.m.

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

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

Date

Attendees: None

City of Baldwin

Data Request Form – Data Subjects

30239 128th Street. N.W.
Baldwin, MN 55371

Phone: 763-389-8931
Fax: 763-389-2751

Date of request: _____

I am requesting access to data in the following way:

☐ Inspection

☐ Copies

☐ Both inspection and copies

Note: The City of Baldwin charges members of the public for copies of government data. These charges are authorized under Minn. Stat. § 13.03, subd. 3(c) and are as stated on the back of this Data Request Form. By submitting this Data Request Form you agree to pay any charged related to responding to your request.

These are the data I am requesting: Describe the data you are requesting as specifically as possible. If you need more space, please attach additional sheets as necessary.

Contact Information

Data subject name _____

Parent/Guardian name (if applicable) _____

Address _____

Phone number _____ Email address _____

Staff Verification

Identification provided _____

We will respond to your request within a reasonable time.

Data Practices Act Charges: The City of Baldwin charges members of the public for copies of government data. These charges are authorized under Minn. Stat. § 13.03, subd. 3(c). The person requesting the data must pay for the copies before City staff will give them to you. The cost for paper copies of data are 25 cents per one sided black and white copy (50 cents for two sided) and 1 dollar per colored copy (2 dollars for two sided).

As also authorized under Minn. Stat. § 13.03, subd. 3(c), if a person requests copies or electronic transmittal of data to the person, the City charges the actual costs of searching for and retrieving government data, including the cost of employee time, and for making, certifying, and electronically transmitting the copies of the data or the data. The City also charges the cost of the materials onto which the City is copying the data (paper, finger drive, CD, DVD, etc.), and mailing costs (if any). If your request is for copies of data that the City cannot copy ourselves, such as photographs, the City will charge the actual cost the City must pay an outside vendor for the copies.

The City does not charge for employee time spent separating public from not public data. However, if 100 or fewer pages of black and white, letter or legal size paper copies are requested, actual costs as stated above shall not be used, and instead, the City will charge no more than 25 cents for each page copied.

Standards for Verifying Identity: The following constitute proof of identity:

- An **adult individual** must provide a valid photo ID, such as
 - a state driver's license
 - a military ID
 - a passport
 - a Minnesota ID
 - a Minnesota tribal ID
- A **minor individual** must provide a valid photo ID, such as
 - a state driver's license
 - a military ID
 - a passport
 - a Minnesota ID
 - a Minnesota Tribal ID
 - a Minnesota school ID
- The **parent or guardian of a minor** must provide a valid photo ID *and either*
 - a certified copy of the minor's birth certificate *or*
 - a certified copy of documents that establish the parent or guardian's relationship to the child, such as
 - ❖ a court order relating to divorce, separation, custody, foster care
 - ❖ a foster care contracts
 - ❖ an affidavit of parentage
- The **legal guardian for an individual** must provide a valid photo ID *and* a certified copy of appropriate documentation of formal or informal appointment as guardian, such as
 - court order(s)
 - valid power of attorney

Note: Individuals who do not exercise their data practices rights in person must provide *either* notarized or certified copies of the documents that are required *or* an affidavit of ID.



**Hakanson
Anderson**

Main Office:
3601 Thurston Avenue, Anoka, MN 55303
Phone: 763/427-5860 Fax: 763/427-0520
www.haa-inc.com



April 15, 2025

City of Baldwin
30239 128th Street NW
Baldwin, MN 55371

RE: City Engineer Assignment

Dear Mayor and City Council:

In order to better serve you, we have re-organized our staff assignments for the City of Baldwin. Hakanson Anderson proposes updated staff assignments, as follows:

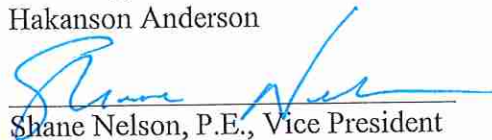
Sam Jochum, P.E., will be your City Engineer. Sam Jochum will handle the day-to-day activities and will attend your City Council meetings. Sam will perform routine tasks (i.e. building permit reviews, plat reviews, communication with residents) and will be involved in all City projects.

Shane Nelson, P.E., will be a Project Engineer and Senior Advisor. Shane will continue to be involved in your projects and will be available to consult to City staff and officials. Shane's work will consist of more complex tasks, including large-scale public improvement projects.

Ronald Wagner, P.E., will be a Senior Advisor. Ron will be available to attend City Council meetings upon request and may voluntarily attend upcoming City Council meetings to ensure that Hakanson Anderson is providing the expected level of service.

Thank you for the opportunity to make this change in staff assignments to better serve your needs. If you have any questions, please feel free to contact me at 763-852-0479 or ShaneN@haa-inc.com.

Sincerely,
Hakanson Anderson



Shane Nelson, P.E., Vice President

**CITY OF BALDWIN
SHERBURNE COUNTY, MINNESOTA**

**REQUEST FOR QUOTES
305TH AVE NW CULVERT AND DITCH GRADING**

I. INTRODUCTION

The City of Baldwin, Sherburne County, Minnesota is soliciting Quotes for a contract to have an independent third party to complete the work as depicted on the enclosed plans.

One copy of the Quote must be submitted. Quotes may be mailed, hand delivered, or emailed. All Quotes are to be made to:

City of Baldwin
30239 128th Street
Baldwin, MN 55371

Please deliver your Quotes to:

c/o Shane Nelson
Hakanson Anderson
3601 Thurston Avenue
Anoka, MN 55303

Phone: 763-852-0479
Email: ShaneN@haa-inc.com

II. GENERAL REQUIREMENTS

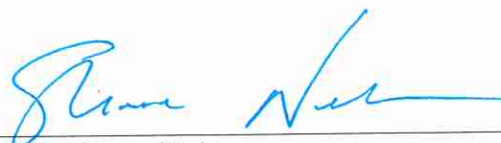
1. The Contractor shall furnish all labor, tools, materials, equipment and supervision necessary for the performance of all operations.
2. The contractor shall provide proof of insurance.
3. The 2020 edition of the MnDOT Standard Specifications for Construction shall apply.
4. The contractor shall provide all traffic control in conformance with the MN MUTCD as necessary to complete the work.

III. SCHEDULE

1. Quotes are due Tuesday May 13, 2025 @ 4pm.
2. The City Council will consider the Quotes on May 19, 2025.
3. The Contractor will be notified on May 20, 2025.
4. The work must be completed by June 27, 2025.
5. If able to complete the work sooner, please state the date that you are able to complete the work in your Quote.

Date: April 10, 2025

By: _____



Shane Nelson

**CITY OF BALDWIN
SHERBURNE COUNTY, MINNESOTA**

**REQUEST FOR QUOTES
305TH AVE NW CULVERT AND DITCH GRADING**

Contractors to Send To:

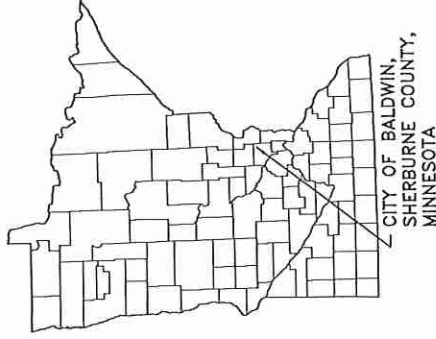
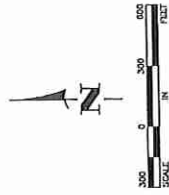
West Branch Construction Co.
3527 Branch Road
Princeton, MN 55371
Contact: Paul
763-389-2827
info@westbranchconstruction.com

TW Hauling & Excavating
27930 96th Street NW
Zimmerman, MN 55398
Contact: Mike
763-286-2232
twhaulingandexcavating@gmail.com

Dave Perkins Contracting, Inc.
19745 Nowthen Blvd NW
Anoka, MN 55303
rperkins@perkinscontractinginc.com

305th AVE NW DITCH GRADING & CULVERT WORK

BALDWIN, MN



THE SUBSURFACE UTILITY INFORMATION
IS BASED ON THE RECORD DRAWINGS
AND FIELD SURVEY. THIS QUALITY LEVEL
D. THIS QUALITY LEVEL WAS DETERMINED
ACCORDING TO THE GUIDELINES OF
C/ASSE 38-2. THE ENTITLED STANDARD
DEPICTION OF EXISTING SUBSURFACE
UTILITY DATA.



GOVERNING SPECIFICATIONS

THE 2003 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION
"STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL APPLY.
THE 2022 EDITION OF THE CITY ENGINEERS ASSOCIATION OF MINNESOTA
(CEAM) STANDARD SPECIFICATIONS SHALL APPLY.
ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS, AND ORDINANCES
SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.
ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE
LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC
CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR
TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.
ALL REQUIREMENTS OF THE PROJECT MANUAL FOR THE 305TH DITCH &
CULVERT WORK PROJECT.

SHEET INDEX

THIS PLAN CONTAINS 5 SHEETS

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	ESTIMATED QUANTITIES & NOTES
3	GRADING & CULVERTS
4	GRADING & CULVERTS
5	GRADING & CULVERTS

I hereby certify that this plan, specification, or report was prepared
by me or under my direct supervision and that I am a duly Licensed
Professional Engineer under the laws of the State of Minnesota.

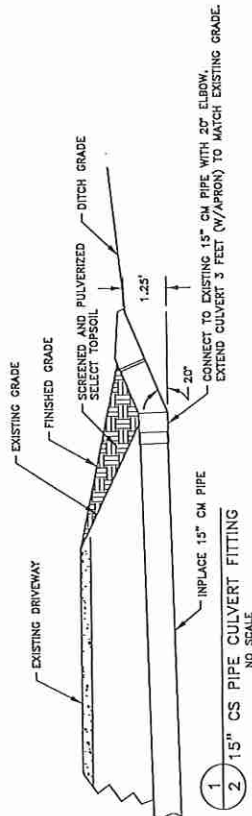
DATE 4/10/25
L.C. NO. 44895
MATTHEW KIND, P.E.
HAKANSON AND ANDERSON
DESIGN ENGINEER

DATE REVISION

SCHEDULE OF ESTIMATED QUANTITIES

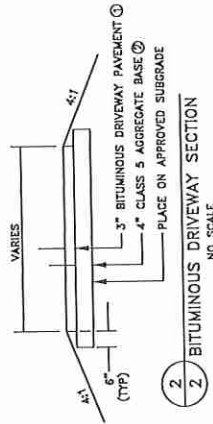
ITEM NO.	SPEC.	REF. NOTE	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT
1	2022		MOBILIZATION	1	LUMP SUM
2	2105		REMOVE METAL CULVERT	92	LN FT
3	2105		SAVING BITUMINOUS PAVEMENT - FULL DEPTH	86	LN FT
4	2105		REMOVE BITUMINOUS DRIVEWAY PAVEMENT	68	SQ YD
5	2107		MINOR GRADE - DITCH	190	LN FT
6	2212		AGGREGATE BASE CLASS 5	20	TON
7	2281		TYPE SP 9.5 WEARING COURSE MIXTURE (2.5) 3.0" THICK	68	SQ YD
8	2302		15" CS PIPE APRON	6	EACH
9	2502		15" CS PIPE CULVERT	74	LN FT
10	2502		15" CS PIPE CULVERT FITTING (20 DEGREE BEND)	1	EACH
11	2504		CONNECT TO EXISTING CULVERT	2	EACH
12	2575		SELECT TOPSOIL BORROW	40	CU YD
13	2576		SITE RESTORATION (SEED, FERTILIZE, EROSION CONTROL BLANKET)	1	LUMP SUM

BASIS OF ESTIMATED QUANTITIES	
AGGREGATE BASE CLASS 5	135 lb/cy
WEAR COURSE BITUMINOUS MIXTURE (3" THICK)	115 lb/cy
SEED MIXTURE SOUTHERN BLVD	160 lb/acre
FERTILIZER TYPE 3 (SLOW RELEASE), 22-5-10	350 lb/acre



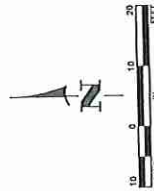
1 15" CS PIPE CULVERT FITTING
NO SCALE

- GENERAL CONSTRUCTION NOTES:
- UNLESS STATED IN THE PLANS TO BE REMOVED OR SALVAGED, THE CONTRACTOR MUST PROTECT ANY ROADSIDE LANDSCAPING AND PAVEMENT. THIS WORK SHALL BE INCIDENTAL.
 - ALL DISTURBED AREAS AT REMOVAL LOCATIONS AND DRIVEWAYS SHALL BE SEED (TYPE SOUTHERN BULWATER SEED), FERTILIZED AND EROSION CONTROL BLANKET (CATEGORY 20) AT THE RATES SHOWN ON THE BASIS OF ESTIMATED QUANTITIES. CONTRACTOR SHALL SALVAGE AND REPLACE ALL EXISTING TOPSOIL REMOVED AND DISPOSAL OF EXISTING MATERIALS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. IN THE ITEMS PROVIDED ON THE BID FORM, SALVAGING TOPSOIL SHALL BE INCIDENTAL UNLESS OTHERWISE NOTED ON THESE PLANS.
 - BITUMINOUS AND CONCRETE ITEMS DISTURBED BY CONSTRUCTION SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF IN ACCORDANCE WITH ANY DOT SPECIFICATIONS.
 - TYPE SP 9.5 WEARING MIXTURES SHALL MEET THE REQUIREMENTS OF SPECIFICATIONS 2360 AND 3130.
 - CONTRACTOR SHALL CLEAN ALL DEBRIS AND VEGETATION AND SWEEP ALL BITUMINOUS SURFACES PRIOR TO PLACING ANY PATCHING MATERIAL OR THE WEARING COURSE. THIS WORK SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE TO CALL IN LOCATES AND COORDINATE WITH ALL UTILITIES (GAS, PHONE, ELECTRIC, ETC.) AS REQUIRED TO COMPLETE THE WORK.
 - THE CONTRACTOR SHALL COMPLETE ALL WORK WITHIN THE 68 FT RIGHT OF WAY AS SHOWN ON THE PLAN.



2 2" BITUMINOUS DRIVEWAY SECTION
NO SCALE

- REFERENCE NOTES:
- BITUMINOUS DRIVEWAY PAVEMENT SHALL BE PAID PER ITEM 2360-TYPE SP 9.5 WEARING COURSE MIXTURE (3") 3.0" THICK.
 - AGGREGATE BASE CLASS 5 SHALL BE ADDED TO IMPROVE EXISTING DRIVEWAY BASE MATERIALS WHERE NEEDED.



DATE		REVISION		 Holkonson Anderson Civil Engineering and Land Surveyors 3501 Thurston Ave., Anoka, Minnesota 55303 763-427-5860 FAX 763-427-0520 www.holkonson-anderson.com		305TH DITCH & CULVERT WORK 305TH AVE NW BALDWIN, MN		DETAILS, NOTES, ESTIMATE OF QUANTITIES SHEET 2 OF 5 BD-01-2025	
------	--	----------	--	---	--	---	--	--	--

	RESTORATION AREA
	BITUMINOUS DRIVEWAY PAVEMENT PATCH

DAYLIGHT DITCH AS DIMENSIONED FROM EACH APRON
BLEND DITCH BOTTOM GRADING INTO SIDE SLOPES 4:1 MAX.
RESTORE ALL DISTURBED AREAS

14330

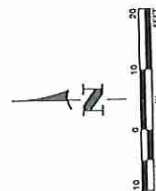
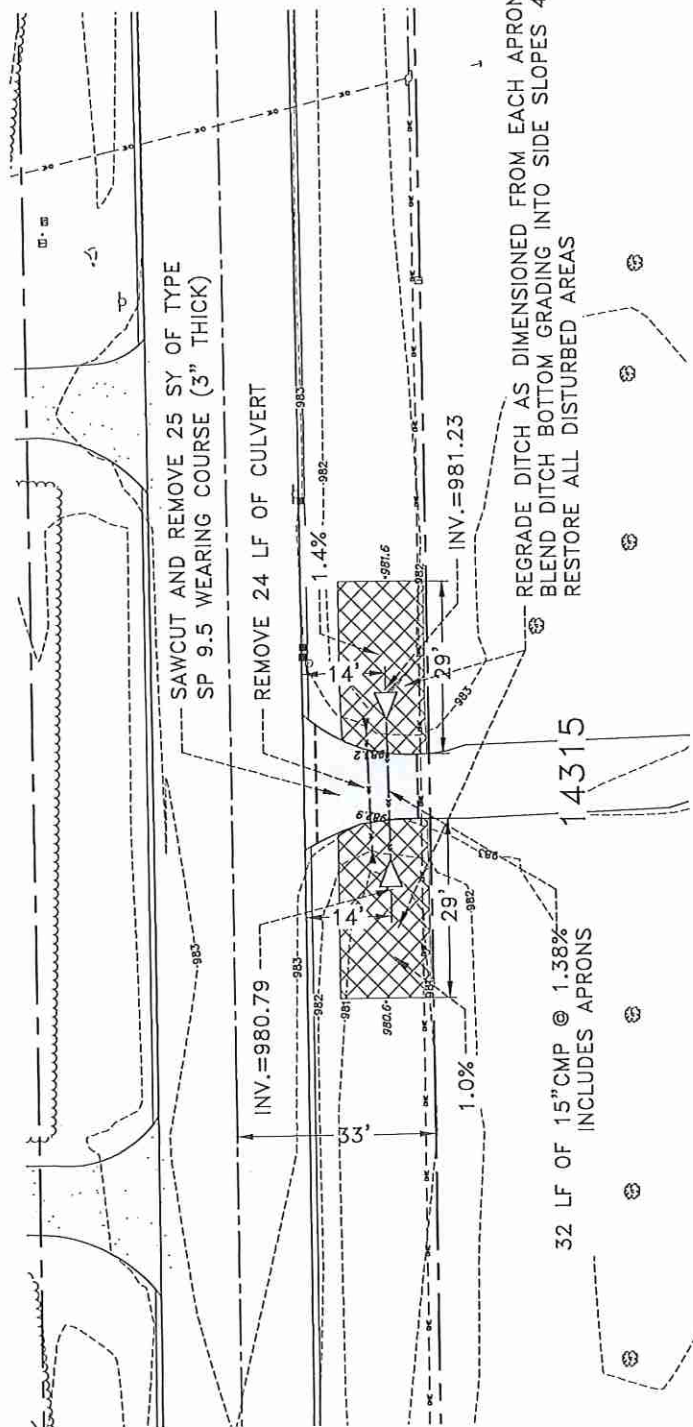
REMOVE 36 LF OF CULVERT.

CLEANLY CUT AND REMOVE 1 FOOT OF DAMAGED PIPE.
CONNECT TO EXISTING 15" CMP WITH 20" ELBOW.
EXTEND CULVERT AND INSTALL NEW APRON AT INVERT ELEVATION
SHOWN PER DETAIL

DAYLIGHT DITCH TO EXTENTS SHOWN.
BLEND DITCH BOTTOM TO SIDE SLOPES 4:1 MAX.
RESTORE ALL DISTURBED AREAS.



UNIVERSITY OF MINNESOTA	DATE	REVISION	I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer in the State of Minnesota. <i>[Signature]</i> MA THOMAS KAN, P.E. No. 44985 Date 4/10/25		Hakanson Anderson Civil Engineers and Constructors 3001 Hudson Avenue, Suite 55303 Baldwin, MN 55303 763-437-4225 FAX 763-437-0220 www.hakanson-anderson.com	305TH DITCH & CULVERT WORK	GRADING & CULVERT WORK	SHEET 3 OF 5	305TH AVE NW BALDWIN, MN	5 SHEETS	BD401-2025
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[illegible]



Control (n)	MPK
MPK (n)	MPK
Control (n)	NS

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Matthew Kane
MATTHEW KANE P.E.

BD401-2025

[illegible]

**CITY OF BALDWIN
SHERBURNE COUNTY, MINNESOTA**

**REQUEST FOR QUOTES
285TH AVENUE CURB & GUTTER**

I. INTRODUCTION

The City of Baldwin, Sherburne County, Minnesota is soliciting Quotes for a contract to have an independent third party to complete the work as depicted on the enclosed plans.

One copy of the Quote must be submitted. Quotes may be mailed, hand delivered, or emailed. All Quotes are to be made to:

City of Baldwin
30239 128th Street
Baldwin, MN 55371

Please deliver your Quotes to:

c/o Shane Nelson
Hakanson Anderson
3601 Thurston Avenue
Anoka, MN 55303

Phone: 763-852-0479
Email: ShaneN@haa-inc.com

II. GENERAL REQUIREMENTS

1. The Contractor shall furnish all labor, tools, materials, equipment and supervision necessary for the performance of all operations.
2. The contractor shall provide proof of insurance.
3. The 2020 edition of the MnDOT Standard Specifications for Construction shall apply.
4. The contractor shall provide all traffic control in conformance with the MN MUTCD as necessary to complete the work.

III. SCHEDULE

1. Quotes are due Tuesday May 13, 2025 @ 4pm.
2. The City Council will consider the Quotes on May 19, 2025.
3. The Contractor will be notified on May 20, 2025.
4. The work must be completed by June 27, 2025.
5. If able to complete the work sooner, please state the date that you are able to complete the work in your Quote.

Date: April 10, 2025

By: _____


Shane Nelson

**CITY OF BALDWIN
SHERBURNE COUNTY, MINNESOTA**

**REQUEST FOR QUOTES
285TH AVENUE CURB & GUTTER**

Contractors to Send To:

Tenold Concrete
29554 114th Street NW
Princeton, MN 55371
612-308-0106 (Nate)

Schmidt Curb
13195 95th Street NE
Elk River MN 55330
763-441-8500

French Lake Curb Company
14898 State Highway 55 NW
South Haven, MN
320-236-8300

Curb Masters
496 Farwell Ave
Sout St. Paul, MN 55075
651-455-5251

North Country Concrete
23035 Ulysses St NE
East Bethel, MN 55005
763-576-8602

285TH AVE CURB & GUTTER

CITY OF BALDWIN, MN



CITY OF BALDWIN,
SHERBURNE COUNTY,
MINNESOTA

THE SUBSURFACE UTILITY INFORMATION
IN THIS PLAN IS THE PROPERTY OF HAKANSON
ANDERSON. IT IS TO BE USED ONLY FOR THE
PROJECT AND SITE SPECIFICALLY IDENTIFIED
C/ASCE 38-2, ENTITLED "STANDARD
GUIDELINES FOR THE COLLECTION AND
DEPICTION OF EXISTING SUBSURFACE
UTILITY DATA."

**Hakanson
Anderson**
Civil Engineers and Land Surveyors
3601 Thornton Ave. #200
Minneapolis, MN 55412
763-427-5000 FAX 763-427-5005

GOVERNING SPECIFICATIONS

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION
"STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL APPLY.
THE 2023 EDITION OF THE CITY ENGINEERS ASSOCIATION OF MINNESOTA
(CEAM) STANDARD SPECIFICATIONS SHALL APPLY.
ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS, AND ORDINANCES
SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.
ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE
LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC
CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR
TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.
ALL REQUIREMENTS OF THE PROJECT MANUAL FOR THE 285TH AVE
CURB & GUTTER PROJECT.

SHEET INDEX

THIS PLAN CONTAINS 3 SHEETS

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	DETAILS
3	CONSTRUCTION PLAN

I hereby certify that this plan, specification, or report was prepared
by me or under my direct supervision and that I am a duly Licensed
Professional Engineer under the laws of the State of Minnesota.

DATE 4/3/2025
LIC. NO. 43384
SHANE M. NELSON, P.E.
HAKANSON ANDERSON
DESIGN ENGINEER

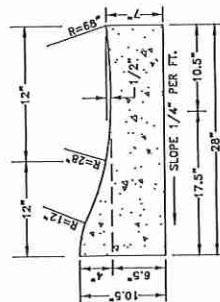
DATE REVISION

SHEET 1 OF 3 SHEETS
80301

SCHEDULE OF ESTIMATED QUANTITIES				
ITEM NO.	REF. NOTE	SPEC.	ITEM DESCRIPTION	ESTIMATED QUANTITY
1		2021	MOBILIZATION	1
2		2104	SAWCUT CONCRETE PAVEMENT (FULL DEPTH)	13
3		2104	REMOVE BITUMINOUS SURFACING (SEAL-COAT)	58
4		2104	REMOVE CONCRETE DRIVEWAY PAVEMENT	13
5	1	2112	SUBGRADE PREPARATION	3
6		2211	CLASS 5 AGGREGATE	27
7		2311	RIPPAP CLASS II TYPE FIELD STONE	5
8		2331	CONCRETE CURB AND GUTTER (SURMOUNTABLE)	216
9		2331	CONCRETE DRIVEWAY PAVEMENT	233
10		2574	SELECT TOPSOIL BORROW	20
11		2575	TURF ESTABLISHMENT	1
12		2575	PLACE SALVAGED LANDSCAPING	3
				LUMP SUM
				LN FT
				SG YD
				SG FT
				RG STA
				TON
				CY YD
				SG FT
				CY YD
				LUMP SUM
				CY YD

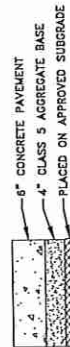
- NOTES
- ANY MATERIALS REMOVED FROM THE SITE SHALL BECOME THE PROPERTY OF THE CONTRACTOR.
 - EXISTING CURB AND GUTTER SHALL BE REMOVED. THIS EXISTING CURB SHALL BE REPAIRED TO MATCH EXISTING.
 - GRAVEL DRIVEWAY APPROACHES SHALL BE RESTORED AND MATCH EXISTING DRIVEWAY.
 - DISTURBED AREAS IN YARDS DUE TO GRADING SHALL BE RESEED WITH MINOR SEEDS SOUTHERN BOUTLEARD* AT 100 LBS/ACRE AND STABILIZED WITH ROLLED EROSION PREVENTION CATEGORY 20 OR HYDRAULIC STABILIZATION TYPE BONDED FIBER MATRIX (BFM) AT THE TARGETED DRY WEIGHT OF 3,500 LBS/ACRE.

REFERENCE NOTES:
 ① THIS ITEM SHALL INCLUDE MINOR GRADING AND SUBGRADE PREPARATION TO PREPARE THE ROAD BED FOR THE CURB.



1 SURMOUNTABLE CURB

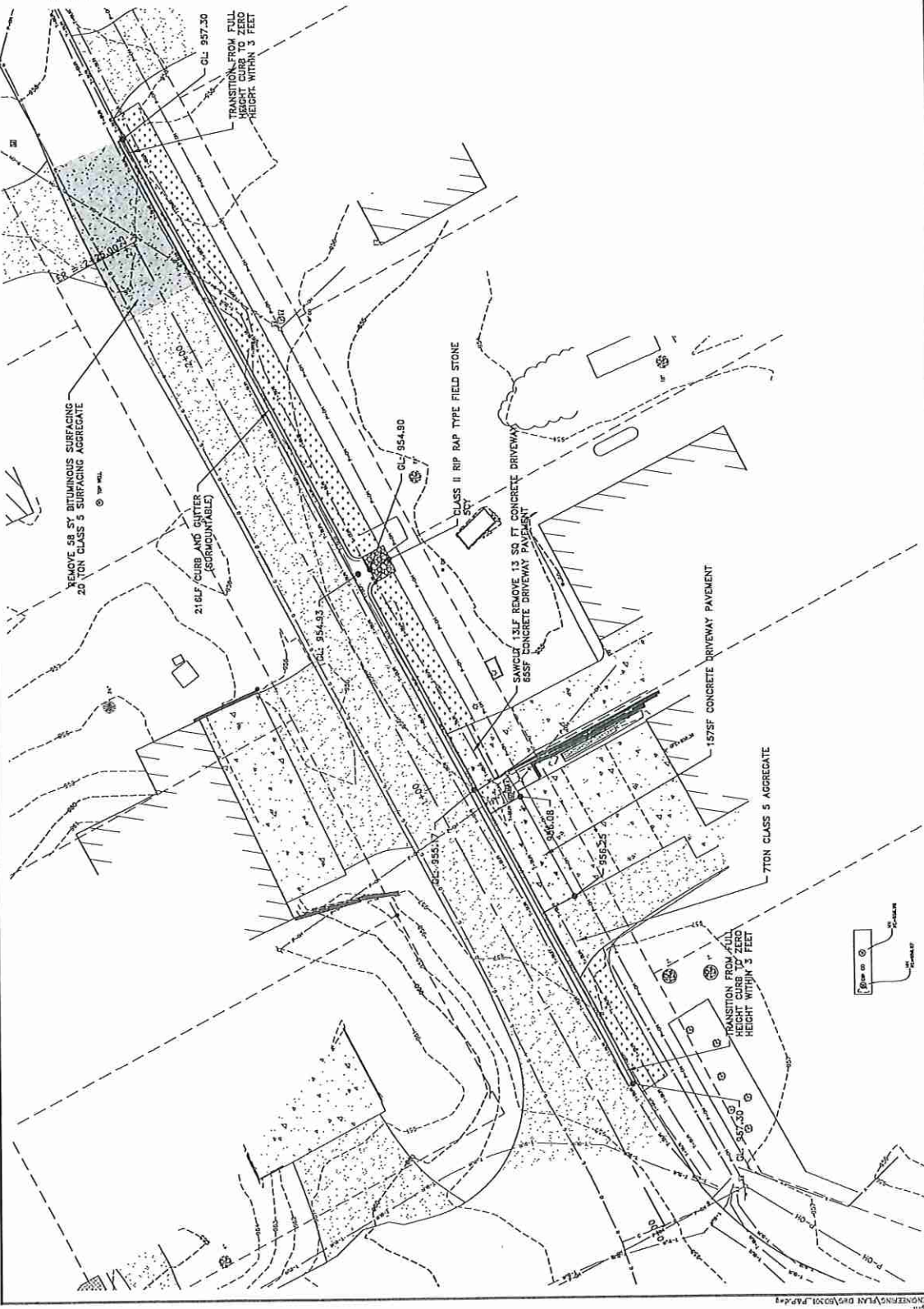
NOT TO SCALE



2 CONCRETE DRIVEWAY PAVEMENT

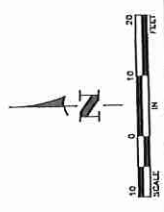
NOT TO SCALE

DATE		REVISION		SHEET 2 OF 3		SHEETS 3		BD301	
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.				DATE: 06/13/2025 SIGNATURE: SHANE M. NELSON, P.E. LICENSE NO.: 45361				DETAILS 285TH AVE CURB & GUTTER 285TH AVENUE NW CITY OF BALDWIN, MN	
HAKONSON ANDERSON Civil Engineers and Land Surveyors 3501 University Avenue, Suite 100 763-427-5860 FAX 763-427-0520 www.hakonson-anderson.com									



LEGEND

FO-BUR	BURIED FIBER OPTIC CABLE
FO-BUR	BURIED TELEPHONE CABLE
FO-BUR	BURIED ELECTRIC CABLE
FO-BUR	OVERHEAD ELECTRIC CABLE
FO-BUR	UNDERGROUND POWER POLE
FO-BUR	FOUR WIRE
FO-BUR	EXISTING CONTOUR
FO-BUR	EXISTING CONCRETE PAVEMENT
FO-BUR	EXISTING BITUMINOUS PAVEMENT
FO-BUR	EXISTING GRAVEL
FO-BUR	EXISTING BUILDING
FO-BUR	BITUMINOUS PAVEMENT REMOVAL
FO-BUR	PROPOSED CONCRETE DRIVEWAY
FO-BUR	PROPOSED RIP RAP
FO-BUR	SEED MIXTURE SB
FO-BUR	CONCRETE CURB & CUTTER



CONSTRUCTION PLAN 285TH AVENUE NW CITY OF BALDWIN, MN		SHEET 3 OF 3 SHEETS 80301
285TH AVE CURB & GUTTER		Hakanson Anderson Civil Engineers and Land Surveyors 3501 Thurston Ave., Anoka, Minnesota 55303 763-427-5860 FAX 763-427-0550 www.hakanson-anderson.com
DATE 10/13/2023	REVISION 1. 10/13/2023	SCALE IN 1" = 20'
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.		SIGNATURE DATE
DATE 10/13/2023		SIGNATURE DATE



**Hakanson
Anderson**

Main Office:
3601 Thurston Avenue, Anoka, MN 55303
Phone: 763/427-5860
www.haa-inc.com



MEMORANDUM

TO: Joan Heinen, City of Baldwin
CC: Shane Nelson, Hakanson Anderson
FROM: Nikki McDermond-Spies, Hakanson Anderson
DATE: April 14, 2025
RE: Swale Excavation in Wetland at 278th Ave Culvert

We understand that the City is interested in excavating a swale within an existing wetland, south of the 278th Avenue extending from the culvert that was recently replaced. It is assumed that the grade has "built up" over time due to accumulation of sediment.

The proposed swale excavation is intended to improve water flow from north to south from the culvert at 278th Avenue. This excavation is likely to qualify for a No-Loss determination under the Wetland Conservation Act (WCA), meaning it would not be considered a regulated impact to a wetland and would not require mitigation.

It is best practice for the City of Baldwin, as the Local Government Unit (LGU) for the WCA, to submit a No-Loss application for review and concurrence by the Technical Evaluation Panel (TEP) prior to completing the work. The No-Loss application should also include a wetland boundary delineation. This delineation will provide necessary data on the wetland type and allow for accurate calculation of the proposed alteration area to support the No-Loss request.

The estimated cost for performing the Wetland Delineation, preparing the No-Loss application, and attending the TEP meeting(s) is \$3,400. If the City would like us to move forward with this application, the field work (i.e. wetland delineation) could be completed within 2 weeks of authorization and the No Loss application will be submitted within 1 week thereafter. Once submitted for review, the TEP has up to 60 days to review, however, the typical time frame is 15 business days. Overall, please anticipate a timeline of 6-8 weeks for the preparation and review of the permit application.

Sincerely,
Hakanson Anderson

Nikki McDermond-Spies

Nikki McDermond-Spies
Environmental Specialist

CITY OF BALDWIN

04/18/25 10:30 AM

Page 1

602 Transactions

2025

March

Last Dim Descr	Search Name	Dr/Cr Amt	Comments
R Revenue			
Interest Earnings	Bremer Bank	-\$83.00	March 2025 Bank Interest
Late Payments Se		-\$50.00	UB Receipt Serv Pen 1 Frontier Trails
Sewer Charges		-\$3,500.00	UB Receipt Serv 1 Frontier Trails
Sewer Charges		\$140.00	James Meyer Credit Card
Sewer Charges	Credit Card Payments	-\$140.00	James Meyer Frontier Trails SSD
Sewer Charges		-\$278.00	UB UR Receipt Group 01 FRONTIER TRAILS
R Revenue		-\$3,911.00	
E Expenditure			
Dues and Subscrip	MPCA	\$505.00	Frontier Trails Septic Water Permit 2020
Dues and Subscrip	MPCA	\$505.00	Frontier Trails Septic Water Permit 2021
Dues and Subscrip	MPCA	\$505.00	Frontier Trails Septic Water Permit 2022
Employer Paid Ins		\$23.80	Labor Distribution
FICA Contributions		\$4.03	Labor Distribution
FICA Contributions		\$9.24	Labor Distribution
Medicare Contribut		\$0.94	Labor Distribution
Medicare Contribut		\$2.16	Labor Distribution
Other Professional	Marks Sewer Service Inc	\$2,040.00	Frontier Trails SSD Main Pumping
Pera Contributions		\$11.18	Labor Distribution
Pera Contributions		\$4.88	Labor Distribution
Planning and Zoni	Utility Consultants Inc	\$515.46	Frontier Trails SSD Testing
Planning and Zoni	Wastewater Services Inc.	\$650.00	Frontier Trails SSD
Planning and Zoni	Utility Consultants Inc	\$515.46	Frontier Trails SSD Testing
Planning and Zoni	Utility Consultants Inc	-\$515.46	Frontier Trails SSD Testing
Planning and Zoni	Wastewater Services Inc.	\$650.00	Frontier Trails SSD
Planning and Zoni	Wastewater Services Inc.	-\$650.00	Frontier Trails SSD
Repair & Maintena	Elan Financial Services	\$47.93	Alkalinity Checker Frontier Trails
Salaries and Wage		\$149.04	Labor Distribution
Salaries and Wage		\$65.08	Labor Distribution
E Expenditure		\$5,038.74	
		\$1,127.74	

Joan Heinen

From: mike gwynn <mggwynn@gmail.com>
Sent: Tuesday, April 08, 2025 11:59 AM
To: Joan Heinen
Subject: frontier trails dmr
Attachments: march dmr ft 2025.xlsx

Joan, Everything looks good at the Frontier Trails treatment facility. The numbers are good and everything looks to be running well. We may have to schedule some maintenance work with Stienbreckers this spring. I will let you know. Mike

FACILITY NAME/ADDRESS:
Frontier Trails Septic Treatment System
Unknown
Baldwin Township, MN 55371

STATION INFORMATION:
WS 001 (Influent Waste System #1)
Waste Stream

No Discharge/No Flow
(Enter 'x' if no discharge/no flow occurred for this station):

PERMITEE
NAME/ADDRESS:
Baldwin Township
30239 128th St
Princeton, MN 55371

WASTEWATER TREATMENT
DISCHARGE MONITORING REPORT

PERMIT #	LIMIT STATUS	FORMER #
MA0064459		

MONITORING PERIOD	
YEAR/MO/DAY	YEAR/MO/DAY
FROM: 2025-09-01	TO: 2025-03-31

PARAMETER													
SAMPLE			QUANTITY			UNITS	CONCENTRATION			UNITS	FREQUENCY OF ANALYSIS	SAMPLE TYPE	Exception
BOD, Carbonaceous 05 Day (20 Deg C) 80082	VALUE	*****	*****	*****			*****	35	*****		twice per month	Grab	
	PERMIT	*****	*****	*****			*****	REPORT calendar month average	*****		twice per month	Grab	
	REQ												
Flow 50050	SAMPLE	*****	*****	.0958			*****	.0309	.0037		once per day	Measurement, Continuous	
	VALUE	*****	*****	REPORT calendar month total		Mgal	*****	0.00682 calendar month average	0.01023 daily maximum		once per day	Measurement, Continuous	
	PERMIT	*****	*****				*****						
pH 00400	REQ												
	SAMPLE	*****	*****	*****			6.7	*****	6.9		twice per month	Grab	
	VALUE	*****	*****	*****			REPORT calendar month minimum	*****	REPORT calendar month maximum		twice per month	Grab	
Precipitation 00193	PERMIT	*****	*****	*****							once per day	Measurement	
	REQ												
	SAMPLE	*****	*****	1.74		In	*****	*****	*****		once per day	Measurement	
Solids, Total Suspended (TSS) 00530	VALUE	*****	*****	REPORT calendar month total			*****	*****	*****		once per day	Measurement	
	PERMIT	*****	*****				*****	*****	*****		once per day	Measurement	
	REQ												
	SAMPLE	*****	*****	*****			*****	12	*****		twice per month	Grab	
	VALUE	*****	*****	*****			*****	REPORT calendar month average	*****		twice per month	Grab	
	PERMIT	*****	*****				*****						
	REQ												

COMMENTS:

PERMITTEE
NAME/ADDRESS:
Baldwin Township
30239 128th St
Princeton, MN 55371

WASTEWATER TREATMENT
DISCHARGE MONITORING REPORT

PERMIT #	LIMIT STATUS	FORMER #
MN0064459		

MONITORING PERIOD	
YEAR/MO/DAY	YEAR/MO/DAY
2025-03-01	2025-09-31
FROM: TO:	

FACILITY NAME/ADDRESS:
Frontier Trails Septic Treatment System
unknown
Baldwin Township, MN 55371

STATION INFORMATION:
WS 004 (Influent Waste System #2)
Waste Stream

No Discharge/No Flow
(Enter 'x' if no discharge/no flow occurred for this station):

PARAMETER	QUANTITY		UNITS	CONCENTRATION		UNITS	FREQUENCY OF ANALYSIS	SAMPLE TYPE	Exception
	SAMPLE VALUE	PERMIT		SAMPLE VALUE	PERMIT				
BOD, Carbonaceous 05 Day (20 Deg C) 80082	*****	*****		*****	40	*****	twice per month	Grab	
	*****	*****		*****	REPORT calendar month average	*****	twice per month	Grab	
	*****	*****		*****	*****	*****	once per day	Measurement, Continuous	
Flow 50050	*****	*****	Mgal	*****	.00189	.00254	once per day	Measurement, Continuous	
	*****	*****		*****	REPORT calendar month total	0.01023 daily maximum	once per day	Measurement, Continuous	
	*****	*****		*****	*****	*****	twice per month	Grab	
pH 00400	*****	*****		*****	6.7	6.8	twice per month	Grab	
	*****	*****		*****	REPORT calendar month minimum	REPORT calendar month maximum	twice per month	Grab	
	*****	*****		*****	*****	*****	twice per month	Grab	
Solids, Total Suspended (TSS) 00530	*****	*****		*****	14	*****	twice per month	Grab	
	*****	*****		*****	REPORT calendar month average	*****	twice per month	Grab	
	*****	*****		*****	*****	*****	twice per month	Grab	

COMMENTS:

FACILITY NAME/ADDRESS:
Frontier Trails Septic Treatment System
unknown
Baldwin Township, MN 55371.

STATION INFORMATION:
WS007 (End of Pipe New Drainfield)
Waste Stream

No Discharge/No Flow
(Enter 'X' if no discharge/no flow occurred for this station):

WASTEWATER TREATMENT
DISCHARGE MONITORING REPORT

PERMIT #	LIMIT STATUS	FORMER #
MN0064459	Phase 2	

MONITORING PERIOD	
YEAR MO DAY	YEAR MO DAY
2025-03-01	2025-03-31
FROM: TO:	

PERMITEE
NAME/ADDRESS:
Baldwin Township
30235 128th St
Princeton, MN 55371

PARAMETER	QUANTITY		UNITS	CONCENTRATION		UNITS	FREQUENCY OF ANALYSIS	SAMPLE TYPE		Exception
	SAMPLE VALUE	PERMIT REQ		SAMPLE VALUE	PERMIT REQ			TYPE		
BOD, Carbonaceous 05 Day (20 Deg C) 80082		*****		*****	60	*****	twice per month		Grab	
		*****		*****	REPORT calendar month average	*****	twice per month		Grab	
Chloride, Total 00940		*****		*****	730	*****	twice per month		Grab	
		*****		*****	REPORT calendar month average	*****	twice per month		Grab	
Nitrite Plus Nitrate, Total (as N) 00630		*****		*****	.1	*****	twice per month		Grab	
		*****		*****	REPORT calendar month average	*****	twice per month		Grab	
Nitrogen, Kjeldahl, Total 00625		*****		*****	6.75	*****	twice per month		Grab	
		*****		*****	REPORT calendar month average	*****	twice per month		Grab	
Nitrogen, Total (as N) 00600		*****		*****	6.8	*****	twice per month		Grab	
		*****		*****	10.0	*****	twice per month		Grab	
Solids, Total Suspended (TSS) 00530		*****		*****	34	*****	twice per month		Grab	
		*****		*****	REPORT calendar month average	*****	twice per month		Grab	

00530 TSS (mg/L)

COMMENTS:



13792 247th Avenue – Zimmerman, MN 55398
Phone (763) 274-0925 Fax (763) 274-0928

ROLL-OFFS ♦ SEPTIC SYSTEMS ♦ EXCAVATING
LANDSCAPING ♦ DEMOLITION

Bill To

City of Baldwin
30239 128th St NW
Princeton, MN 55371

COMMERCIAL Maintenance and Monitoring Contract

Date	Contract #
4/17/2025	25264

Site Address:

Frontier Trails

LUG

Steinbrecher Companies, Inc (SCI) will perform the maintenance and monitoring (M&M) of the onsite sewage system per the Operating Permit (OP) requirements. An annual report of all M&M activities will be sent to you and the LUG listed above. Any outstanding invoice(s) need to be paid in full prior to new maintenance activities commencing. This contract will automatically be renewed each year, unless the Customer provides written cancellation.

Description

Contract Date: (ex. February 1, 2025 - January 31, 2026)

Your system is recommended to have biannual cleaning services(April-May & September-October).

*Clean 8 recirculation pumps

*Clean 4 Dose Pumps

*Clean 4 Bio Tube Filters

*Service AX100to include:

-Bottle brush laterals

-Clean Nozzles

-Clean sheets

-Clean MM4 buoy

*this price includes labor, mileage, drive time

Any additional recommendations will be made at that time

Portable Hot Water Pressure Washer (flat rate)

Mid Summer Cleaning(July)

*4 Bio Tube Filters & Pump Screens

Qty	Rate	Total
2	1,500.00	3,000.00

2	450.00	900.00
1	1,000.00	1,000.00

Subtotal for New Contract Year**TOTAL Due on Account**

As property Owner/Manager:

* I agree to use this system within the parameters described in the original design and OP.

* I agree to hire SCI to perform the annual M&M as described in this contract.

All Parties agree that a signed, faxed or emailed copy of this form is considered a "Legal Binding Document." * Customer agrees that all invoices, including any amount due above, will be paid according to Steinbrecher Companies Inc (SCI) terms. * Payment Terms (unless otherwise noted above) are: Payment is due when Customer is invoiced. * All past due amounts are subject to a finance charge at the maximum rate allowed by state law, plus all costs of collections including attorney fees if incurred. Returned Checks will be charged a \$45.00 Fee. * Should there be any circumstances where SCI cannot complete the job, Customer still agrees to pay for time and materials used up to termination of job. * Prices above may include sales tax. If you are Tax Exempt please complete and submit exemption form. * All prices are based on cash or check payment. Alternate payment types may be charged additional 3% convenience fee. * All invoices are subject to a Fuel Surcharge(s). * Prices are subject to change without notice

Owner/Manager Signature

Date

Page 1 of 1
Print Name & Contact Phone #

Steinbrecher Companies, Inc.

13792 247th Avenue – Zimmerman, MN 55398
Phone (763) 274-0925 Fax (763) 274-0928

ROLL-OFFS ♦ SEPTIC SYSTEMS ♦ EXCAVATING
LANDSCAPING ♦ DEMOLITION

Bill To

City of Baldwin
30239 128th St NW
Princeton, MN 55371

COMMERCIAL Maintenance and Monitoring Contract

Date	Contract #
4/17/2025	25264

Site Address:

Frontier Trails

LUG

Steinbrecher Companies, Inc (SCI) will perform the maintenance and monitoring (M&M) of the onsite sewage system per the Operating Permit (OP) requirements. An annual report of all M&M activities will be sent to you and the LUG listed above. Any outstanding invoice(s) need to be paid in full prior to new maintenance activities commencing. This contract will automatically be renewed each year, unless the Customer provides written cancellation.

Description

* Rates above apply to service calls scheduled during regular business hours (M-F 7am – 5pm)

* Note the below items that may incur additional charges.

> Repairs, corrective service and/or maintenance measures or parts needed beyond those specifically mentioned in the OP; including but not limited to component replacement costs; for example:

- Any other failed components that need to be replaced.

> Septic tank pumping fees

> Regular Hours service call fees:

-Drive Time, per vehicle \$160.00/hour

-Mileage \$0.75/mile

-Onsite Time, Per Tech \$145.00/hour

> Emergency, After Hours and Holiday Service Call Fees:

- Drive Time, per vehicle \$195/hour

- Mileage \$.75/mile

- Onsite Time, Per Tech \$175/ hour

Qty	Rate	Total
0	0.00	0.00

Subtotal for New Contract Year	\$4,900.00
TOTAL Due on Account	\$4,900.00

As property Owner/Manager:

* I agree to use this system within the parameters described in the original design and OP.

* I agree to hire SCI to perform the annual M&M as described in this contract.

All Parties agree that a signed, faxed or emailed copy of this form is considered a "Legal Binding Document." * Customer agrees that all invoices, including any amount due above, will be paid according to Steinbrecher Companies Inc (SCI) terms. * Payment Terms (unless otherwise noted above) are: Payment is due when Customer is invoiced. * All past due amounts are subject to a finance charge at the maximum rate allowed by state law, plus all costs of collections including attorney fees if incurred. Returned Checks will be charged a \$45.00 Fee. * Should there be any circumstances where SCI cannot complete the job, Customer still agrees to pay for time and materials used up to termination of job. * Prices above may include sales tax. If you are Tax Exempt please complete and submit exemption form. * All prices are based on cash or check payment. Alternate payment types may be charged additional 3% convenience fee. * All invoices are subject to a Fuel Surcharge(s). * Prices are subject to change without notice

Owner/Manager Signature

Date

Print Name & Contact Phone #

Public Works Report – April 21st, 2025

Frontier Trails

- 21 - Hours invested over the past 25 working Days. (March 17th April 21st)

Parks

- Young Park – playground wood chips donated – PW installed
- Young Park – 1st fertilizer application completed
- Lake Heleen – Trash can install

Roads

- Plowing Events x 1
- Site reviews with HA, 305th, 285th for project review
- Total Road Patching Material 2025 season (U.P.M & HOT PATCH) – 4 tons
- Snowplow / sanding events x1
- Review surface treatments - Pavement Maintenance Plans (P.M.P) See Attached
- Southern Pines - 287th Ave & CR 19 / North Elk Lake Loop (near 14070 290th Ave) Request to excavate stormwater culvert egress & have culvert jet & vac (superior jetting)
- Stormwater Projects (Lake Diann & South Sandy Lake) waiting for B.P.A engineering estimates

Trucks / Equipment

- 2023 5500Hd – Recieved recall service at Gilleland Chevrolet

Aim Tree Service

Ash tree injection and removal experts

North Metro Tree Service

(763) 441-9727

30 Years Experience

Senior Discounts

WORKING AGREEMENT

DATE 4-15-2025

NAME Baldwin Public Works Dept (Phil)

ADDRESS 30239 Co Rd 45

Princeton

PHONE 763-350-1948

COMPLETE TRIMMING INCLUDES: Thinning to lessen wind resistance. Removal of dead wood and sucker growth. Cutting away interfering and weak branches away from house, garage, power lines and neighboring structures. Includes hauling and clean-up of all work sites.

① 10935 285th Ave Base R.O.W

② 28609 100th St

③ 28587 100th St 2 dead oaks cut to the ground

COMPLETE TREE & STUMP REMOVAL INCLUDES: Trees cut flush to ground (as close as possible) or stumps and surface roots removed to 6" below surface. Includes hauling and clean-up of wood, brush and stump chippings from site.

Sub 2175.00

OTHER SERVICES: Description as follows:



MN STATE SALES TAX \$

\$

North Metro Tree Service is Licensed and Fully Insured and is fully responsible for any damages to your property during the course of our work & clean-up.
BALANCE DUE AND PAYABLE UPON COMPLETION.

☐ Flyer ☐ Referral

Customer
Signature

☐ Phone ☐ Yellow Pages

Supervisor

Joe Hodge



Jake Seidenstricker

3658 Beetle Road | Princeton, Minnesota 55371
2182321609 | jakethetreeguy@yahoo.com | Jakestopnotch.com

RECIPIENT:

Baldwin Township

30239 128th Street Northwest
Princeton, Minnesota 55371

Quote #120

Sent on

Apr 15, 2025

Total

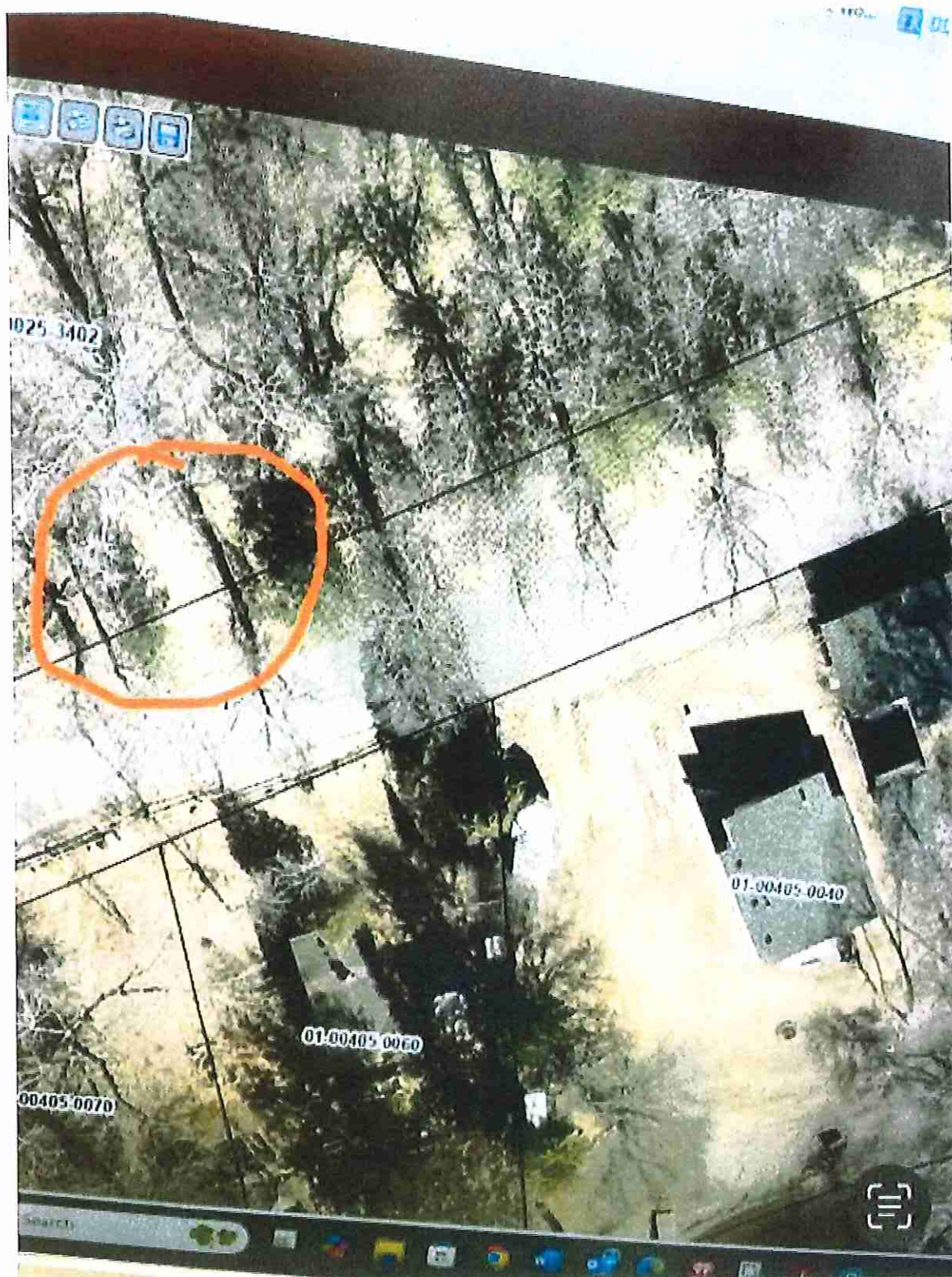
\$2,700.00

Product/Service	Description	Qty.	Unit Price	Total
Tree Removal	Remove 2 dead oaks on 100th st	1	\$1,800.00	\$1,800.00
Tree Trimming 285th Ave	Trim trees over ROW and broken branches	1	\$900.00	\$900.00
Subtotal				\$2,700.00
Government (0.0%)				\$0.00
Total				\$2,700.00

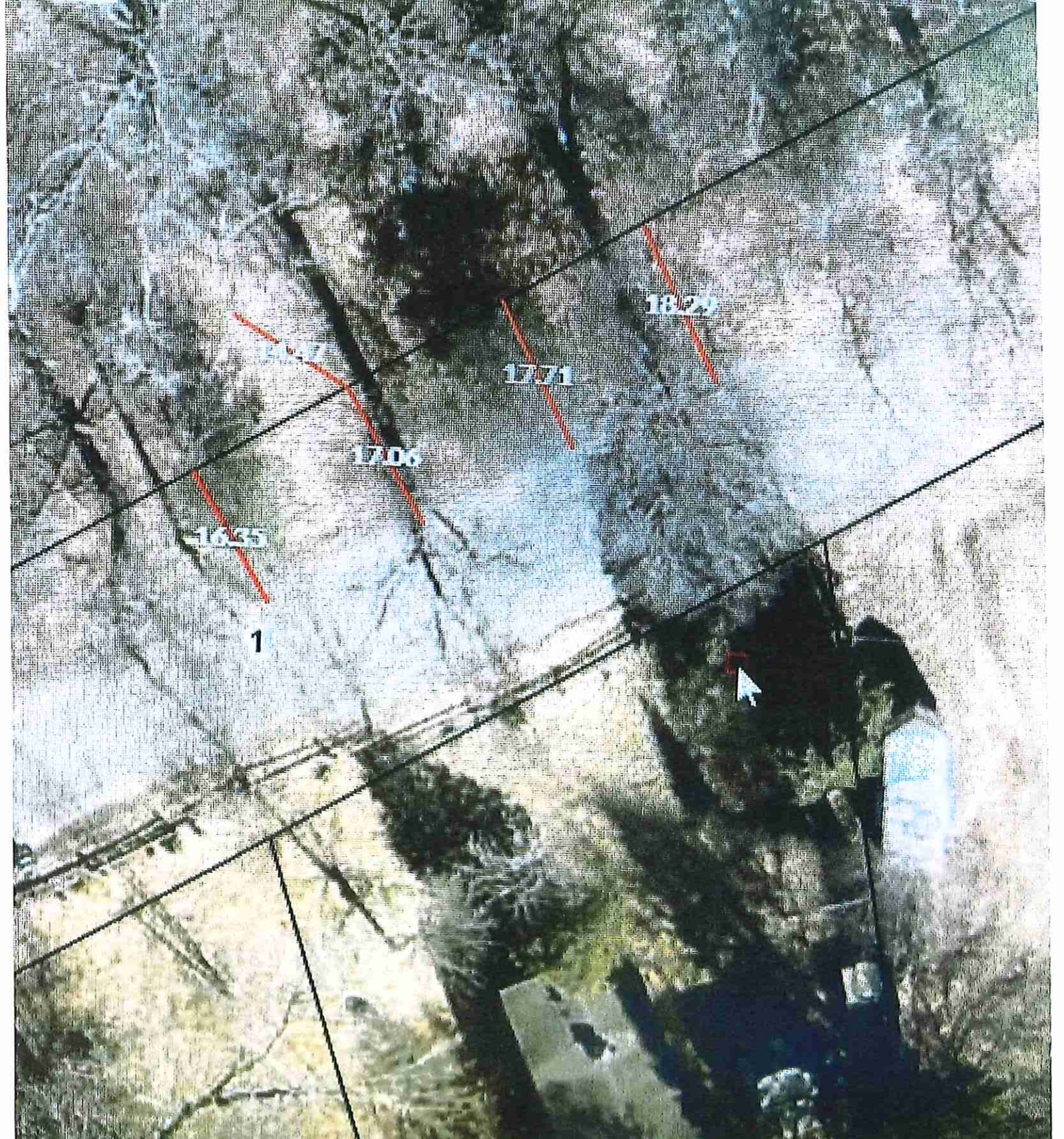
This quote is valid for the next 30 days, after which values may be subject to change.







25-3402



01-00405-0060



AMKA SAFETY
6441 Cecilia Circle
EDINA, MN 55439
Tel: 952-495-4492
Email: Bocar@amkasafety.com

QUOTATION#04152025 Rev Raised Crosswalk

Date: 04/15/2025

To: Joan Heinen / Zack Maintenance

City of Baldwin – Maintenance Minnesota
30239 – 128 th Street NW Baldwin, MN 55371-3752
To: Joan Heinen - City of Baldwin Clerk/Treasurer

We are pleased to offer the following Quotation:

Item No.	Description	Quantity	Unit Cost (\$)	Total Cost (\$)
Signs - Reflective Diamond Grade Sheets (DG3) & 3M EC film green 1177	302nd AVE NW // Typically 48" x 9"	50	\$145.00	\$7,250.00
Signs - Reflective Diamond Grade Sheets (DG3) & 3M EC film green 1177	100th ST NW // Typically 42" x 9"	50	\$145.00	\$7,250.00
Cones	PE Slimline 28" with 10 lb base sheeted with 3M DG (4" & 6")	50	\$55.00	\$ 2,750.00
Type 3 barricade	Type 3 Barricades with 3M DG both sides sheeted	4	\$775.00	\$3,100.00
Type 1 barricade	Type 1 Barricades with 3M EG	6	\$65.00	\$390.00
PPE	Safety PPE vests / jackets / pants	1	\$158.00	\$158.00
Total Quote without shipping cost (\$)				\$20,740.00

Signs:



Notes:

Thank you for your business and this opportunity to quote. We look forward to working with you towards our mutual success!

Kindest regards,
Bocar Kane
CEO – PRESIDENT
AMKA SAFETY
4445 WEST 77th Street
Suite 223
EDINA MN 55435
Tel: 952-495-4492

287TH AVE

SOUTHERN PINES

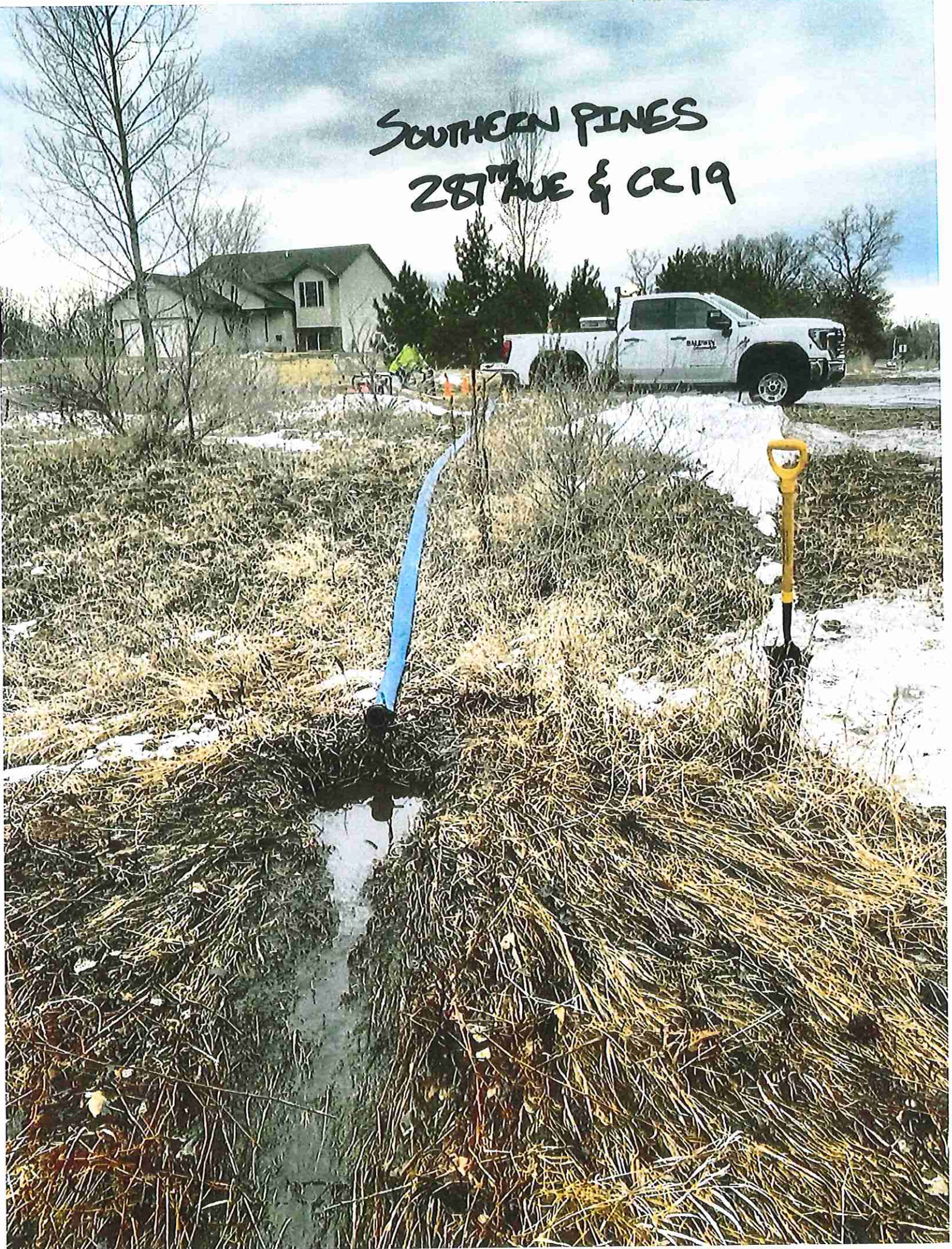


01-00513-0030

CG-19

Owner Address 10526 287TH AVE
PO BOX 276
ZIMMERMAN MN 553

SOUTHERN PINES
287TH AVE & CR 19



SOUTHERN PINES
287TH AVE & CR 19





ACE
WILSONVILLE, NC
704-427-2119

14070

NORTH
ELK LAKE LOOP
290TH AVE

BALDWIN

14070

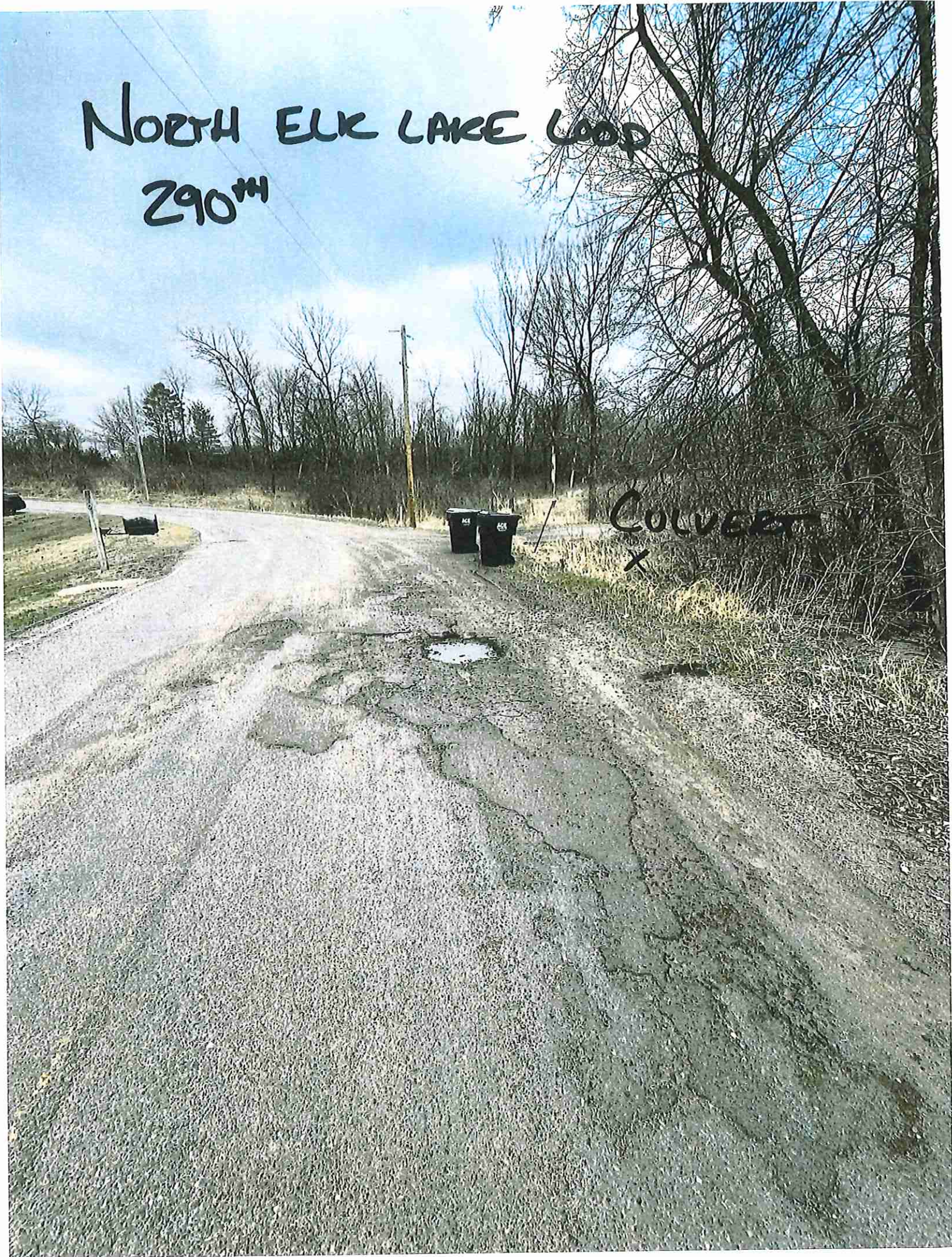
290TH AVE NW

NORTH ECK LAKE LOOP
290TH AVE



NORTH ELK LAKE LOOP
290TH

COLLECT
X



ESTIMATE

TW Hauling and Excavating, Inc.
27930 96th Street NW
Zimmerman, MN 55398

twhaulingandexcavatinginc@gmail.c
om
763-633-4660

Baldwin Township (C)
Bill to
Baldwin Township
30239 - 128th Street NW
Baldwin Township, MN 55371

Ship to
Baldwin Township
30239 - 128th Street NW
Baldwin Township, MN 55371

Estimate details

Estimate no.: 1042
Estimate date: 04/14/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Excavating	Repair Boat Landing Where it has Heaved Up - Inspected Landing, water is trapped behind the bank and the frost heaves the concrete runners up. I plan to remove concrete runners and dig out heaving area, 2-3 feet down, and replace with 1-1/2" Rock, Reset concrete runners to grade. Hopefully this will allow water to filter through rather than freeze and heave.			\$1,500.00
Total						\$1,500.00

Accepted date

Accepted by



31

6.5 HP Gas Plate Compactor Vibratory Asphalt/Soil Tamper Rammer with Built-in Water Tank

by Stark >



- 196cc engine supports up to 4000lbs. of impact force
- Water tank and sprinkler system ensure proper moisture level
- Built-in foldable wheel kit for easy transportation



\$839⁹⁵

Pickup at

[Brainerd/Baxter](#)

Ship to Store

Apr 17 - Apr 22

147 available

FREE

[Delivery Details](#)

Add to Cart

[View Full Product](#)

Enclosed trailer options

(Prices include all fees & transfer/out the door prices)

Absolute trailer

(Instock) 7x18 (10K Axel) \$10,504.25 (Recommended)

(Order: ETA 6-8 weeks) 7x18 (7K Axel) \$10,380.00

M&G Trailer

(Instock) 7x18 (7K Axel) \$11,040.66

(Order: ETA - 9 weeks) 7x18 (10K Axel) \$12,384.91

Absolute Trailer Sales

9485 Cahill Avenue

Inver Grove Heights, Minnesota (MN) 55076

Call Us: (651) 454-8650

<https://www.absolutetrailer.com/>



2025 STEALTH TITAN 7X18- 7' INTERIOR - 10K - CARGO TRAILER

RETAIL PRICE - \$10,695

OUR PRICE - \$10,295

SAVINGS - \$400

- GVWR: 9990
- Dry Weight: 2665
- Width: 7
- Interior Height: 7
- Cargo Carrying Capacity: 7325



EXTRA HEIGHT
5200LB AXLES

Standard Features

2x5 Tube Steel Main Rails on 7w

16" O/C Floor C-Channel Crossmembers

* 16" O/C Steel Tube Wall Studs

24" O/C Tube Steel Roof Bows

54? Tongue Length on 7w
2,000# Drop Leg Jack
Spring Axle w/4? Drop
Silver Radial Tires & Wheels w/Chrome Center Caps
SA/TA Models include 3500# Axles w/ST205/75R15 Tires
Wide Track Axle/s on 7wide – No interior wheel wells
Electric Brakes w/7-way Plug on TA & 7w SA
2-5/16 Coupler on TA & 7w SA Models
7-Way Electrical Plug on TA & SAE
* .030 Screwless Exterior Aluminum
Plastic Corner Blocks on Top Trim
(1) Pair Plastic Flo-Thru Vents
Seamless Aluminum Flat Top Roof
3? Flat Top Trim
3? Flat Bottom Trim
ATP Fenders
30? Slant Wedge on 7w Models
3/4? Drymax Floor
3/8? Drymax Walls
32W x 68H Side Door w/Barlock on 6w & 7w
Aluminum Door Holdback
Rear Ramp Door w/Flap & Spring Assist
Stainless Steel Door Hardware
LED Marker Lights & LED Strip Tail Lights
Limited 3 Year Structural Warranty

Upgrades
Extra Height

SE101749

Absolute Trailer Sales
9485 Cahill Avenue
Inver Grove Heights, MN 55076
Call or Text 651-454-8650
www.absolutetrailer.com

Disclaimer: Pictures may show "optional" accessories. Please call sales representative for more detail. Convenience fee may be charged for any debit/credit card transaction. Inventory moves quickly so please call or text to confirm availability.

PHOTOS



HIGHLIGHTS

- **Condition** New
- **Location** Absolute Trailer Sales
- **Stock Number** SE101749
- **Vin** 52LBE1825SE101749

- **Vehicle Type** Trailer
- **Category** Enclosed
- **Color** WHITE
- **Length** 18 ft

MANUFACTURER INFO

DISCLAIMER

Advertised pricing excludes applicable taxes title and licensing, dealer set up, destination, reconditioning and are subject to change without notice. Pricing may exclude any added parts, accessories or installation unless otherwise noted. Sale prices include all applicable offers. Not all options listed available on pre-owned models. Contact dealer for details.

Absolute Trailer Sales, Inc.

9485 Cahill Avenue
Inver Grove Heights MN 55076
6514548650

Buyer's Order

Baldwin Township

Date 04/15/2025
Deal No. 52882
Salesperson Jason Kraus
Lienholder NONE

H W C Email

I hereby agree to purchase the following unit(s) from you under the terms and conditions specified. Delivery is to be made as soon as possible. It is agreed, however, that neither you nor the manufacturer will be liable for failure to make delivery. By signing below I acknowledge I've seen the trailer and accept liability as of the date listed on this agreement.

Unit Information

New/U	Year	Make	Model	Serial No.	Stock No.	Price (Incl factory options)
New	2025	Stealth	TITAN 7X18- 7' I	52LBE1825SE101749	SE101749	\$10,295.00

lok

Options:

Dealer Unit Price	\$10,295.00
Factory Options	\$0.00
Added Accessories	\$0.00
Freight	\$0.00
Dealer Prep	\$0.00
Federal Excise Tax	\$20.00
Registration Tax	\$14.00
Plate Fee	\$13.50
Public Safety Vehicle Fee	\$3.50
Transfer Tax/Fee	\$10.00
Title Fee	\$8.00
Title Technology Surcharge	\$2.25
Filing Fee	\$13.00

Notes:

Cash Price	\$10,379.25
Trade Allowance	\$0.00
Payoff	\$0.00

Trade Information

Net Trade	\$0.00
Net Sale (Cash Price - Net Trade)	\$10,379.25
Sales Tax	\$0.00
Title/License/Registration Fees	\$0.00
Document or Administration Fees	\$125.00
Credit Life Insurance	\$0.00
Accident & Disability	\$0.00

TRADE-IN DEBT TO BE PAID BY BUYER(S) UNLESS OTHERWISE STATED HEREIN.

It is mutually understood that this agreement is subject to necessary corrections and adjustments concerning changes in net payoff on trade-in to be made at the time of settlement.

BUYER AND DEALER CERTIFY THAT THE ADDITIONAL TERMS AND CONDITIONS PRINTED ON THE BACK OF THIS AGREEMENT, INCLUDING AN "AS-IS" CLAUSE, DISCLAIMERS OF ALL WARRANTIES AND LIMITATION AND DISCLAIMER OF DAMAGES CLAUSES, ARE AGREED TO AS PART OF THIS AGREEMENT, THE SAME AS IF PRINTED ABOVE THE SIGNATURE.

Total Other Charges	\$125.00
Sub Total (Net Sale + Other Charges)	\$10,504.25
Cash Down Payment	\$0.00

Amount to Pay/Finance	\$10,504.25
-----------------------	-------------

Monthly Payment of \$0.00 For 0 Months at 0.00% Interest

NOTICE TO BUYER: (1) Do not sign this agreement before you read it or if it contains any blank spaces to be filled in. (2) You are entitled to a completely filled in copy of this agreement. (3) If you default in the performance of your obligations under this agreement, the vehicle may be repossessed and you may be subject to suit and liability for the unpaid indebtedness evidenced by this agreement.

Any motor vehicle sold to Purchaser by Dealer under this Order is sold WITHOUT WARRANTY, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE as to its condition or the condition of any part thereof except as may be specifically provided in a separate writing furnished to Purchaser by Dealer. BUYER SHALL NOT BE ENTITLED TO RECOVER FROM THE SELLER ANY CONSEQUENTIAL DAMAGES, DAMAGES TO PROPERTY, DAMAGES FOR LOSS OF USE, LOSS OF TIME, LOSS OF PROFITS OR INCOME OR ANY OTHER INCIDENTAL DAMAGES. The seller neither assumes nor authorizes any other person to assume for it any liability in connection with sale of such vehicle. This disclaimer in no way affects the terms of any remaining Manufacturer's warranty.

TRADE-IN NOTICE: Customer represents that all trade in units described above are free of all liens and encumbrances except as noted.
*With Approved Credit. Interest rates and monthly payment are approximate and may vary from those determined by the lender.

Customer(s) Signature _____

Dealer Signature _____

See important Additional Terms and Conditions on reverse side or second page.

4/15/2025

Absolute Trailer Sales

9485 Cahill Avenue, Inver Grove Hgts, MN 55076 Direct (651) 360-2090 Fax (651) 905-7015

Quote

4/15/2025

Name	Zachary Good	JASON KRAUS
Address		
City		State/ Zip
Phone	7632863395	Fax
E-Mail		

[illegible]

1/3 Non-Refundable Deposit Required for Orders 15% Re-Stocking Fee on Unused Returns within 7 Days No Returns on Electronics. 2% Credit Card fee applies on trailer purchases over \$500.00. We Can Not Guarantee End Use Compatibility. Due to Covid and market instability prices are subject to change without notice. A written document explaining surcharge will be including. By ordering trailer you

Sub Total	\$10,170.00
Sales Tax	\$0.00
Lic, Title, & Reg	\$210.00
Total	\$10,380.00

* 3500K AXELS
BUILD TIME 6-8 WEEKS

M&G Trailer

9387 NW Highway 10

Ramsey, Minnesota (MN) 55303

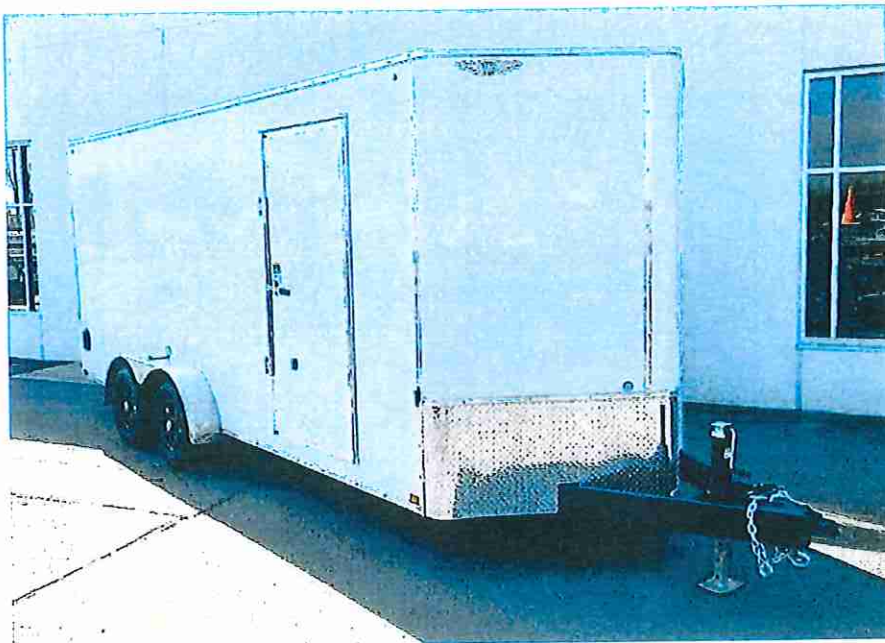
Call Us: (763) 506-0930

<https://www.mgtrailer.com/>



2025 H&H TRAILERS® 7X18 ENCLOSED CARGO TRAILER - 7' INTERIOR - WHITE

\$9,995



*payload
4570#*

H&H 7X18 ENCLOSED CARGO TRAILER - 7' INTERIOR - WHITE

7,000# GVWR - Tandem 3,500# Drop Spring Axles - Electric Brakes - Easy Lube Hubs - 7' Interior Height (+12") - 225/75R15 Load Range "D" Radial Tires - 15" Black Steel Wheels - 4" Tube Steel Frame - 24" O/C Channel Steel Crossmembers - *030 Bonded Aluminum Exterior - 24" O/C Floor - 24" O/C Roof - 24" O/C Walls - 30" V-Nose - Aluminum Fenders - Weather Coated Tongue & Rear Bulkhead - Fully Undercoated Body - Flat Roof Design w/ Slight Slope - 24" ATP Stone Guard - 2-5/16" Coupler - 2,000# Swivel Tongue Jack w/ Foot - Aluminum H-Channel Wall Transitions - 3/4" Engineered Wood Flooring - 3/8" Wood Walls - Extruded Aluminum Trim - LED Lighting - (2) 12V Dome Light & Switch - 7 Way Round Plug - Flow Thru Vents - 1,000# Spring Assisted Rear Ramp Door - 75" Rear Door Opening - 32" Side Door with Flush Lock & Bar Lock - 3 YEAR WARRANTY

UPGRADES: 7' Interior Height (+12")

PHOTOS



HIGHLIGHTS

- **Condition** New
- **Location** Ramsey MN
- **Stock Number** 24111903
- **Vin** 5JWTC1826SN604703
- **Vehicle Type** Trailer
- **Category** Enclosed Cargo
- **Color** WHITE
- **Length** 18 ft
- **Width** 7 ft
- **GVWR** 7000 lbs
- **Axle Capacity** 3500 lbs
- **Hitch Type** Bumper Pull

MANUFACTURER INFO

DISCLAIMER

Advertised pricing excludes applicable taxes title and licensing, dealer set up, destination, reconditioning and are subject to change without notice. Pricing may exclude any added parts, accessories or installation unless otherwise noted. Sale prices include all applicable offers. Not all options listed available on pre-owned models. Contact dealer for details.

M&G Trailer Sales, Service and Rental

9387 Highway 10 NW
Ramsey MN 55303
763-506-0930
www.mgtrailer.com

CITY OF BALDWIN

Date
Invoice
Salesperson Neilee Robeck

BALDWIN, MN 55371
H W

C 763-225-7169

I hereby agree to purchase the following unit(s) from M&G Trailer Sales under the terms and conditions specified. Delivery is to be made as soon as possible. It is agreed, however, that neither you nor the manufacturer will be liable for failure to make delivery.

Unit Information

New/U	Year	Make	Model	Serial No.	Stock No.	Price (Incl factory options)
New	2025		Temporary MU		TEMP	\$9,995.00

Options:

7K unit in stock
7x18 H&H

Dealer Unit Price	\$9,995.00
Parts & Accessories	\$0.00
Labor	\$0.00
Cash Price	\$9,995.00
Trade Allowance	\$0.00
Payoff	\$0.00
Net Trade	\$0.00
Net Sale (Cash Price - Net Trade)	\$9,995.00
Sales Tax	\$0.00
Vehicle Tax	\$687.16
Federal Excise Tax	
Document or Administration Fees	\$275.00
Registration Tax	\$13.00
Plate Fee	\$13.50
Public Safety Vehicle Fee	\$3.50
Transfer Tax	\$10.00
Title/Transfer Fee	\$8.25
State/Deputy Filing Fee	\$12.00
MN Vehicle Excise Tax	\$20.00
DRVS Surcharge	\$1.00

Title Tech/Reg Tech Srchg \$2.25

Notes:

Trade Information

Sub Total (Net Sale + Other Charges)	\$11,040.66
Deposits	\$0.00
Balance Paid	\$0.00
Amount to Pay/Finance	\$11,040.66

NOTICE TO BUYER: (1) Do not sign this agreement before you read it or if it contains any blank spaces to be filled in. (2) You are entitled to a completely filled in copy of this agreement. (3) If you default in the performance of your obligations under this agreement, the trailer may be repossessed and you may be subject to suit and liability for the unpaid indebtedness evidenced by this agreement. NON-REFUNDABLE DEPOSIT~ All amounts paid hereunder shall be nonrefundable once paid.

TRADE-IN NOTICE: Customer represents that all trade in units described above are free of all liens and encumbrances except as noted.

*With Approved Credit. Interest rates and monthly payment are approximate and may vary from those determined by the lender.

Customer Signature _____ Dealer Signature _____

Thank You for Your Business!

M&G Trailer Sales, Service and Rental

9387 Highway 10 NW

Ramsey MN 55303

763-506-0930

www.mgtrailer.com

CITY OF BALDWIN

Date

Invoice

Salesperson Neilee Robeck

BALDWIN, MN 55371

H W

C 763-225-7169

I hereby agree to purchase the following unit(s) from M&G Trailer Sales under the terms and conditions specified. Delivery is to be made as soon as possible. It is agreed, however, that neither you nor the manufacturer will be liable for failure to make delivery.

Unit Information

New/U	Year	Make	Model	Serial No.	Stock No.	Price (Incl factory options)
New	2025		Temporary MU		TEMP	\$11,250.00

Options:

7x10 10K H4H
to order

finish end of may (white)
deliver mid June

Dealer Unit Price	\$11,250.00
Parts & Accessories	\$0.00
Labor	\$0.00
Cash Price	\$11,250.00
Trade Allowance	\$0.00
Payoff	\$0.00
Net Trade	\$0.00
Net Sale (Cash Price - Net Trade)	\$11,250.00
Sales Tax	\$0.00
Vehicle Tax	\$773.44
Federal Excise Tax	
Document or Administration Fees	\$275.00
Registration Tax	\$13.00
Plate Fee	\$13.50
Public Safety Vehicle Fee	\$3.50
Transfer Tax	\$10.00
Title/Transfer Fee	\$8.25
State/Deputy Filing Fee	\$12.00
MN Vehicle Excise Tax	\$20.00
DRVS Surcharge	\$1.00
Title Tech/Reg Tech Srchg	\$2.25

Notes:

Trade Information

Sub Total (Net Sale + Other Charges)	\$12,381.94
Deposits	\$0.00
Balance Paid	\$0.00
Amount to Pay/Finance	\$12,381.94

NOTICE TO BUYER: (1) Do not sign this agreement before you read it or if it contains any blank spaces to be filled in. (2) You are entitled to a completely filled in copy of this agreement. (3) If you default in the performance of your obligations under this agreement, the trailer may be repossessed and you may be subject to suit and liability for the unpaid indebtedness evidenced by this agreement. NON-REFUNDABLE DEPOSIT~ All amounts paid hereunder shall be nonrefundable once paid.

TRADE-IN NOTICE: Customer represents that all trade in units described above are free of all liens and encumbrances except as noted.

*With Approved Credit. Interest rates and monthly payment are approximate and may vary from those determined by the lender.

Customer Signature _____ Dealer Signature _____

Thank You for Your Business!



CITY OF BALDWIN

30239 128th Street, Princeton MN 55371

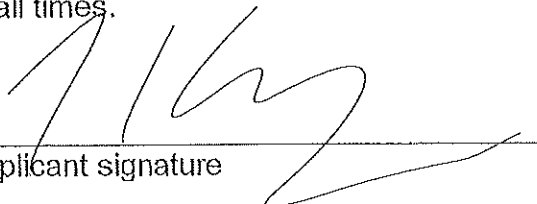
30239 128th Street, Baldwin, MN 55371

Telephone: (763) 389-8931 Fax: (763) 389- 2751

ROAD RESTRICTION VARIANCE PERMIT

April 16, 20 25

It is hereby agreed and understood that if this permit is granted, the undersigned or the employer of the undersigned shall conform to all requirements contained herein and that if permitted load causes any damage to the roadway, the undersigned or the employer shall promptly pay the City of Baldwin all costs incurred in repairing said damages. This permit is only valid for the dates indicated and must be carried in the overloaded vehicle at all times.


Applicant signature

April 16, 2025

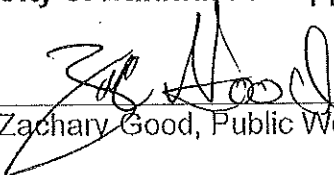
Date

Company Name: Joshua Krenz - 136th St Resident

Valid Dates: 4-22-25 to 6-1-2025

Roads Traveled: 136th St NW / North of CR42

City of Baldwin Pre-Approval:


Zachary Good, Public Works Supervisor

APRIL 16TH 2025
Date

City of Baldwin Final Approval:

Jay Swanson, Mayor

Date



BALDWIN CITY COUNCIL REGULAR MEETING

FEBRUARY 24TH, 2025

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

Jeff Holm arrived at 7:45 p.m.

Also Present – City Attorney; Bob Ruppe from Couri & Ruppe and City Engineer; Matt Kind from Hakanson Anderson

Call to Order – The February 24th, 2025 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.

January 2025 final Treasurer's Report – Beginning balance of \$975,411.07, Receipts of \$84,258.22, Disbursements of \$365,634.74; Check Numbers 28264 – 28317 and 49 EFT Payments which includes the Fire Department Payroll in January. This leaves an unaudited ending balance of \$694,034.55.

February 2025 Preliminary Treasurer's Report – The Clerk/Treasurer reported a beginning balance of \$694,034.55, Receipts of \$165,562.54, Disbursements of \$188,743.24, leaving an unaudited balance of \$670,853.85.

Public Comment Requests:

- Larry Doose: 900 Airport Road, Princeton – Mr. Doose attended the City Council meeting tonight to discuss the road agreement on 136th Street. Mr. Doose would like to limit the responsibility of Sylva Corporation for 136th Street only for the northern section of approximately 700 feet from County Road 3. Mr. Doose communicated that the business on this road has been scaled back to select vendors and not to include residents. Entrance will be designed for trucks to enter into the north only off of County Road 3. **Case/Walker unanimous to approve** City Attorney, Ruppe, to work on modifying 136th Street road agreement. This would be for 700 feet responsibility to Sylva Corporation and a resolution, if needed, for weight restrictions. City Engineer, Kind, to work on weight restriction signage.
- Anita Schneider: 14151 296th Circle NW – Questions about voting on the Fire Department ladder truck. Anita was at the February 10th, 2025 reconvened

meeting when the vote failed for the aerial apparatus infrastructure equipment/ladder truck for the fire department. The vote failed due to a 2-2 tied vote. Anita was under the impression that Roberts Rule was followed for Baldwin's City Council meetings. City Attorney, Ruppe, stated that Roberts Rule has not been adopted by the City Council. City Attorney, Ruppe, stated that the Council can govern the city as they feel appropriate.

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

- Approve Claims List – Check Numbers 28346 – 28390 for \$104,913.97 and 7 EFT Payments for \$4933.66 for a total of \$109,847.63.
- Approve City Council Meeting Minutes for February 3rd, 2025 and Reconvene City Council Meeting Minutes for February 10th, 2025.

Engineering:

Discuss Soil Borings on 100th and 297th Street – City Engineer, Kind, indicated that additional soil borings were scheduled to be drilled Tuesday, February 11th, 2025. Due to the extreme cold, this did not get done. Braun is scheduled to drill for soil borings on February 25th, 2025 and the soil borings will be sent to Kind, the City Engineer. Braun is doing 10 new soil borings on these roads. There are several troubled areas and sinkholes on these roads. Baldwin's Public Works Supervisor, Zac Good, has been in contact with the City Engineer in the past regarding these areas. These areas previously communicated to our City Engineer by our Public Works Supervisor, Good, are South of 29038 100th St. West side of road 2 locations (75' sinkhole area), Re-drill near 29239 100th St. West side of Rd., East of 10659 297th Ave. South side of Rd. and 297th Avenue and 104th Street on the northside of the road and west of the intersection. Swanson questioned if 10 soil borings were enough and City Engineer, Kind, indicated it is enough based on previous soil borings.

Discuss Stormwater Projects for Sandy Lake and Lake Diann – City Engineer, Kind, received reviews and comments from Bogart & Pederson and they offered responses to the comments and recommendations that have been made in the review. Kind recommends Bogart & Pederson facilitate the request for proposals (RFP) since they completed the original plans. The Council agreed that Bogart should do the RFP's. Swanson said that the curve and gutter should be concrete. This is a cost share with Sherburne County Soil and Water (SWCW). Rush indicated that SCSW was to pay the engineering. Kind indicated that on the Lake Diann side there is an apron that is asphalt. This is to be replaced with concrete as well per the City Council.

Jeff Holm arrived at 7:45 p.m.

Discuss Culvert Repairs on 305th Avenue – Rush spoke that he is following up on the culvert repairs on 305th avenue from last fall. There were 4 culverts that dropped and they need to be replaced this spring. The culverts will need to be removed and replaced with the appropriate grade. Last fall the City Engineer, Kind, received the design plan for the removal and replacement of the culverts along with limited ditch grading. Kind is

asking if he can send these design plans out to get Request for Proposals. City Engineer, Kind, indicated that he has a list of contractors from Rush and the Public Works Supervisor, Good. Kind stated if the Council had any other recommendations for contractors that Kind should be reaching out to, that the Council should let him know.

Discuss MSA Funding – City Engineer, Kind, explained the 2 options for maintenance funding distribution of MSA funding. The default provision the city can get is \$1500.00/improved mile. The other option is 25% of the total annual distribution which the vast majority of cities opt for. The 25% maintenance distribution is received every year regardless of if the city has a road project or not. The 25% maintenance received yearly can be used for any road expenses and is not tracked by the State of Minnesota. For the construction distribution, the city must have a project that has begun construction activity to request any of the annual 75% allotment. The other 75% gets banked and doesn't ever go away per City Engineer, Kind. Kind indicated you can borrow for up to 5 years against the MSA Funding. An example of this would be if a city had large road projects. You cannot request money until a project has begun construction activity in order to get the remaining 75% allotment. City Attorney, Ruppe, indicated you can pledge the money up to 10 years to service the debt service fund.

Discuss 278th, 120th and 123rd Punchlist for Pavement and Culverts Repairs – Rush brought this up because of the pavement and culvert repairs needed in this area. The culverts were repaired in this area and additional repairs need to be done this spring. Kind indicated he doesn't have any concerns on the culvert flow, he does not have any concerns in this area and believes that nature will take care of this area. Kind indicated that Knife River will want to be paid for the pavement repair but this is corrective repairs and Hakanson Anderson is disputing these charges with Knife River.

Frontier Trails Update:

The Clerk received an email from Wastewater Manager, Mike Gwynn, stating the numbers look good for January 2025. Gwynn went on to state with the cold weather in February, the treatment is not as good and the limit for total nitrogen may need to be looked at.

The financials for Frontier Trails show total receipts of \$4228.80 and disbursements of \$55,033.95 which is due to the first bond payment in 2025. This leaves a negative balance for the month of January 2025 of \$50,805.15.

Road Report:

Discuss Public Works Report – Full Public Works report available in the Clerk's Office

Discuss/Approve/Disapprove 2024 Freightliner Plow Truck Change Order – With the revised change order, the price was reduced by approximately \$3000.00. The quote from Towmaster truck is \$47,248.00 and the quote from J-Craft is \$100,377.00. Towmaster quote is 15 weeks, so the middle of May for the plow gear. The truck build would then be slotted for a June/July 2025. Baldwin's Public Works Supervisor communicated that this timeline is probably going to be extended until

September or October. City Attorney, Ruppe, discussed that the City should look into Sourcewell out of Staples, MN. City Attorney, Ruppe, does not recommend Towmaster due to the liability that is stated in their contract. The City has the truck, just not the components. **Rush/Walker unanimous to table** until the March 3rd, 2025 City Council meeting in order for Public Works Supervisor, Good, to reach out to Sourcewell.

Discuss Enclosed Trailer for Public Works – Walker spoke that having an enclosed trailer for Public Works would be more efficient for putting signs in and lawn mowers for parks and cemetery. Swanson asked what size and Walker indicated 26 feet. Case asked new or used and Walker indicated new. Rush stated that we should look into used trailers as well. Walker to bring pricing back to the March 17th, 2025 City Council meeting. Swanson would like to see used and new pricing.

Discuss/Approve/Disapprove EMS Sign Charge Changed from \$30.00 to \$35.00 – Pricing from M-R Sign increased from \$30.00 to \$31.70. Pricing could increase due to tariffs. **Rush/Walker unanimous to approve** EMS sign increase to \$35.00 per sign.

Discuss/Approve/Disapprove EMS Signs Changing from Baldwin to the City of Baldwin – **Case/Rush unanimous to approve** all new EMS signs to continue to read Baldwin.

Discuss Obstructions in Road Right of Way – Rush spoke of obstructions in the road right of way. Rush stated that steel poles, cement and any obstructions should be removed due to safety of residents and snowplowing. Baldwin's City Attorney, Ruppe, said that it is the responsibility of the City to send letters and enforcement of obstructions in the road right of way. Rush would like Baldwin's Facebook page, website and newsletter to include communication on obstructions in the road right of way and the immediate need to be removed due to safety. Case indicated that we need to protect the City when there is obstructions in the road right of way. If Public Works or a Snowplow Driver sees these obstructions, they need to bring this to the attention of City Staff. Swanson would like the concrete slab removed at PID# 01-00551-0235. This is a safety issue and should be removed immediately. **Case/Rush unanimous to approve** removing cement slab at PID# 01-00551-0235 in the road right of way. The Public Works Supervisor, Good, is unclear of the fiberglass rods. Good thinks these rods are a benefit to the snowplow driver's. Case and Rush do not have an issue with these fiberglass rods in road right of way.

Tabled Items:

Discuss/Approve/Disapprove 136th Street Road Agreement – This has already been discussed under Public Comments Request's.

Discuss Yearly Goals for 2025 – City Council 2025 yearly goals were completed. The City Council 2025 yearly goals are attached as the last page of these meeting minutes.

New Business:

Discuss/Approve/Disapprove Infrastructure Committee Members – The City Council received 13 applicants. Holm would like the first meeting to be on goals, expectations and a tour of Baldwin's current facility. Holm stated that originally it was voted to have 7 members. The City Council liaison for these meeting is Walker and Holm. The recommendations would come in 6-7 months from the Infrastructure committee. The first meeting to be Thursday, March 27th, 2025 at 7:00 p.m.
Holm/Walker unanimous to approve March 27th, 2025 at 7:00 p.m. and to have all 13 applicants, 7 meetings with a \$40.00 stipend for a total of \$3640.00.

Discuss/Approve/Disapprove Purchasing Used Aerial Apparatus Truck worth \$2,000,000 for \$10,000 –

Mayor Swanson: That's me meaning I put that back on and so this is back on the agenda um and I'm just going to say that hindsight being 2020 what probably should have happened um we recessed the February 3rd meeting to give everybody a chance to take a look at that and we recessed that meeting on the 10th of February and in the hopes that we would have a full Council and we didn't. What probably should have happened at that point in time, and I'll take the onus on me whatever but it probably should have been tabled because we didn't have a full Council. That way at least we would have gotten the word of the full Council. And so basically what had happened is um that we a motioned, I made a motion and Mr. Case seconded it and that was to purchase this truck whatever and it failed due to a tie. So because of the way the statute is written, that is, if it's a tied vote, it's a failed vote.

Um, After that, I had sent a text to Mr. Holm, and I told him that because it had tied for a fail or failed because of a tie and also to now we had some words from our attorney earlier in the day whatever that says we can bring these things back up. I am just going to say as the Mayor, as me, my personal feelings is we didn't get a full, ahahah, the people of the town weren't fully represented. In other words, we did that, I should have tabled that at that point in time until we had a full council, and we didn't. I emailed or texted I should say, Mr. Holm and, whatever, asked him, cause I had not heard from his words if you would, was if he was up or down at this point in time and we ultimately ended up with a phone call and he said that he had enough information at that point in time, that he would be willing to entertain it if it was put back on the agenda. Mr. Holm, I will let you elaborate on that because I know it's your words from your mouth.

Holm: Sure, um, I wasn't able to attend that meeting due to work and um, you had sent that text I believe on Wednesday, and Thursday, and a, I came into the Town Hall and actually went over to the Fire Department and took a look at the truck. I had not seen the truck. And while I was over there, I did have a chance to talk to a couple of fire department members as they were getting ready for a grass fire call and got some insight from them and, kind of checked out the truck. Kind of realized it wasn't what I had quite in my mind and I reached out to Chief Case and I spoke with him for a good long while on the phone, and I also got in a got in touch with Bruce West because Bruce had made comment at the meeting on Monday of that week, and got his insight about it

and learned that it is actually a quint and then I, they explained, and I did my own homework on what is a quint and I found that, you know, the truck is in exceptional condition and there is a lot of different ways that it could be utilized and I think if I had been here on Monday at that meeting, I didn't have that much insight on it or have had the opportunity or made the opportunity to reach out to our fire department, um, folks to see where they are coming from on it and after that, I think it could be, a great value to the township in many ways that we would be able to utilize it.

Mayor Swanson: City, City

Holm: City, did I say township?

Mayor Swanson: Yeah

Holm: It's so hard to get that out. Anyways, so with that I'm going to make a motion to approve purchasing the truck for \$10,000.

Rush: Mr. Mayor, further discussion when Mr. Holm is done.

Mayor Swanson: Well, there is a motion on the table that needs to be seconded. So, there is a motion, is there a second?

Case: I'll second.

Mayor Swanson: Motion seconded. Any further discussion?

Rush: Yeah, before we move the vote here, I just want to say, I am disappointed in how this whole process came about. At the January 6th meeting, we had a discussion, Mr. Mayor found it on Facebook, it was here, it was brought for discussion only, to have the chief go out with fire department personnel to go look at it and then, um, January 27th, I chaired a meeting in your absence and there was no discussion about the fire truck, anything. January 28th, I come to, I am driving to the school board meeting and I'm about to drive off the road, the truck is sitting outside there. So, I called Joan the next day and asked her what's the truck doing here. I am a city council member, I knew nothing about this and...

Walker: I didn't know

Rush: and either did council member Walker or council member Holm. So, there has to be a new process in place going forward. And I understand, that you Scott, the Chief called the mayor, to bring it over here because there was interest from other parties are interested and it was kind of a show and tell for City Council. Problem is, there was no show and tell for the City Council because there was no email sent to the city council letting them know that the truck was there. I found out because I called. And, I know there was a text sent to the fire department to come look at the truck but there was no communication. Come February 3rd meeting, I am presented to vote on this, there is no

paperwork or nothing, no maintenance records, no um certification questions and as a city council member, I want to do my due diligence and that's why I made a motion to table it to the February 10th meeting. And you already explained it, two to two vote and then here we are. I thought the truck would have been returned back to the vendor, but here it is on the agenda, and that's where we are today. So going forward, whatever the vote is, I think we have to have better communication. As a city council member, I was very quite very disappointed in how this whole thing transposed. And going forward, I spoke to Bob about this, that we need to have a process that there is something in place cause, if I bought a plow truck and brought it back here, and just had the maintenance crew go look at it. Then have the snowplow drivers come and look and you guys didn't know about it. I would probably need a case of charmin, a truck load.

Holm: We didn't buy it

Rush: No, I'm saying bringing it back

Case: But you implied that we bought it. We didn't buy it. We brought it back to let everybody look at it. Tom, when you saw the truck here and you guys were aware of it here, had you gone over to look at it? Not, either one of you two have not gone over to look at it. It's been here a couple weeks. You haven't even bothered to look at it. If you want to do due diligence, at least look at the truck. If you had looked at the truck, and still decided yeah..

Rush: Ok that's your opinion Scott but for me..

Case: So if I shop for a car and I never look at it

Rush: There was no communication to send an email to the board or a personal phone call like it was made with Jeff that you discussed. Hey Tom the trucks here, come and look at it. I was out of town that weekend and I come to the February 3rd meeting and there is nothing in front of me. What am I suppose to vote on? I have no maintenance records, you brought a stack of books over. What am I suppose to vote on? Ok – If I'm going to purchase something, I want to see the maintenance records, the certifications are going to cost, I already gave my opinion about why I wanted

Case: By the end of the meeting, the maintenance records were over here.

Rush: yes, I'm not going to look through a stack of books, that's why I made a motion to table it.

Mayor Swanson: Well, that's why we recessed the meeting to the 10th.

Rush: Yes, but I'm just saying the communication process

Case: Another week.

Rush: The communication process needs to be better, gentleman, I'm just saying.

Mayor Swanson: and I am not saying it doesn't but

Rush: I am not saying anybody did anything wrong, I'm just saying, we need to work on a better process. Of this coming, of being presented, communication is key. There is 3 city council members that didn't get any notification the truck is here, I mean, I know I'm a

Case: The intention was not to bring it back that day. The owner said take it. It's a nice day, show it to the city council. So that's what we did. And I called the Mayor before we left there to check with him.

Mayor Swanson: and before I did that, I talked with Joan to make sure we check with the League of Minnesota Cities for insurance to make sure we have a rider to cover us to be able to do that, otherwise no. And also to make sure to tell the seller that on no uncertain terms, the council doesn't approve it, for whatever reason, its coming back. He's going to have four and a half hours, four hours, five hours, of mileage and time on the machine once he gets it back. And he was apparently ok with it.

Case: He's been great.

Mayor Swanson: And so, being that it was here and you saw it and weren't made aware of it by email or any chains like that, I can understand that but I thought that that's what the extra week was for. I thought that we recessed that meeting for a week that you guys could get over there and take a look at it so whatever. So from my standpoint, you guys were given time, you know what I mean, we discussed it that night. Is that enough time for you? We recessed this for a week. Mr. Ruppe was there at the meeting as well. Do we recess this for one week or do we need more time and anyway, it was said that both of you had thought that it would be possible. And what also made it available hopefully for another meeting for Mr. Holm then. You know, to be available to make this vote. Again, like I said earlier here, I will take the onus of all of that because what we should have done didn't have a full council, so would have had to table it at that point in time until we had a full council to vote. Once we had a vote, it would have been with the full council. And again, I am just going to say this for my own stand point here, whatever, I think it is a phenomenal deal for the town. Phenomenal deal for the city. Phenomenal deal for the Fire Department. And I also want to take a minute here and discuss or describe why I put it on the agenda as I did. I had hoped that 2 million dollars for 10,000 dollars would fill this room. So that a whole lot of us, whatever, could have had this discussion here and done that. That being said, we know for a fact, hang on, we know for a fact that we have purchased, we have signed the purchase agreement for the new pump truck. And that is going to be a little over 1 million dollars and a 4 year delivery. Alright, so now, what we have in this truck, as Mr. Holm eluded to, we have a quint, this is also a pump truck, so it's not like unless we need the ladder it's not going to leave the barn. This is actually a replacement. And we had another issue come up actually, it was a fire scene, where pump 1, sorry if I got the numbers

wrong, but at any rate, pump 1 was down. Right, so here they are squirting water at a fire and that pump went down. Well, and so now what they had to do, was do some scrambling to get the other pump hooked up, water going again, here it is. Does this truck have anything to do with that? No not at all. Zero, zip, nada. But the other part of that is, now we were down to 1 pump truck. Right, and something were to happen at some point in time, we were down to 1 pump truck. I don't know if we got this one fixed yet or its back in service or whatever, there it is. So the other part is with this truck now, we can use that actually for another pump. Right, this is everything we bought for a million dollars, plus a ladder on top of it. And so, doing some investigation, we got from a resident who was in the know, that said the new truck was 2 million dollars. I was also talking to somebody from the city of Otsego who just started their new fire department over there and they had just purchased 2 trucks. One is a ladder truck, one is a pump truck and for those 2 pieces of equipment is over 4 million dollars. And it didn't go all to the pump truck, a good part was the ladder truck. So are we discussing the deal that we have in front of us today for 10,000 dollars? Yes we are. Will this ever happen again? Who knows, we don't know. I don't know. Maybe. Yes. Maybe. Never. Who knows, I don't know.

Rush: I don't have a problem if that happens again. I just want to know the process.

Mayor Swanson: No, I know. But I'm just telling you, that this is what I want to do and the seller wants 10,000 dollars. And so, as some kind of thing, I thought it was worth a discussion. And I will take it on me as well again to say I put it on the agenda, Mr. Holm had an idea and he had not been heard yet. Right, so if we get a full council involved in an actual vote, I think more represents the township, oh now I'm doing it, the city, right, and so here we are.

Holm: Mr. Chair. Mayor.

Mayor Swanson: Yes

Holm: Prior to the February 10th, the reconvening, the recess, so prior to that I had a lot of questions and concerns about certifications and maintenance and Council Member Walker took the books home and read through them and they were pretty straight forward is the report I got back from him and there was nothing, no major anything that jumped out at him or whatever. Um, I have heard confirmed the certification the cost of that is not insignificant. As of right now, is there any known repair, that you...

Case: As in any apparatus like that, I think there is probably going to be, as I reiterated in prior meetings, it was about, you know, I was thinking up to 10 grand, just, we had the people working on a rig and they took a quick glance at this rig and probably 3,000 dollars just to get it up and running. It runs now, but it needs some new dials and little lights

Mr. Holm: For the pump?

Case: For the pump, yeah.

Holm: OK, and then it looks funny when you say 2 million on here Mayor Swanson

Mayor Swanson: That's a new one.

Holm: For a new one.

Rush: yeah, that's brand new.

Holm: but I did look around the used market. And I didn't find any for 10,000 or 15,000, or 20,000. They were 150 to 200,000 for 15 years old and older. And they weren't all exceptional looking either in the photos. Some of them were kind of used up, some of them were maybe not the perfect fit either too. I think this one is kind of the sweet spot, um, that it would work in a lot of different ways. I don't know if you could talk about maybe, you mentioned the squirter..

Case: It's got a squirt on it, it's a 66 boom ladder, its undersized for most municipalities, but it works for here. It is slightly longer than our current pumpers. It's a single axel. It's a quint, which a quint is basically a pumper truck with a ladder attached and just short term, a synopsis of it. But it's a multi-functional rig. We can use it at accident scenes as a blocker, it carries more equipment. We had a fire last Sunday, a pole barn. It was 10 below, it was icy. The one the Mayor referred to. We were trying to put a 24-foot ladder up against the side, to have a steel pole barn on slippery icy stuff, where with this ladder we can just extend the ladder, put the nozzle right in the holder. Cause I had firefighters up there trying to cut and lock it in and stuff, we couldn't go back up that ladder later on later in the night because it was just too icy. We couldn't do it. And we would have lost the building, fortunately we were able to access from the inside of the building. This would have been nice just to douse that attic space with it. I think it's an opportunity for the city to have a tool that we will not have an opportunity to have. We can do extensive training. It has abilities that we don't have right now. Do we have a lot of large structures? No, we have a few. And a master stream, an elevated master stream we don't have right now, we have to call in from our neighboring municipalities where currently with this one, if we had it up and running, that would be functional. We would have it on scene within a few minutes.

Holm: And when we replaced engine 2 with engine 3 back in 08ish, 07, 08 whatever, there was desire to keep that truck with the squirt or at least just take the squirt off of it and maybe mount it on a different truck in the future. And we did, we sold it, and we have been regretting it for a number of years.

Rush: Mr. Mayor, I just have 3 questions for the chief. So, the 7500 dollars that were stated at the February 3rd meeting, for ladder training. Who do we pay that to? The City of Princeton? There was in the meeting minutes that 7500 dollars, 7 thousand 5 hundred training

Case: That's approximately what I spend a year on training overall. Through the state, through our stuff. If you look at my budget, you will see the training budget. We do that. We get reimbursed from the state. Um, Captain Miller, we got about 8,000 dollars back from the state, reimbursement for training. So, in that aspect, it's a wash. But it's a continuing training aspect that we use. It's not, it's nothing that is new coming out of the budget. Just be part of the training on the same nights we do it. It's not like I am pulling somebody in to train us on it. I have 30 years of experience on a major fire department, I know how ladder trucks operate.

Rush: I was just asking for justification of the cost there, that's all I was asking.

Case: It's a cost we have had forever.

Rush: Well, I wasn't aware of it. So that's why I was asking.

Joan/Clerk: It is stated in there that it is a 7500 dollar savings if we were to purchase that truck, that he wouldn't have to pay for training. The truck would utilize that, at that cost. That's what it stated.

Rush: Ok, then my second question. When was the last time the pumper and ladder had been certified?

Case: The last time they were certified?

Rush: Yeah.

Case: So, in the documentation we have, they had those, you saw the 2017 stuff.

Walker: Yeah.

Case: That's the documentation we have, but that's from the current owner. He doesn't have the documentation from the former fire department. That department had it in service last summer. So, I am assuming, just an assumption that they were up to certifications at that point when they sold it. We will get it recertified. To do the basic ladder certification is 1,000 dollars which we have to do that yearly, we have to do that for our other ladders also. To get the 5-year certification is about 3,000 dollars. We will do that, as soon as we can get that done, and then it is good for 5 years. The pump certification is about 1,000 dollars, it's the same as our other pump. It's probably less than that, I don't know the exact number.

Rush: Ok, I just think. I'll just add a few more cents here, I think we have mutual aid, we have, just so you know we have 3 ladder trucks in a 10-mile radius here. I think we have mutual aid. The parts are going to be very hard to find on this in my opinion. I think this is more of a want than a need. Um, Now we have to, a, expedite doing additions to the current facilities, you know cause its tight as a sardine can in there. And I just don't know, we don't have any tall structures here. The church is one dimension, I go to

church, I see it on the thing. I just don't think we have any structures. Zimmerman has got the apartments off 169, Princeton's got apartments, I see the need for the tall structures. So that's just my 2 cents on it.

Holm: What's the side wall for your building?

Mayor Swanson: 24 feet

Holm: 24 feet. What's the reach of your current ladders?

Case: Not 24 feet. Cause you know it can go 20, If you extend above the building, we cannot reach that. The other thing is not tall structures, it's large structures for elevated master stream, that's why I am saying that. We don't have the apartment buildings, nor do I want apartment buildings but when we have large pole barns, we have no way to do an elevated master stream on those except if we called in for mutual aid. The problem is we are not assured that we are going to get that mutual aid cause their ladder could either be down or out, or on something else. The other problem is as soon as rigs are set up, you need to leave room for a ladder and once we are set up, we are not going to be able to get that mutual aid ladder in there. But with this, we will know where to set the ladder up immediately because we have it available.

Holm: I have a question. What is the size of Princeton or Zimmerman ladder as far as the vehicle itself getting into rural property.

Case: The Princeton ladder I believe is 110 foot bucket arial and it's a dual axel, if I remember. Zimmerman, I believe, is approximately the same and there's is a much larger vehicle than this one.

Rush: Mr. Mayor, I thank you for letting me say my peace. And I just think going forward, whatever decision is rendered tonight, we have to have a better process in place.

Holm: I don't disagree with you, but we aren't perfect and I had some issues with it at first and I was on the board when Boyer truck brought a sterling 550, or whatever, I couldn't remember the sterling like 550 with a box and a plow on it. And they had an invoice all ready to go and dropped it off and said we are going to leave it here for a couple days for you guys to go ahead and buy it. Terry Carlisle just went to inquire about a truck and wanted to get some prices and an over excited salesman was more than happy to, well why don't you just bring the truck up here. And the truck was up here. Supervisor Volkemer about blew a gasket over it and went to the sheriff's department and had an investigation and I had to sit and be questioned about 3 times over by Scott Files and that was intense. And Volkemer was trying to straighten up Terry Carlisle, I mean its personnel at the time and at the end of it there was no wrong doing. Nothing illegal happened. It was just a miscommunication or whatever. But yeah, I don't disagree with you Tom. You know, but at the same time, It has been here for how many weeks.

Rush: January 20th

Holm: And have you gone over there to look at it?

Rush: Huh

Holm: Other than driving by, have you driven in here and looked at it or just saw it in the corner of your eye

Rush: No, I looked at the maintenance records, the certifications and that was enough. I heard it looks immaculate but I..

Holm: Well, how about just what the truck is, I mean, cause you could have a picture in your head of one thing and

Rush: I'm surprised were getting a 91 because when we voted for a new tender, I asked the question is there any used equipment out there and I was told no, there's nothing out there. And now we are getting a 1991.

Holm: Well, I was looking at that too. I saw, I saw um, pierce fire engines that were anywhere from 4 years old to 15 years old, you know a 15-year-old truck with maybe 10 years of life left in it, I seen for somewhere in the 2 to 300 thousand dollar range. But just because I saw the listing doesn't tell me what the specs were on it and whether or not that would actually work for our needs. Cause when we bought Engine Number 3, we bought a demo. That was Paul Volkemers last act on the board was I am going to try and get some votes here for re-election and buy this engine and when the salesman came in here he was like, well the mission is next year on the engine. And there was some seatbelt system and now there's a computer deal that's going to cost another 8,000 dollars for the compliant feat. And a so, Paul pushed and pushed for this, I was the chair at the time, and I actually voted against that fire engine and I signed the check and I wrote on it in protest in the memo, Just for grins. But we went over to Rosenbauer to pick it up and what did we have to do before we got that truck? A whole bunch of retrofit work. How much did that cost additional?

Case: 110,000 dollars

Holm: So here we got this demo we are saving money on but then we had to spend another 110,000 dollars on it right out of the whole to make it work for the township. So, when you see used trucks on the market, yeah, there may be one out there, but it could be a needle in the haystack

Rush: But this is my other question, if this truck is worth 100,000, or 500,000 whatever it is, I don't know the appraisal. Why is this guy selling it for 10,000 dollars if he knows it's worth that much. Why is he selling it so dirt cheap? That's my only other concern and I just think you are peeling on onion which you don't know so I'll be quiet.

Case: Well, can I answer that, so he's associated with the fire service over there with the fire trucks. He was going to make it a vehicle hauler but was too nice to do it, didn't want to do it. We were one of the first to inquire about it. He is happier than heck to be giving it back to a fire department and get it back in service. That is the reasons he's doing it. Um a Nothing malicious, he bought it on an auction, I think he got it, the initial department was selling it for over 50,000 dollars but they didn't get a bite. They put it on a state auction in Wisconsin and he bought it for a vehicle hauler.

Holm: I got a question for Al. What would the core on that blocker be worth?

Walker: The core? Probably 20,000. Just for the block. If you had to put a rebuilt in there, you are probably looking at 50,000

Holm: No, but I am saying, what's the value of the engine block?

Walker: The engine block, well.

Holm: Do you think it's worth 4 or 5 thousand? Just block alone.

Walker: Oh yeah, if you pulled it out and sold it.

Holm: So, we are buying it for 10,000 and the engine block struck down to nothing

Walker: Transmission is probably about 2, used.

Holm: OK so what is the ladder probably?

Case: The ladder is, to replace the aluminum ladder, it's not the original, its replaced aluminum ladder. It works like a charm.

Rush: Since you got, there is already a motion on the floor, you guys beat me to it, but I was going to make a motion to buy it and then turn around and sell it and the proceeds go to the renovations over there. Beat me to it so I'm not going to motion.

Case: I think that would be a disservice to the seller.

Holm: No that's not, I am only just telling you that there is value. If you are scared of spending 10 grand on it and this thing turns into being that onion you're talking about, I'm telling you that there is more value than what we are paying. I am not saying that this is about flipping it or stripping it or anything like that. It was just to give you an idea that there is tangible value in that truck

Mayor Swanson: Alright gentleman, anymore discussion?

Mayor Swanson: Hearing that, I am going to do a roll call vote here. So, we will go around. The motion is to purchase that truck for 10,000 dollars. And there is a second.

The motion has been seconded. Mr. Walker, how do you stand?

Walker: No

Mayor Swanson: No. Mr. Rush?

Rush: No.

Mayor Swanson: No. Mr. Case?

Case: Yes

Mayor Swanson: Mr. Holm?

Holm: Yes

Mayor Swanson: Mr. Swanson, the Mayor. Yes. So, motion carries. We will purchase that fire truck. What I would also like to do is say where we will get the dollars from and my motion originally that I had done, we have about 80,000 dollars in the cell tower fund. And that is monthly rent that we get a a from Verizon and SBA I think is the holding company that actually owns the tower. So, what I would suggest is that we take the 10,000 dollars for the purchase price out of that, and up to 5,000 dollars out of that for the certifications so that it's not money that will have to do into the fire fund, the fire budget or anything else for it. So that we determine that. I am willing to make that motion, is there a second?

Holm: Ill second it.

Mayor Swanson: Motion is seconded. Any further discussion?

Rush: I just think it should come out of the fire equipment.

Mayor Swanson: Well, when we, when the the, when the cell tower was first put there, it was put there as something to generate dollars for the fire department. It was used for the 800 megahertz, anyway I'm not sure, but anyway with the county and it has not done that. Remember when we got on the board almost 16 years ago, it was like 660 dollars a month, is what we got and Couri and Ruppe turned that into 1600 dollars a month cause that's what it was. So, and all of that time it's been doing that. Same reason, as far as I'm concerned, safety money, we used our safety dollars at the county for our ms, address signs and things like that. This has a fit here for this equipment for safety as far as I'm concerned.

Rush: So, Mr. Mayor so if you want it to come out of cell tower money that the 10,000, 5,000 certification is, What if there is more? Say, just throwing it out, something happens 20,000 dollars' worth. Where does that money come from?

Mayor Swanson: That will come back to the council and then we will make a decision.

Rush: OK. Thank you

Mayor Swanson: You know as we move forward, that would be with anything. If a plow truck has troubles or whatever happens as well. What we want to do about it? Is it insurable? What happened to it? So, there is a motion and a second to take those dollars out of the cell tower fund. Any further discussion? Hearing no other, all those signify by saying I.

Case, Holm, Walker: I

Mayor Swanson: Opposed same sign

Rush: I

Mayor Swanson: Motion carried.

Swanson stated that we currently have about \$80,000.00 in Baldwin's cell tower rent revenue account. Swanson would like the purchase price of \$10,000.00 and certification of the truck for \$5,000.00 to come out of the cell tower revenue. Swanson stated that the cell tower was put at the Township to get revenue for the Fire Department. Rush questioned where future repair expenses would be paid from. Swanson stated if there were future repairs on the truck, that this would come back to the City Council to decide. **Swanson/Holm approved, Rush disapproved for \$15,000.00 to come from cell tower revenue, motion carried.**

Discuss/Approve/Disapprove Clerk Attending Municipal Clerks & Finance Officers Association Conference March 18th to March 21, 2025 – Rush/Case unanimous to approve Clerk attending MCFOA Conference March 18th to March 21st, 2025.

Discuss/Approve/Disapprove Attorney's Revisions to Ordinance 2025-03 – Walker/Case unanimous to approve Ordinance 2025-03.

Schedule Board of Canvass for April 8th, 2025 Special Election. Must be Held Before April 18th 2025 – Rush/Walker unanimous to approve April 14th, 2025 at 7:00 p.m. Case will be absent.

Discuss/Approve/Disapprove Election Judge Supper for April 8th, 2025 Special Election – Rush/Case unanimous to approve election supper up to \$20.00 per person.

Discuss/Approve/Disapprove Revised 2024 Ending Cash Balance – The Clerk reported that there was incomplete information received from the City Auditor. Baldwin is currently working on re-coding and developing a new city chart of accounts. The ending balance in closing 2024 was reported at the January 3rd, 2025 City Council

meeting of \$1,025,774.31. Due to the incomplete information, the ending balance for closing 2024 should be \$975,411.07. **Case/Walker unanimous to approve 2024 ending balance.**

Discuss/Approve/Disapprove Ordinance 2025-06; Ordinance Repealing Ordinance No. 2024-10 – Swanson gave an overview of charitable gambling. The City of Baldwin will never take over gambling licenses, the state already regulates charitable gambling stated Swanson. City Attorney, Ruppe, stated you can regulate charitable gambling, but it's not mandatory. Current Ordinance 2024-10 has an \$100.00 administrative fees and escrow fees of \$100.00 for county or sheriff's office expenses. Case said that we should have a blanket ordinance in place. **Rush/Walker unanimous to approve** amending ordinance 2024-10. The amended ordinance will be presented by City Attorney, Ruppe, at the March 3rd, 2025 City Council meeting.

Discuss/Approve/Disapprove Resolution 25-03 Appointing Election Judges – Holm/Case unanimous to approve resolution 25-03.

Announcements:

- a. Planning Commission Meeting, Wednesday, February 26th, 2025 at 7:00 p.m.
- b. Rum River Construction Consultants 2025 Building Blocks Continuing Education February 28th, 2025 at Baldwin Fire Station from 8:00 a.m. to 4:00 p.m.
- c. Next City Council Meeting, Monday, March 3rd, 2025 at 7:00 p.m.
- d. City of Baldwin Special Election for Sunday Liquor Licenses Tuesday, April 8th, 2025. Polls Open from 10:00 a.m. to 8:00 p.m.
- e. City of Baldwin Board of Appeal and Equalization Meeting, Thursday, April 17th, 2025 at 3:00 p.m.

Any Other Business:

- Case stated that \$20,000 was raised for Mike Brinwell's benefit.
- Rush seen Public Works Supervisor hand up during agenda item on mailboxes. Public Works Supervisor, Good, requested clarification on replacement of mailboxes hit by Baldwin's snowplow. For the first offense, a non-compliant mailbox will be replaced.
- Holm went through his portion of the Board of Audit for 2025 and is satisfied with what he reviewed.
- Holm discussed LGA funding and the distribution of the funding.
- Holm discussed Greenbush/Mille Lacs Kunkle property
- Use TextMyGov to communicate to residents about the upcoming special election April 8th, 2025, Sunday Liquor License. This is to be sent via TextMyGov for two weeks prior to the election.

Adjourn – Rush/Holm unanimous to adjourn at 10:07 p.m.

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

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

Date

Attendees: Rosemarie Walker, Baldwin Public Works Supervisor Zac Good, Connor Loscheider, Chad Miller, Anita Schneider, Mike Anderson, Delmas Hines, Mike Rademacher, Larry Doose, Todd Tarvestad, Cartrell Cooper, Lance Soderholm, Brian Torborg, Justin Suckut

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

FIRST AMENDMENT TO AGREEMENT FOR BUILDING OFFICIAL SERVICES

This Amendment is entered into on this 21st day of April 2025, by and between the City of Baldwin, a Minnesota municipality, 30239 128th Street NW, Baldwin, Minnesota 55371 ("Jurisdiction") and Rum River Ventures, LLC DBA Rum River Consultants, a Minnesota limited liability company, 23306 Cree Street NW, Suite 103, St. Francis, Minnesota 55070 ("Contractor"). The Jurisdiction and the Contractor may hereinafter be referred to separately as a "Party" or collectively as the "Parties."

RECITALS

The Agreement is modified to add Section 19 to read as follows:

19. During the term of this Agreement, Contractor and its employees shall be free to pursue business activities within the City which may interfere with the performance of Contractor's duties and responsibilities under this Agreement and create a potential conflict of interest. The following are examples of potential conflicts:
- **Financial Conflicts:** Having a financial interest in a property, project or company that is subject to the building official's oversight.
 - **Personal Conflicts:** Family or personal relationships with individuals or companies involved in construction or development projects that are subject to the building official's oversight.
 - **Organizational Conflicts:** Being employed by or having affiliations with a company that could benefit from a particular decision or outcome.

Notwithstanding the provisions of Section 6, if a potential conflict of interest should arise in the sole discretion of the City, the Parties acknowledge and agree that the City shall immediately eliminate the potential conflict of interest by subcontracting the performance of all administrative or other building official duties under the Agreement to another building official unaffiliated with Contractor as selected solely by the City. Contractor shall reimburse the City for all reasonable administrative and legal fees related to the selection and retention of the

conflict building official for Contractor's project. Further, Contractor shall pay all fees as required by the City and the conflict building official relating to Contractor's project.

All other terms and conditions of the original Agreement are hereby ratified and affirmed.

IN WITNESS WHEREOF, the Parties hereto have signed and executed this Agreement, both in duplicate, on the day and year first above written.

JURISDICTION

Jay Swanson, Mayor

ATTEST:

Joan M. Heinen, City Clerk/Treasurer

CONTRACTOR

Andy J. Schreder, Chief Building Official