



AGENDA FOR MAY 19TH, 2025
CITY OF BALDWIN REGULAR MEETING
7:00 p.m.
(Revised 5/15/2025)

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 Clerk Time Off of May 22nd and May 23rd, 2025
- Approve Sherry Newman Resignation as Planning Commissioner Effective June 1st, 2025
- Approve Joint City Council and Planning Commission Meeting Minutes for April 23rd, 2025
- Approve Special City Council/Open House Meeting Minutes on 100th Street and 297th Avenue for May 1st, 2025
- Approve City Council Regular Meeting Minutes for May 5th, 2025

Engineering:

- a. Discuss/Approve/Disapprove Soil Boring Quotes
- b. Discuss/Approve/Disapprove 305th Avenue NW Culvert and Ditch Grading Quotes
- c. Discuss/Approve/Disapprove 285th Avenue Curb and Gutter Quotes
- d. Discuss/Approve/Disapprove Southern Pines and North Elk Lake Loop Culvert
- e. Discuss Paving Repair on 123rd Street and 120th Street
- f. Discuss/Approve/Disapprove Plans and Specifications for 2025 Crack Filling Project and Authorize Advertising for Bids
- g. Discuss/Approve/Disapprove Local Government Road Wetland Replacement Program (LGRWRP) Application for 100th Street and 297th Avenue
- h. Discuss 100th Street and 297th Meeting Summary

Frontier Trails Update – Jay Swanson

- a. Discuss/Approve/Disapprove Ordering Micro C with an Expenditure of Approximately \$2500.00
- b. Discuss/Approve/Disapprove Proceeding With Request for Proposal's

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.

- c. Discuss/Approve/Disapprove Steinbrecher Proposal

Road Report – Tom Rush

- a. Discuss Public Works Report
- b. Discuss/Approve/Disapprove Speed Bump Replacement Items
- c. Discuss/Approve/Disapprove Headwalls at PID# 01-00409-0370
- d. Schedule Spring Road Tour
- e. Discuss/Approve/Disapprove 2025 Ditch Mowing Estimate

Tabled Items:

- a. Discuss/Approve/Disapprove Purchasing ADA Restrooms for City Parks – Tom Rush
- b. Discuss/Approve/Disapprove First Amendment to Agreement for Building Official Services – Jay Swanson

New Business:

- a. Discuss/Approve/Disapprove State Bonding Capital Requests – Scott Case
- b. Discuss/Approve/Disapprove Health and Wellness Program – Scott Case
- c. Discuss/Approve/Disapprove Personnel Policy – Jay Swanson

Announcements:

- a. Special Planning Commission Meeting Wednesday May 21st 2025 at 7:00 p.m.
- b. City Hall Closed Monday, May 26th, 2025 in Observance of Memorial Day
- c. Planning Commission Meeting Wednesday, May 28th, 2025 at 7:00 p.m.
- d. Infrastructure Committee Meeting Thursday, May 29th, 2025 at 7:00 p.m.
- e. Audit Fieldwork All Day on Thursday and Friday, May 29th & 30th, 2025
- f. Next City Council Meeting Monday, June 9th, 2025 at 7:00 p.m.

Any Other Business:

Approve Bill for Payment:

Adjourn:

CITY OF BALDWIN

*Cash Balances

Cash Account: 10100

May 2025

Fund	Begin May 2025	Transfers				JE Payroll	Balance No	
		Receipts	Disbursements	Rec/Disb	Journal Entries		Investments	Balance
10100 - Bremer								
101 - General Fund	(\$1,034,451.75)	\$21,428.55	(\$154,853.87)	\$0.00		(\$7,997.97)	(\$1,175,875.04)	In Bal (\$1,175,875.04)
225 - Cemetery Fund	\$15,905.44		(\$219.80)	\$0.00		(\$107.65)	\$15,577.99	In Bal \$15,577.99
250 - Fire Operations	\$29,353.22	\$5,186.25	(\$25,813.43)	\$0.00	\$26,781.68	(\$3,272.56)	\$32,235.16	In Bal \$32,235.16
275 - Street Capital	\$120,805.92			\$0.00			\$120,805.92	In Bal \$120,805.92
301 - G.O. 2017A	\$735,169.64			\$0.00			\$735,169.64	In Bal \$735,169.64
302 - G.O. 2024A	(\$16,841.59)			\$0.00			(\$16,841.59)	In Bal (\$16,841.59)
401 - Capital Project Fund	\$150,823.62			\$0.00			\$150,823.62	In Bal \$150,823.62
402 - Fire Services	\$49,592.29			\$0.00	(\$16,781.68)		\$32,810.61	In Bal \$32,810.61
403 - Fire Infrastructure Fund	\$149,483.62			\$0.00	(\$10,000.00)		\$139,483.62	In Bal \$139,483.62
404 - Parks Capital Fund	\$83,830.45	\$135.00	(\$1,511.74)	\$0.00		(\$782.87)	\$81,670.84	In Bal \$81,670.84
602 - Sewer Fund	\$48,788.80	\$3,398.00	(\$1,882.37)	\$0.00		(\$497.07)	\$49,807.36	In Bal \$49,807.36
801 - Developers Account - Escrow	\$125,598.11	\$5,961.00	(\$4,700.00)	\$0.00			\$126,859.11	In Bal \$126,859.11
802 - Baldwin Estates Escrow	\$1,489.61			\$0.00			\$1,489.61	In Bal \$1,489.61
803 - Misty Hollow Escrow	\$0.00			\$0.00			\$0.00	In Bal \$0.00
804 - Buck Run Escrow	\$15,756.81			\$0.00			\$15,756.81	In Bal \$15,756.81
805 - Sumser Farms 1st Addt Escr	\$2,186.41			\$0.00			\$2,186.41	In Bal \$2,186.41
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CITY OF BALDWIN

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Page 1

*Check Summary Register©

Checks 28580 - 28611

	Name	Check Date	Check Amt	
10100	Bremer			
28580	Fadden, Phillip E.	5/13/2025	\$1,768.54	
28581	Good, Zachary D.	5/13/2025	\$1,454.59	
28582	Heinen, Joan	5/13/2025	\$2,332.85	
28583	Nielsen, Kayla	5/13/2025	\$1,533.79	
28584	AT&T Mobility	5/19/2025	\$224.40	Cell phone Charges
28585	Beaudry Oil and Propane	5/19/2025	\$3,642.24	Gasoline
28586	Bogart Pederson Associates Inc	5/19/2025	\$542.50	Misc Engineering
28587	Cornerstone	5/19/2025	\$25.51	F 150 Front Bumper Cover
28588	Couri and Ruppe PLLP	5/19/2025	\$15,975.38	100th and 297th Road Project
28589	ECM Publishers Inc	5/19/2025	\$503.00	Ordinance 2025 09
28590	FES Inc	5/19/2025	\$1,089.99	FD Helmets
28591	Finken Water Solutions	5/19/2025	\$37.80	Water Cooler Rental
28592	Health Partners	5/19/2025	\$3,177.77	June 2025 Health Premium PW
28593	Jake Stenzel	5/19/2025	\$26,750.00	Assessing thru May 31 2025 Final Payment
28594	Jims Mille Lacs Disposal Inc	5/19/2025	\$15,094.47	2025 CleanUp Day Vendor
28595	Kirvida Fire	5/19/2025	\$574.23	Aerial 11 Repair
28596	LMC Insurance Trust	5/19/2025	\$500.00	032925 Claim Fire Dept
28597	MacQueen	5/19/2025	\$624.00	FCPC Repair
28598	Metro Sales Inc	5/19/2025	\$69.21	FD Copier Rental
28599	Midcontinent Communications	5/19/2025	\$489.09	Telephone Internet
28600	On Line Retrievers	5/19/2025	\$136.40	Animal Control ICR 25 11456
28601	Princeton Football Boosters	5/19/2025	\$600.00	2025 Clean-Up Day
28602	Princeton Gas	5/19/2025	\$236.25	Gasoline GMC
28603	Princeton Hockey Association	5/19/2025	\$600.00	2025 Clean Up Day
28604	Princeton Public Utilities	5/19/2025	\$31.50	Water Sold April 2025
28605	Princeton Rental Inc	5/19/2025	\$219.80	Aerial Lift for Tree Trimming
28606	Sherburne County Attorney's Of	5/19/2025	\$46.66	April 2025 Prosecution Fees
28607	Sherburne County Auditor	5/19/2025	\$1,805.00	2025 Special Election Cost Allocation ICE Cou
28608	Sherburne County Sheriff's Off	5/19/2025	\$6,000.00	2025 Maintenance Contract Radios
28609	Summit Fire Protection	5/19/2025	\$273.85	Annual Fire Extinguisher Inspection
28610	The Planning Company LLC	5/19/2025	\$7,950.00	Ordinances
28611	US Bank	5/19/2025	\$129.49	Assistant Chief Business Cards
Total Checks			\$94,438.31	

CITY OF BALDWIN

05/15/25 3:20 PM

Page 1

*Check Summary Register©

May 2025

	Name	Check Date	Check Amt	
10100	Bremer			
53e	EFTPS	5/7/2025	\$1,380.25	05052025 Payroll
54e	Pera	5/7/2025	\$233.74	CC Pera 05052025
55e	Pera	5/7/2025	\$1,437.71	04292025 BiWeekly Pera
56e	Minnesota Dept of Revenue	5/7/2025	\$633.52	042925 BiWeek 050525 Payroll
57e	Minnesota Dept of Revenue	5/7/2025	\$10.18	042025 Fuel Tax
58e	Pera	5/13/2025	\$1,472.78	05132025 BiWeekly Pera
59e	EFTPS	5/13/2025	\$2,634.37	05132025 BiWeekly Payroll
60e	Minnesota Dept of Revenue	5/13/2025	\$477.04	05132025 BiWeekly Payroll
	Total Checks		\$8,279.59	



JOINT CITY COUNCIL & PLANNING COMMISSION MEETING MINUTES

APRIL 23, 2025

Call to Order: Mayor Jay Swanson called the joint Baldwin City Council and Baldwin Planning Commission meeting to order at 7:00 pm.

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

Roll Call: City Council Present: Mayor Jay Swanson, Scott Case, Tom Rush, and Alan Walker.

Planning Commission Present: Chair Clarence Mattson, Vice Chair Sherry Newman, Commissioners Patti Miller, William McGowan, Calvin Schmock, and Richard Marshall.

Absent: Council Member Jeff Holm and Commissioner Joy Johnson

Also present: City Planner, Dan Licht and Building Official, Andy Schreder

All claim forms were filled out and returned to the Deputy Clerk.

Approval of the Agenda:

Add under Joint meeting with the Planning Commission:

C2. Discuss Municipal vs. Private liquor stores

C3. Walking trails in new developments

***Commissioner Schmock motioned to approve the agenda as amended.
Commissioner Matteson seconded. All in favor. Motion carried.***

Joint meeting with the Planning Commission:

Discuss Agricultural Exemptions

City Planner Licht stated there are multiple regulations looked at when a resident asks about agriculture exemptions. This is being brought before the City Council and Planning Commission so an agreement can be reached on how City Staff should implement the process.

City Building Official, Andy Schreder, stated that for an accessory building to be considered for agriculture exemption, there are criteria that needs to be met. Some of the criteria is building on agricultural land, being used for agricultural products or purposes, and the building must be used by family or employees, and not for the general public use. Tax classification plays a big role in agricultural exemption. There

needs to be a process in place to look at the criteria before the resident gets too far into the building process.

Mayor Swanson asked what the difference between the criteria of an agriculture building and an accessory building is. Andy Schreder stated from a structural integrity standpoint there are no rules or parameters for an agriculture building, but there is for an accessory building.

Commissioner Miller asked if a small portion of the building is used for personal storage and the rest used for agriculture, how that would be defined. City Planner Licht stated this could be on a complaint basis.

Andy Schreder stated this process should be a collective effort between City Staff, Planning and Zoning, and the Building Official. The City Assessor should be involved in this process as well.

Chair Matteson asked what happens when a resident fills out the paperwork but does not follow the process correctly. City Planner Licht stated this would fall under the City's code enforcement and the resident would be notified of the discrepancy.

This is for discussion only at this time.

Mayor Swanson would like City Planner Licht to create a process with the criteria needed. This would then be brought to the Planning Commission for approval.

Council Member Rush motioned to have City Planner Licht create the process. Council Member Walker seconded. All in favor. Motion carried.

Discuss Municipal vs. Private Liquor stores

Mayor Swanson stated there has been a lot of discussion with the Planning Commission on the differences between municipal and private liquor stores. Mayor Swanson would like to get the opinion of the Planning Commission on this matter. City Planner Licht stated a decision needs to be made before the City hits a population of 10,000.

Municipal Liquor stores would bring in revenue for the City. Some cities use this revenue for parks, emergency services, streets, etc. The disadvantage is that other opportunities might not exist because no other commercial development can have off sale liquor.

The City can decide to change from a municipal to private in the future, however we would not be able to go back to municipal once the population is over 10,000.

Commissioner Miller asked about employment and insurance and how that would play a role. Mayor Swanson stated the City would then be in the liquor business.

Council Member Case stated the right location could pull in money outside of Baldwin.

Commissioner Marshall asked what the percentage of profit goes to employee salaries, benefits, and insurance. Mayor Swanson stated approximately 20%, however it could take 4-5 years before Baldwin could recoup the finances from starting a municipal.

Commissioner Newman asked what other businesses the City would want in the community. Commissioner Newman also asked how many of those businesses would offer on sale or off sale liquor. The City should take a look at the bigger picture rather than deciding right away.

Mayor Swanson stated there is no timeline for this, but the City does have to decide before hitting the 10,000 population. The City could see what the next 2 years brings and if anyone is interested in a private liquor store. If not, the City could put in a municipal liquor store.

City Planner Licht stated the City Council could do a study to look at the market and see what potential numbers would be on the investment.

Commissioner Schmock motioned to recommend the City Council start a feasibility study. Commissioner Marshall seconded. All in favor. Motion carried.

Walking Trails in New Developments

Council Member Case stated that as the City gets new developments there is a severe lack of availability for walking paths in the area. Case stated putting this back on the developer to provide trails/paths may be something the City should think about doing. This could promote community health and help alleviate public safety concerns.

Commissioner Marshall stated this seems like a band aid on a bigger issue. The City should be enforcing the rules of which direction you walk on the road or which direction to ride your bike. Case stated this may be a band aid, however he would rather walk or run on a trail or a path than on a road that is frequented for safety reasons.

Mayor Swanson stated this could go through the Park Committee. Park dedication fees can be collected when there is a new development. However, that can only be used to build new parks in the area or can be used to build new trails. A sidewalk could be built by the builder.

Council Member Rush stated an issue would be maintaining the trails or sidewalks.

Council Member Case stated there is a selling point for those developments. Residents want or look for things like walking paths when buying a home.

City Planner Licht stated that if the City looks into walkways in developments, they would need to look into adding walkways to other roads. This would be needed to connect the paths in some way. City Planner Licht stated that widening the streets is an option as well.

City Council Liaison Update: None

Commissioner Update:

Commissioner Marshall and Commissioner Schmock both noted that there should be a joint Planning Commission and Park Committee meeting in the future.

Commissioner Marshall also stated that having the Fire Chief come to a Planning Commission meeting would be beneficial. There would also be a benefit for Building Official Andy Schreder so more depth with permits and agriculture can be discussed.

City Staff Update:

City Planner Licht updated the Planning Commission on future meetings.

Miscellaneous Information and Communications: None.

Adjourn:

Commissioner Matteson motioned to adjourn the April 23, 2025 joint City Council and Planning Commission meeting at 8:50 pm. Commissioner Schmock seconded. All in favor. Motion carried.

Respectfully submitted:

Approved by:

Kayla Nielsen
Deputy Clerk

Jay Swanson
Mayor

Date

Attendees: None



**BALDWIN CITY COUNCIL SPECIAL MEETING/OPEN HOUSE
100TH STREET AND 297TH AVENUE**

MAY 1ST, 2025

PLEASE TAKE NOTICE that the City Council of the City of Baldwin will hold a special City Council meeting to hold a neighborhood meeting with residents regarding the proposed 100th Street and 297th Avenue Reconstruction Project on May 1, 2025 starting at 7:00 p.m. The meeting will be held at Baldwin City Hall located at 30239 128th Street NW, Baldwin, Minnesota 55371. The neighborhood meeting will consist of project exhibits, a brief presentation, and will be followed by an opportunity for public comment. If you have any questions or are unable to attend the neighborhood meeting you may submit your feedback regarding the proposed project to city.clerk@baldwinmn.gov or contact the City by phone at (763) 389-8931.

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

Also Present – City Attorney; Mike Couri from Couri & Ruppe and City Engineers; Shane Nelson and Sam Jochum from Hakanson Anderson

Call to Order – The May 1st, 2025 special meeting of the City of Baldwin was called to order by Mayor Swanson at 7:00 p.m.

Pledge of Allegiance – All present recited the Pledge of Allegiance

A FAQ handout was given to all the residents at tonight's meeting. This handout is attached as the last page to the meeting minutes.

Mayor Swanson introduced City Attorney Mike Couri and City Engineer Shane Nelson and Sam Jochum from Hakanson Anderson.

Shane Nelson, City Engineer, from Hakanson Anderson presented a PowerPoint Presentation to the residents on 100th Street and 297th Avenue. The project road length is 3 miles, and it is proposed to be paid for with the levy and State aid funding. These roads were originally constructed in the 1970's and paved in 1990. The existing conditions of these roads are 20-foot pavement width with minimal shoulders. The surface is deteriorating, pattern cracking is happening, and the pavement has surpassed its useful life. The side slopes off the roadway have become very steep, especially near the wetland areas. Due to the conditions of these roads, the City Council has selected 100th Street and 297th Avenue for improvements. Several photos were shown on the PowerPoint Presentation showing the existing conditions of the pavement, drainage and slopes. An overview of the project design to date is the topographic survey has been completed, available right-of-way/easement documents have been reviewed, construction plans have been prepared, geotechnical evaluations have been performed, wetland impacts have been determined, stormwater patterns

have been analyzed, and cost estimates have been prepared. Some examples of the variety of existing easements were presented by Shane Nelson, City Engineer. Nelson requested resident input on the existing turn lanes. Generally, turn lanes are not required for the traffic volumes. The current plans include the reconstruction of the turn lanes at this time; however, they could easily be removed if directed. Shane Nelson from Hakanson Anderson and the City of Baldwin would like to hear input from the residents on reconstruction of the turn lanes.

The proposed improvements would be clearing of trees within easement, reclaim existing bituminous, correct underlying soils where necessary, widening of the roadbed, pave new bituminous 4" thick, match existing driveways, replace roadway cross culverts and a selection of a few driveway culverts, improve roadway side slopes/ditches and construct the road to accommodate vehicles that have weights up to 10-tons per axle. The current roadway is 20' wide and would be increased to 24'.

The roadside ditches will be widened to provide 4-foot ditch bottom and will be utilized to manage stormwater. The construction plans also include smaller stormwater ponds being constructed throughout the project to help with stormwater management. The PowerPoint Presentation included some pictures of the construction phases and what the residents can expect during the construction. The estimated project cost is \$4 million dollars and will be done through a competitive bidding process.

Mike Couri, City Attorney, stated that they are currently working on easement documents. Couri communicated that the City is requesting easements be donated to the city to avoid special assessments.

The road project schedule is dependent on the easement documents being received from the residents/property owners. The City's goal is to bid the project and start construction in 2025. The City Attorney is preparing easement documents for some of the easements in this area where additional easements are needed. A road easement is legal permission for the City to use a portion of your property for public road purposes. The goal would be for the City to have a meeting with the residents on 100th Street and 297th Avenue, in the next few weeks, to explain the easements and request residents to donate the easements to the City. This will keep the costs down for the City, will allow the project to proceed on schedule, and is part of the reason that the project is proposed to have no special assessments. Property owners will receive a letter about this meeting approximately a week before it occurs. If the City is unable to acquire all needed easements via donation, the City will likely have to consider special assessing some of the cost of the project to cover additional easement costs.

The floor was opened for residents' questions.

- Question on eminent domain
- A Resident wants to request Connexus Energy putting power lines underground.
- Concerns on removal of trees and if these trees will be replaced. There is no plan at this time to replace the trees.
- A resident works from home and is concerned about power and internet disruptions. Shane Nelson explained that there is a chance of outages due to lines possibly being hit during construction. Nelson went on to say that power and internet companies typically provide temporary backup.

- Question on assessments and how many residents are affected. Nelson stated 71.
- A resident would prefer the construction to start in 2026 and finish in 2026 instead of covering the fall of 2025 and going into 2026. Nelson explained that the project really depends on the contractor but that this feedback is helpful.
- Concerns on easement falling close or on a fence line. The City Council will need to discuss whether covering replacements of fences is applicable.
- Questions about how wide the new road will be and whether it will be the same width as County Road 38. County Road 38 is a county road. Mayor Swanson answered no to this question and recommended residents drive 136th street. The width will be the same as 136th Street.
Holm communicated that the tar will be 2 feet wider on each lane and it will have a 4-1 slope in the ditch.
- A few residents have concerns about speeding on these roads. They went on to say that more signage of the speed limit is needed. A resident recommended radar sign, but these signs are mostly used by the Sheriff's Office for speed studies and are temporary. Shane Nelson explained that these radar signs are around \$5000.00.
- A statement was made that the City should wait on government grants. A comment was also made that the road should be patched instead of reconstructed. City Engineer, Shane Nelson, explained that these roads are eligible for MSA funding due to both 100th Street and 297th Avenue intersecting with a county road.

Mayor Swanson communicated that when he joined the Town Board 17 years ago, 100th street was on the Capital Improvement Plan. He also communicated that this is the largest road project that the Township/City has ever done. Mayor Swanson also discussed MSA funding and the standards the road needs to be constructed.

- A Question was asked if a design alternative could be used to save on expenses. City Attorney, Mike Couri, explained that MSA funding could not be used if it didn't meet the state standards.
- A resident questioned how many Geotech's were done. Shane Nelson explained that 25-30 soil borings were done.

City Attorney, Mike Couri, asked the residents for feedback on the current turn lanes. Most residents think that the turn lanes should be left as they are and not add any additional ones. Another resident commented that turn lanes are nice for walking.

- A resident asked if an environmental study would be done for water run-off for impact on wells and water for animals. Shane Nelson, City Engineer, said that these are typically done for a new development. Shane Nelson communicated that MPCA requirements are followed for road projects.
- A resident questioned if 297th and 100th could be a separate project. Shane Nelson, City Engineer, stated that it currently is one bid.

City Engineer, Shane Nelson, brought a few large, detailed road maps to the meeting. Nelson invited the residents up to the front of the room to write on the maps any comments, concerns or suggestions they have on their property. This information will be used by the Engineers during the construction stages and the feedback will be given to the City Council.

Adjourn – Case/Holm unanimous to adjourn at 8:59 p.m.

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

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

Date

Attendees: Jeffrey Luebesmier, Roger Pearson, Rick Weissenfluh, Steve Weissenfluh, Bruce West, Rich & Bonnie Broda, Curt & Norma Wilson, Adam & Anna Price, Brad & Briony Bohn, Grant Smith, Phil Fadden, Lowell Anderson, Lawrence Robinson, Kyle Buffington, David Christian, Dan Roghair, Troy Zinniel, Jeff & Donna Lisakka, John Gaulke, Gregory Bermann, Edward Minetor, Duane & Ruth Nelson, Tom Miller, Dave Price, Mike & Carol Ryall, Chris Burd, Lori Frink, Tom Triden and Connie & Colin Stokes

**100th Street and 297th Avenue
Frequently Asked Questions
City of Baldwin**

Why is the City considering reconstruction of the roads at this time?

The pavement has deteriorated over time and has surpassed its useful life. The road surface is cracking and exhibiting significant signs of distress. In some areas, the in-slopes exceed current safety standards and the ditches have had decades of sediment accumulation. The subgrade contains unsuitable soils and requires correction.

If this project moves forward, will we have access to our property at all times during construction?

Yes, the City will require the Contractor to maintain access to all properties at all times. However, there will be certain time periods when access is delayed (ex. during paving operations) or is less than ideal.

How long will the road be under construction?

This is a fairly significant project and is estimated to take several months to complete. If started in 2025, construction is anticipated to extend into the 2026 construction season.

What is the expected life of the new road?

The life expectancy of the road is based on MnDOT Design Guidelines for a 20 year life. However, in practice we often see the life of the pavement extended beyond the 20 year design life.

Will my mailbox be adjusted, or is that my responsibility?

The Contractor will be required to adjust all mailboxes as necessary to comply with USPS requirements. Mailbox supports that protrude into the road and will interfere with the construction equipment may need to be removed at the beginning of the project. If it is necessary to remove your mailbox at the beginning of the project, temporary mailboxes will be provided.

Will a transition be made from the new road surface to my driveway?

Yes, the Contractor will pave a transition for all bituminous driveways. Concrete driveways will be evaluated on an individual basis. Gravel driveways will receive a bituminous apron.

Will it be necessary to remove trees?

Yes, in general trees will be removed to the proposed easement line, which is generally 40 feet from the centerline of the existing road.

Why can't we just seal coat or overlay the roads at this time?

Seal coating does not add any structural strength. The existing bituminous and/or subgrade will not provide adequate support for an overlay.

How much is the estimated project cost?

The estimated project cost is \$4,000,000.

What is the timeframe?

If possible, the City would like to start the project in 2025. The timing of the project is subject to the City obtaining easements as necessary to construct the project and is also subject to the City receiving favorable bids.

Why does the City need easements in order to construct the project?

In many locations along the roadway, the existing easement is undefined and in other locations the City needs to acquire more easement to meet State standards. It is necessary to define the easements before soliciting bids such that the City can accurately communicate and define the work area and to ensure that the easement areas meet State standards.

What can I do to expedite the project?

In the coming weeks, you may receive easement documents for your review and execution. Promptly reviewing and executing the easement documents will allow the City to proceed with soliciting bids.



BALDWIN CITY COUNCIL REGULAR MEETING

MAY 5TH, 2025

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

Also Present – City Attorney, Bob Ruppe from Couri & Ruppe and City Planning & Zoning Administrator, Dan Licht from The Planning Company (TPC)

Call to Order – The May 5th, 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/Walker unanimous to approve as amended.

May 2025 Preliminary Treasurer's Report – The Clerk/Treasurer reported a Beginning balance of \$471,678.55, Receipts of \$9500.74, Disbursements of \$98,921.43 leaving an unaudited ending balance of \$382,257.86

Sheriff's Report – Deputy Kyle Wilson reported a total of 244 calls for service in the month of April 2025 for the City of Baldwin. These calls consisted of 2 thefts; 1 of which was a foster dog, no burglaries, 18 medicals, 75 traffic stops, 4 dog calls and 6 motor vehicle accidents. The rest were miscellaneous calls for service.

Mayor Swanson discussed event parking on 319th Avenue over the weekend. Mayor Swanson indicated that parking was on both sides and in the middle of the street. He went on to say that there would be no way for emergency vehicles to use 319th Avenue during this event. Parking was also on private property and Sherburne County Sheriff's Office was called. Deputy Wilson suggested future event parking to include temporary parking signs for parking on one side of the road, additional enforcement and having reserve patrol, which are volunteers.

Holm asked Deputy Wilson about a shooting complaint in April. City Attorney, Bob Ruppe, stated that a firearm ordinance has not been adopted by the City of Baldwin. Mayor Swanson asked if there are still issues with the Sheriff's Office on who handles code enforcement/ordinance violations. Deputy Wilson stated that the Sheriff's Department sends the monthly reports to the Clerk. Deputy Wilson stated there are ordinance violations that should be sent to Baldwin's Zoning Administrator. Baldwin's City Attorney only handles civil actions. Case stated that parking violations should not go to our Planning & Zoning Administrator. Dan Licht recommends sitting down with the County Attorney, Sheriff's Office and City Council and himself so that there isn't

overlapping of duties. Rush stated that the call reports should be sent to the Clerk and Dan Licht, Baldwin's Planning & Zoning Administrator. **Case/Walker unanimous to approve** Bob Ruppe, City Attorney, to set up a meeting date with the County Attorney's Office, Sherburne County Sheriff's Office, City Council Liaison and Baldwin Zoning Administrator, Dan Licht.

Public Comment Requests:

- **Jeff Parent: 28320 98 ½ Street NW, Zimmerman** – Jeff Parent was at the meeting to get updates on getting the road fixed by his house. Rush stated that work is in process with Sherburne County Soil and Water Conservation District (SWCD) on the drainage and steps needed to go forward with this project. Rush stated that the (SWCD) needs to approve the plans first. Jeff Parent asked if the roads will be fixed on the east side as well. Rush to reach out to Baldwin Public Works to take a look at the roads on the east side of Sandy Lake. Jeff Parent stated that there is a semi-truck that comes down his road that is over the weight restrictions.

Approval of Consent Agenda - Rush/Case unanimous to approve Consent Agenda

- Approve Resolution 25-08 Resolution to Support Princeton Youth Hockey Recreational Program
- Approve Resolution 25-09 Resolution to Support Princeton Football Recreational Program
- Approve City Council Meeting Minutes for April 7th, 2025 and April 21st, 2025
- Approve April 17th, 2025 Meeting Minutes for Local Board of Appeal & Equalization

Discuss/Approve/Disapprove Resolution 25-10 Fund Transfer from Fund 403 (Fire Infrastructure Fund) to Fund 250 (Fire Fund) of \$10,000.00 - Rush/Case unanimous to approve resolution 25-10

Discuss/Approve/Disapprove Resolution 25-11 Fund Transfer from Fund 401 (Fire Service) to Fund 250 (Fire Fund) for 25 Percent Quarterly Fire Expenditures - Rush/Walker unanimous to approve resolution 25-11

Fire Department Report:

Fire Chief, Scott Case, reported 38 fire department calls for the month of April 2025. These calls consisted of 26 medicals, 1 structure fires, 3 motor vehicle accidents, 5 grass/rubbish fires and 3 alarms. Of the 38 calls, 10 of these calls were for service in Blue Hill Township.

Planning Items:

Discuss/Approve/Disapprove Resolution 25-12; Northland Ponds Final Plat Approval and Authorization to Execute Agreements - City Planner, Dan Licht from (TPC) presented the planning report for Northland Ponds. Full planning report on file in

the Clerk's Office. **Rush/Holm unanimous to approve** resolution 25-12 contingent on the 16 conditions as stated in the resolution.

Discuss Code Enforcements:

PID# 01-00508-0114 – Complaint of private racetrack. Holm stated, for the record, that there is not a racetrack at this property address. Holm stated that the resident has only plowed and leveled an area on this PID only.

PID# 01-00009-3210 – Complaint of junk and debris

PID# 01-00415-0340 – Complaint of junk and debris

Rush/Walker unanimous to approve sending out step 1 code enforcement letters to the above 3 property owners.

Discuss Building Permits for January to March 2025 – The Clerk/Treasurer received a report from Rum River Consultants. Based off this report, there was a total of 17 permits in January 2025, 14 in February 2025 and 26 in March 2025.

Discuss Ag Exemptions – Mayor Swanson communicated that this was discussed with the Planning Commission and City Council joint meeting on April 23rd, 2025. Dan Licht from (TPC) discussed how criteria is set up for when exemptions apply for agricultural buildings. City Attorney, Ruppe, asked if there would be a permit that would be applied for and who issues permit. Dan Licht indicated that this would be a zoning permit if the building code didn't apply. Dan Licht went on to say that the Building Official, County Assessor and Zoning Administrator would review to see if the exemption was appropriate. This would be an administrative permit under the zoning ordinance. City Attorney, Ruppe, stated that usually this goes through their office started from the Building Official. There could be times when there is a change in use and needs an administrative search on the use of the building.

Accept Planning Commissioner Joy Johnson Resignation and Discuss Appointment Process – Case/Rush unanimous to approve Planning Commissioner resignation from Joy Johnson. The City Council asked the Clerk to send a letter to Joy Johnson thanking her for the years on Baldwin's Planning Commission. Rush communicated that there are a few applicants that are interested in this role that applied during the Infrastructure Committee application period.

Discuss/Approve/Disapprove First Amendment to Agreement for Building Official Services – City Attorney, Bob Ruppe, requested this agenda item be tabled until Rum River Consultants (RRC) Attorney reviews the agreement. **Holm/Rush unanimous to approve** tabling until the amended contract is returned from RRC Attorney.

Discuss Parking Ordinance – Mayor Swanson communicated that in the past, residents came to the City Council requesting special parking for events. Holm recommends having a parking coordinator, putting cones out, a sign stating no parking on one side of the road and/or an outreach on expectations for parking during special events. City Attorney, Bob Ruppe, stated you need enforcement if the ordinance is not followed. Dan Licht stated that the parking ordinance does have citation and

enforcement of parking on City streets. Holm stated that a letter needs to be sent to Ruff Start Rescue asking for help during special events so Baldwin's parking ordinance can be honored.

Park Committee Report:

Discuss/Approve/Disapprove Purchasing ADA Restrooms – The Park Committee is requesting to purchase portable restrooms for City Parks. The proposal is for 1 ADA compliant Handicap for Young Park, 1 regular for Sandy Lake Beach and 1 regular for Elk Lake Rain Garden. The Park Committee motioned to approve up to \$5300.00 to purchase 3 portable restrooms. The Park Committee also motioned to approve a two-month handicap rental for Young Park until the purchased items are received. The rental amount is \$400.24. Rush stated that renting an ADA restroom for the parks is expensive. Mayor Swanson asked who services the purchased portable restrooms and Rush stated there is a few companies that can be contracted out for service. Rush to find out who services the restrooms and will bring this information back to the May 19th, 2025 City Council meeting. Case asked what the total cost to rent and Rush stated \$2400.00-\$3000.00. Case asked about vandalism. City Attorney, Ruppe, suggested to check with the League of MN Cities on insuring the portable restrooms. **Rush/Holm unanimous to table** until the May 19th, 2025 City Council meeting.

Discuss/Approve/Disapprove 50' Aquatic Weed Removal at Sandy Lake Beach – Quote is for \$2975.00 to remove and/or cut and remove cattails and aquatic weeds at Sandy Lake Beach. Case asked if there is maintenance that the City needs to do. Holm asked if the cattails were cut out. Rush stated that they are. **Holm/Case unanimous to approve** quote for \$2975.00.

Discuss/Approve/Disapprove Resolution 25-13; Revisions to Park Committee Bylaws – **Case/Holm unanimous to approve** resolution 25-13.

Discuss DNR Grant – This is for the crushed granite for Young Park trails. Rush stated that the trails have not been done since 2012. **Rush made a motion to approve due to a 2-year expiration date. Walker seconded the motion, motion carried.** Mayor Swanson stated he has a lot of concerns about this. Swanson stated that the city already has an engineer. Mayor Swanson stated that the city already received a number from our current Engineer, and we should have communicated this information to them. Rush stated that Baldwin's City Engineer has a lot going on with roads and there is an expiration date to meet on the DNR grant. Mayor Swanson requested future City Council discussion before another Engineer is contacted. **Rush/Walker/Holm approve, Case/Swanson disapproved, motion carried.**

Cemetery Update – None

Tabled Items:**Discuss/Approve/Disapprove Estimate of \$1500.00 for Sandy Lake Boat Launch –**

Rush stated that Sandy Lake Boat Launch is not a DNR boat launch but a public boat launch. Mayor Swanson made a motion to disapprove this quote and to use 2 ½" crushed rock. Case seconded the motion. Case would like Sandy Lake boat launch fixed permanently. **Swanson/Walker/Case disapproved estimate; Holm/Rush approved; motion failed due to a 3-2 vote.**

New Business:

Discuss/Approve/Disapprove Municipal Liquor Feasibility Study – City Attorney, Bob Ruppe, stated that he hasn't had communities request a Municipal Liquor Feasibility Study in the past. Market shifts need to be looked at along with market share, costs, inventory, employees, hours of operation and basically a business plan.

Swanson/Case unanimous to approve City Staff develop a request for proposal to do a Municipal Liquor Feasibility Study.

Discuss/Approve/Disapprove Surface Treatment Plan – Rush is requesting up to \$200,000.00 for which would be roads indicated in blue on the map. (Map is provided in the agenda packet.) Mayor Swanson stated that this needs to be sealed bids if it's over \$175,000.00. Mayor Swanson requests City Attorney, Ruppe, to be involved in the bidding process along with Baldwin's City Engineer. Rush to get updated bid sheets from Hakanson Anderson. Plans/specifications and a resolution would need to be prepared by Hakanson Anderson stated City Planner, Licht. This would be the bid package only. **Rush/Holm unanimous to approve** moving forward with roads in blue on the map provided in the agenda packet.

Case/Holm unanimous to approve Hakanson Anderson involvement in the bid package.

Schedule Budget Meeting – Rush/Walker unanimous to approve budget meeting on June 16th, 2025 at 7:00 p.m.

Discuss/Approve/Disapprove Streaming Meetings – Case stated that the Planning Commission and Park Committee meetings can be recorded and then uploaded. **Holm made a motion** to record and upload in a day or two. Case stated that this can be revisited in the future to live stream meetings. **Case gave a friendly to Holm for videos to be uploaded within 48 hours. Holm accepted the friendly. Case second the motion, motion carried. Holm/Case unanimous to approve** streaming of all Baldwin committee and commissioner's meetings and for these video recordings to be uploaded in 48 hours.

Discuss/Approve/Disapprove Infrastructure Committee Facilities Tour Including Transportation – The City Council discussed the Infrastructure Committee touring the facilities at Nowthen, Saint Francis and Zimmerman. Case stated that Zimmerman could

possibly be done anytime. **Rush/Holm unanimous to approve** Dan Licht from (TPC) reaching out to surrounding communities to discuss tours.

Discuss/Approve/Disapprove Gambling Permit for Christ Our Light Church – Application was received for an exempt gambling permit for from Christ Our Light Catholic Parish. This gambling activity of bingo and raffles is on September 21st, 2025. **Rush/Case unanimous to approve** gambling permit for Christ Our Light Catholic Parish.

Announcements:

- a. Deputy Clerk Attending Conference May 5th – May 9th, 2025
- b. Public Works Supervisor on Vacation May 7th – May 11th, 2025
- c. Special City Council Meeting, Tuesday, May 13th, 2025 at 7:00 p.m.
- d. Park Committee Meeting, Thursday, May 15th, 2025 at 7:00 p.m.
- e. Next City Council Meeting, Monday, May 19th, 2025 at 7:00 p.m.
- f. Fire Department is hiring fire fighters until May 31st, 2025.
- g. Christ Our Light Catholic Church is doing a walk May 31st from 10:00 to 1:00. This will be up to 150 people that will be walking from the old location to the new location in the City of Baldwin. Rush is working with Sheriff's office. They will be walking on county roads and stopping at Young Park. Holm suggests not renting Young Park on May 31st so they have full use of the park.

Any Other Business:

Rush communicated that the Catholic Church may call it Christ Our Light Church of Baldwin.

Approve Bills for Payment - Rush/Walker unanimous to approve check numbers 28537 – 28579 for \$95,675.20, 4 EFT Payments of \$3246.23 for a total of \$98,921.43.

Adjourn – Holm/Rush unanimous to adjourn at 8:59 p.m.

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

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

Date

Attendees: Delmas Hines, Pat Brown, Sheldon Pool, Jeff Parent, Todd Maloney and Ron & Cindy Messer.



**Hakanson
Anderson**

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



May 15, 2025

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

RE: Sinkhole and 303rd Avenue Geotechnical Evaluations

Dear Mayor and City Council:

Please find enclosed the Proposals received for geotechnical evaluations for the Sinkhole locations and 303rd Avenue. A Request for Proposal was sent to three Firms, and we received responses from two Firms.

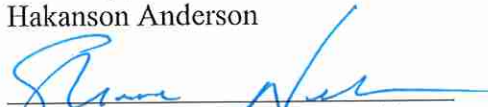
A summary of the two Proposals received is below:

<u>Company</u>	<u>Total Quote</u>
Haugo Geotechnical Services LLC	\$15,610.00
Braun Interec	\$19,155.00

Therefore, we recommend that the City award the project to Haugo Geotechnical Services LLC.

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

Cc: Sam Jochum, City Engineer

CITY OF BALDWIN
GEOTECHNICAL EXPLORATION QUOTATION FORM
2025 ROADWAY IMPROVEMENTS

Item No	Description	Quantity	Unit Price	Extension
Project Area 1: Sink Hole Improvements				
1	10 Foot Boring	12	EA 365	EA
2	Additional Boring Depth	12	LF 241LF	LF
3	Report Preparation <i>+ Mob, traffic control etc</i>	1	LS 4470	LS
Project Area 2: 303rd Avenue Street Improvement				9350
1	10 Foot Boring	4	EA 355	EA
2	Additional Boring Depth	4	LF 241LF	LF
3	Bituminous Core	6	EA 195	EA
4	Report Preparation	1	LS 3670	LS

Total Testing Cost **\$15,610**

By: Lucas Mol

Signed: *[Signature]*

Title: Project Manager

Company: Hugco Geotechnical Services

Date: 5/14/2025

Rig can be mobilized within 15-20 business days of authorization.
Draft Boring logs can be provided 3 business days after borings complete
Reports can be completed within 15 business days after borings are completed



Braun Intertec Corporation
11001 Hampshire Avenue S
Minneapolis, MN 55438

Phone: 952.995.2000
Fax: 952.995.2020
Web: braunintertec.com

May 14, 2025

Proposal QTB215226

Sam Jochum, PE
Hakanson Anderson Associates, Inc.
3601 Thurston Avenue
Anoka, MN 55303

Re: Proposal for a Geotechnical Evaluation
City of Baldwin – 2025 Roadway Improvement
Various City Streets East and West of TH 169
Baldwin, Minnesota

Dear Mr. Jochum:

Braun Intertec Corporation respectfully submits this proposal to complete a geotechnical evaluation for the City of Baldwin 2025 Roadway Improvement Project at the referenced site.

Project Information

Per the RFP provided by Hakanson Anderson Associates, Inc. (HAA), dated April 28, 2025, we understand the proposed project will include improvements of various city streets, separated into two project areas. Project Area 1 includes 138th Street Northwest, 290th Avenue Northwest, 289th Avenue Northwest, 283rd Avenue Northwest, 282nd Avenue Northwest, 120th Street Northwest, 100th Street Northwest, Elk Lake Road East, and Lake Diann Road Northwest in Baldwin, Minnesota. Project Area 2 includes 303rd Avenue in Baldwin, Minnesota. The City of Baldwin (City) has proposed that the improvements include full depth reclamation of all referenced city streets.

Purpose

The purpose of our geotechnical evaluation will be to characterize subsurface geologic conditions at selected exploration locations, evaluate their impact on the project, and provide geotechnical recommendations for the proposed reconstruction of the referenced city streets in Project Areas 1 and 2.

Scope of Services

We propose the following tasks to help achieve the stated purpose. If we encounter unfavorable or unforeseen conditions during the completion of our tasks that lead us to recommend an expanded scope of services, we will contact you to discuss the conditions before resuming our services.

Site Access

Based on aerial photographs, it appears that the site is accessible to a truck-mounted drill rig. We assume there will be no cause for delays in accessing the exploration locations. We are not including tree clearing, debris or obstruction removal, or grading of navigable paths.

AA/EOE

Depending on access requirements, ground conditions or potential utility conflicts, our field crew may alter the exploration locations from those proposed to facilitate accessibility.

Our drilling activities may also impact the vegetation and may rut the surface to access boring locations. Restoration of vegetation and turf is not part of our scope of services.

Utility Clearance

Prior to drilling or excavating, we will contact Gopher State One Call and arrange for notification of the appropriate utility vendors to mark and clear the exploration locations of public underground utilities. You, or your authorized representative, are responsible to notify us before we begin our work of the presence and location of any underground objects or private utilities that are not the responsibility of public agencies.

Permits

We will obtain a right-of-way permit with the City prior to beginning our fieldwork. We assume the City will waive permit fees as we will be completing the work for the City.

Traffic Control

Due to the anticipated low-volume roadways that we will be completing our field explorations within, our planned traffic control will be limited to warning signs and cones to alert motorists of our work area.

Penetration Test Borings and Pavement Coring

As requested, we will drill 16 standard penetration test (SPT) borings between the two project areas (12 SPT borings within Project Area 1 and 4 SPT borings within Project Area 2) to nominal depths of 10 feet below the existing surface. Standard Penetration tests will be performed continuously to 6 feet and then at 2 1/2-foot vertical intervals down to boring termination.

We will also core pavement materials at six locations along 303rd Avenue within Project Area 2 to determine depths of bituminous and obtain aggregate base thicknesses. Once complete, the pavement cores will be reviewed for any material deficiencies and retained for any warranted testing.

The figures below show illustrations of our proposed exploration locations.

Figure 1. Project Area 1 Proposed Boring Locations

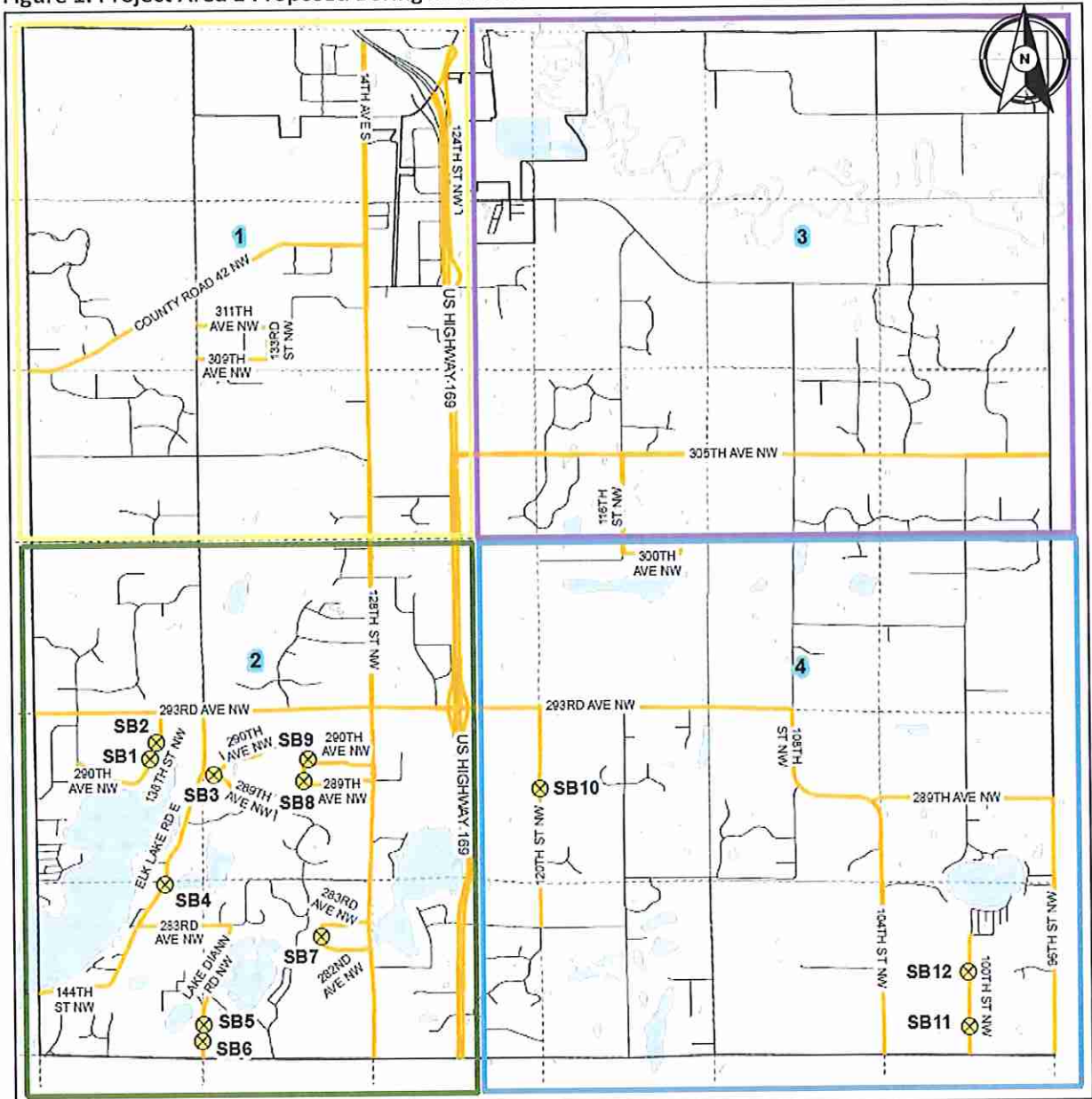


Figure provided by Hakanson Anderson dated April 28, 2025.

Figure 2. Project Area 2 Proposed Boring and Pavement Coring Locations



Figure provided by Hakanson Anderson dated April 28, 2025.

If the intended boring depths do not extend through unsuitable material, we will extend the borings at least 5 feet into suitable material at greater depths. The additional information will help evaluate such issues as excavation depth, consolidation settlement, and foundation alternatives, among others. If we identify a need for deeper (or additional) borings, we will contact you prior to increasing our total estimated drilled footage and submit a Change Order summarizing the anticipated additional effort and the associated cost, for your review and authorization.

Groundwater Measurements

If the borings encounter groundwater during or immediately after drilling of each boring, we will record the observed depth on the boring logs.

MDH Notification and Sealing Record

Since our planned exploration will be less than 15 feet in depth, the Minnesota Statutes will not require that we complete any notifications or sealing records. If we extend any of the borings (and soundings/cores) to a depth of 15 feet or greater, the Statutes requires that we seal the boreholes and complete a Sealing Record. If 25 feet or greater, the Statutes also require us to complete a Sealing Notification Form. If the Record or Form are required, we will contact you to discuss the additional fees and sealing requirements.

Borehole Abandonment

We will backfill our exploration locations immediately after completing the drilling and pavement coring at each exploration location. Minnesota Statutes require sealing temporary borings that are 15 feet deep or deeper. We currently do not anticipate having to seal any of the boring locations. Upon backfilling exploration locations, we will fill holes in pavements with a temporary patch.

Over time, subsidence of borehole and corehole backfill may occur, requiring replacing bituminous patches. We are not assuming responsibility for re-patching after we complete our fieldwork.

Sample Review and Laboratory Testing

We will return recovered samples to our laboratory, where a geotechnical engineer will visually classify and log them. To help classify the materials encountered and estimate the engineering properties necessary to our analyses, we have budgeted to perform the following laboratory tests.

Table 1. Project Area 1: Sinkhole Improvements - Laboratory Tests

Test Name	Number of Tests	ASTM Test Method	Purpose
Moisture content	12	D2216	Soil classification, moisture condition, and engineering properties
Percent passing #200 sieve	6	D1140	Soil classification, and evaluate frost susceptibility
Organic content	12	D2974	Evaluate suitability of soils for reuse

Table 2. Project Area 2: 303rd Avenue Street Improvements - Laboratory Tests

Test Name	Number of Tests	ASTM Test Method	Purpose
Moisture content	4	D2216	Soil classification, moisture condition, and engineering properties
Percent passing #200 sieve	2	D1140	Soil classification, and evaluate frost susceptibility
Organic content	4	D2974	Evaluate suitability of soils for reuse

We will determine the actual laboratory testing for the project depending on the encountered subsurface conditions. If we identify a laboratory testing program that exceeds the budget included in this proposal but provides additional value to the project, we will request authorization for the additional fees through a Change Order.

Engineering Analyses

We will use data obtained from the subsurface exploration and laboratory tests to evaluate the subsurface profile and groundwater conditions, and to perform engineering analyses related to structure and pavement design and performance.

Reports

We will prepare two separate reports for both Project Area 1 and Project Area 2 including:

- CAD sketches showing the exploration locations.
- Logs of the soil borings describing the materials encountered and presenting the results of our groundwater measurements and laboratory tests.
- Photographic log of pavement cores. (Project Area 2 only)
- A summary of the subsurface profile and groundwater conditions.
- Discussion identifying the subsurface conditions that will impact design and construction.
- Discussion regarding the reuse of on-site materials during construction.
- Recommendations for preparing pavement subgrades, and the selection, placement and compaction of fill.
- Recommendations for pavement rehabilitation (full depth reclamation) including pavement designs.

We will only submit an electronic copy of our report to you unless you request otherwise. At your request, we can also send the report to additional project team members.

Schedule

We anticipate performing our work according to the following schedule.

- Drill rig mobilization – within about 7 weeks following receipt of written authorization (anticipated drill dates of June 25 and June 26, 2025).
- Pavement coring mobilization – within about 7 weeks following receipt of written authorization (anticipated coring date of June 26, 2025).
- Field exploration – 2 days on site to complete the work.
- Classification and laboratory testing – within 1 to 2 weeks after completion of field exploration.
- Preliminary results – within 2 weeks after completion of field exploration.
- Draft report submittals – within about 3 weeks of completion of field exploration.
- Final report submittals – within 5 days of receiving comments on the draft report.

If we cannot complete our proposed scope of services according to this schedule due to circumstances beyond our control, we may need to revise this proposal prior to completing the remaining tasks.

Fees

We will furnish the services described in this proposal on a time and materials basis for an estimated fee of **\$19,555**. Table 3 below provides a breakdown of the proposed fees within the table provided via the RFP. We have also attached our proposed cost breakdown to this proposal.

Table 3. Project Area 1 & Project Area 2 Proposed Fees

Item No.	Description	Quantity		Unit Price		Extension
Project Area 1: Sinkhole Improvements						
1	10 Foot Boring	12	Each	~\$540.21	Each	~\$6,482.50
2	Additional Boring Depth	12	Lineal Foot	~\$4.50	Lineal Foot	NA
3	Report Preparation	1	Lump Sum	\$5,430	Lump Sum	\$5,340
Project Area 1 Total Cost						\$11,912.50
Project Area 2: 303rd Avenue Street Improvements						
1	10 Foot Boring	4	Each	\$628.00	Each	\$2,512
2	Additional Boring Depth	4	Lineal Foot	~\$4.50	Lineal Foot	NA
3	Bituminous Core	6	Each	~\$256.33	Each	~\$1,538
4	Report Preparation	1	Lump Sum	\$3,592.50	Lump Sum	\$3,592.50
Project Area 2 Total Cost						\$7,642.50
Total Cost						\$19,555

Our work may extend over several invoicing periods. As such, we will submit partial progress invoices for work we perform during each invoicing period.

General Remarks

We will be happy to meet with you to discuss our proposed scope of services further and clarify the various scope components.

We appreciate the opportunity to present this proposal to you. Please sign and return a copy to us in its entirety.

We based the proposed fee on the scope of services described and the assumptions that you will authorize our services within 30 days and that others will not delay us beyond our proposed schedule.

We include the Braun Intertec General Conditions, which provide additional terms and are a part of our agreement.

To have questions answered or schedule a time to meet and discuss our approach to this project further, please contact Jesse Hill-Male at 763.248.0148 (jhill-male@braunintertec.com) or Josh Kirk at 952.995.2222 (jkirk@braunintertec.com).

Sincerely,

BRAUN INTERTEC CORPORATION



Jesse O. Hill-Male, EIT
Staff Engineer



Joshua L. Kirk, PE
Director, Senior Engineer

Attachments:
General Conditions (11/4/2024)
Project Proposal QTB215226

c: Shane Nelson, Hakanson Anderson
Zac Good, City of Baldwin
Joan Heinen, City of Baldwin

The proposal is accepted, and you are authorized to proceed.

Authorizer's Firm

Authorizer's Signature

Authorizer's Name (please print or type)

Authorizer's Title

Date

SECTION 1: AGREEMENT

1.1 Agreement. This agreement consists of these General Conditions and the accompanying written proposal or authorization ("Agreement"). This Agreement is the entire agreement between Consultant and Client and supersedes all prior negotiations, representations or agreements, either written or oral.

1.2 Parties to the Agreement. The parties to this Agreement are the Braun Intertec entity ("Consultant") and the client ("Client") as described in the accompanying written proposal or authorization. Consultant and Client may be individually referred to as a Party or collectively as the Parties.

SECTION 2: SCOPE OF SERVICES

2.1 Services. Consultant will provide services ("Services") in connection with the project ("Project") which are specifically described in this Agreement. Client understands and agrees that Consultant's Services are limited to those which are expressly set forth in this Agreement.

2.2 Additional Services. Any Services not specifically set forth in the Agreement constitute "Additional Services." Additional Services must be agreed upon in writing by the Parties prior to performance of the Additional Services and may entitle Consultant to additional compensation and schedule adjustments. Additional compensation will be based upon Consultant's then current rates and fees.

SECTION 3: PERFORMANCE OF SERVICES

3.1 Standard of Care. Consultant will perform its professional Services consistent with the degree of care and skill exercised by members of Consultant's profession performing under similar circumstances at the same time and in the same locality in which the professional Services are performed. CONSULTANT DISCLAIMS ALL STATUTORY, ORAL, WRITTEN, EXPRESS, AND IMPLIED WARRANTIES, INCLUDING WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR PERFORMANCE OF SERVICES IN A GOOD AND WORKMANLIKE MANNER.

3.2 Written Reports and Findings. Unless otherwise agreed in writing, Consultant's findings, opinions, and recommendations will be provided to Client in writing and may be delivered via electronic format. Client agrees not to rely on oral findings, opinions, or recommendations.

3.3 Observation or Sampling Locations. Locations of field observations or sampling described in Consultant's report or shown on Consultant's sketches reference Project plans or information provided by others or estimates made by Consultant's personnel. Consultant will not survey, set, or check the accuracy of those points unless Consultant accepts that duty in writing. Client agrees that such dimensions, depths, or elevations are approximations unless specifically stated otherwise in the report. Client accepts the inherent risk that samples or observations may not be representative of items not sampled or seen and further that site conditions may vary over distance or change over time.

3.4 Project Site Information. Client will provide Consultant with prior environmental, geotechnical and other reports, specifications, plans, and information to which Client has access about the Project site and which are necessary for Consultant to carry out Consultant's Services. Client agrees to provide Consultant with all plans, changes in plans, and new information as to Project site conditions until Consultant has completed its Services.

3.5 Subsurface Objects. To the extent required to carry out Consultant's Services, Client agrees to provide Consultant, in a timely manner, with information that Client has regarding buried objects at the Project site. Consultant will not be responsible for locating buried objects or utilities at the Project site unless expressly set forth in this Agreement, or expressly required by applicable law. Client agrees to hold Consultant harmless, defend, and indemnify Consultant from claims, damages, losses, penalties and expenses (including attorney fees) involving buried objects or utilities that were not properly marked or identified or of which Client had or should have had knowledge but did not timely notify Consultant or correctly identify on the plans Client or others furnished to Consultant. Consultant, from time to time, may hire a third party to locate underground objects or utilities and, unless otherwise expressly stated in this Agreement, such action shall be for the sole benefit of Consultant and in no way will alleviate Client of its responsibilities hereunder.

3.6 Hazardous Materials. Client will notify Consultant of any knowledge or suspicion of the presence of hazardous or dangerous materials present on any Project site or in any sample or material provided to Consultant. Client agrees to provide Consultant with information in Client's possession or control relating to such samples or materials. If Consultant observes or suspects the presence of contaminants not anticipated in this Agreement, Consultant may terminate Services without liability to Client or to others, and Client will compensate Consultant for fees earned and expenses incurred up to the time of termination.

3.7 Supervision of Others. Consultant shall have no obligation to supervise or direct Client's representatives, contractors, or other third parties retained by Client. Consultant has no authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by Client, Client's representatives, contractors, or other third parties retained by Client.

3.8 Safety. Consultant will provide a health and safety program for its employees as well as reasonable personal protective equipment ("PPE") typical for the performance of the Services provided by this Agreement and as required by law. Consultant shall be entitled to compensation for all extraordinary PPE required by Client. Client will provide, at no cost to

Consultant, appropriate Project site safety measures which are necessary for Consultant to perform its Services at the Project location or work areas in connection with the Project. Consultant's employees are expressly authorized by Client to refuse to work under conditions that may, in an employee's sole discretion, be unsafe. Consultant shall have no authority over or be responsible for the safety precautions and programs, or for security, at the Project site (except with respect to Consultant's own Services and those of its subconsultants).

3.9 Project Site Access and Damage. Client will provide or ensure access to the site. In the performance of Services some Project site damage is normal even when due care is exercised. Consultant will use reasonable care to minimize damage to the Project site. Unless otherwise expressly stated in this Agreement, the cost of restoration for such damage has not been included in the estimated fees and will be the responsibility of the Client.

3.10 Monitoring Wells. To the extent applicable to the Services, monitoring wells are Client's property, and Client is responsible for monitoring well permitting, maintenance, and abandonment unless otherwise expressly set forth in this Agreement.

3.11 Contaminant Disclosures Required by Law. Client agrees to make all disclosures related to the discovery or release of contaminants that are required by law. In the event Client does not own the Project site, Client acknowledges that it is Client's duty to inform the owner of the Project site of the discovery or release of contaminants at the site. Client agrees to hold Consultant harmless, defend, and indemnify Consultant from claims, damages, penalties, or losses and expenses, including attorney fees, related to Client's failure to make any disclosure required by law or for failing to make the necessary disclosure to the owner of the Project site.

SECTION 4: SCHEDULE

4.1 Schedule. Consultant shall complete its obligations within a reasonable time and shall make decisions and carry out its responsibilities in a manner consistent with the Standard of Care. Specific periods of time for rendering Services or specific dates by which Services are to be completed are provided in this Agreement. If Consultant is delayed in the performance of the Services by actions, inactions, or neglect of Client or others for whom Client is responsible, by changes ordered in the Services, or by other causes beyond the control of Consultant, including force majeure events, then the time for Consultant's performance of Services shall be extended and Consultant shall receive payment for all expenses attributable to the delay in accordance with Consultant's then current rates and fees.

4.2 Scheduling On-Site Observations or Services. To the extent Consultant's Services require observations, inspections, or testing to be performed at the Project site, Client understands and agrees that Client, directly or indirectly through its authorized representative, has the sole right and responsibility to determine and communicate to Consultant the scheduling of observations, inspections, and testing performed by Consultant. Accordingly, Client also acknowledges that Consultant bears no responsibility for damages that may result because Consultant did not perform such observations, inspections, or testing that Client failed to request and schedule. Client understands that the scheduling of observations, inspections, or testing will dictate the time Consultant's field personnel spend on the job site and agrees to pay for all services provided by Consultant due to Client's scheduling demands in accordance with Consultant's then current rates and fees.

SECTION 5: COST AND PAYMENT OF SERVICES

5.1 Cost Estimates. Consultant's price or fees provided for in this Agreement are an estimate and are not a fixed amount unless otherwise expressly stated in this Agreement. Consultant's estimated fees are based upon Consultant's experience, knowledge, and professional judgment as well as information available to Consultant at the time of this Agreement. Actual costs may vary and are not guaranteed or warranted.

5.2 Payment. Consultant will invoice Client on a monthly basis for Services performed. Client will pay for Services as stated in this Agreement together with costs for Additional Services or costs otherwise agreed to in writing within thirty (30) days of the invoice date. Unless otherwise stated in this Agreement or agreed to in writing, Consultant's costs for all services performed will be based upon Consultant's then current rates, fees, and charges. No retainage shall be withheld by Client. All unpaid invoices will incur an interest charge of 1.5% per month or the maximum allowed by law.

5.3 Other Payment Conditions. Consultant will require Client credit approval and Consultant may require payment of a retainer fee. Client agrees to pay all applicable taxes. Client's obligation to pay for Services under this Agreement is not contingent on Client's ability to obtain financing, governmental or regulatory agency approval, permits, final adjudication of any lawsuit, Client's successful completion of any project, receipt of payment from a third party, or any other event.

5.4 Third Party Payment. Provided Consultant has agreed in writing, Client may request Consultant to invoice and receive payment from a third party for Consultant's Services. Consultant, in its sole discretion, may also require the third party to provide written acceptance of all terms of this Agreement. Neither payment to Consultant by a third party nor a third party's written acceptance of all terms of this Agreement will alter Client's rights and responsibilities under this Agreement. Client expressly agrees that the Agreement contains sufficient consideration notwithstanding Consultant being paid by a third party.

5.5 Non-Payment. If Client does not pay for Services in full as agreed, Consultant may retain work not yet delivered to Client and Client agrees to return all Project Data (as defined in this Agreement) that may be in Client's possession or under Client's control. If Client fails to pay Consultant in accordance with this Agreement, such nonpayment shall be considered a

default and breach of this Agreement for which Consultant may terminate for cause consistent with the terms of this Agreement and without liability to Client or to others. Client will compensate Consultant for fees earned and expenses incurred up to the time of termination. Client agrees to be liable to Consultant for all costs and expenses Consultant incurs in the collection of amounts invoiced but not paid, including but not limited to attorney fees and costs.

SECTION 6: OWNERSHIP AND USE OF DATA

6.1 Ownership. All reports, notes, calculations, documents, and all other data prepared by Consultant in the performance of the Services ("Project Data") are instruments of Consultant's Services and are the property of Consultant. Consultant shall retain all common law, statutory and other reserved rights, including the copyright thereto, of Project Data.

6.2 Use of Project Data. The Project Data of this Agreement is for the exclusive purpose disclosed by Client and, unless agreed to in writing, for the exclusive use of Client. Client may not use Project Data for a purpose for which the Project Data was not prepared without the express written consent of Consultant. Consultant will not be responsible for any claims, damages, or costs arising from the unauthorized use of any Project Data provided by Consultant under this Agreement. Client agrees to hold harmless, defend and indemnify Consultant from any and all claims, damages, losses, and expenses, including attorney fees, arising out of such unauthorized use.

6.3 Samples, Field Data, and Contaminated Equipment. Samples and field data remaining after tests are conducted, as well as field and laboratory equipment that cannot be adequately cleansed of contaminants, are and continue to be the property of Client. Samples may be discarded or returned to Client, at Consultant's discretion, unless within fifteen (15) days of the report date Client gives Consultant written direction to store or transfer the samples and materials. Samples and materials will be stored at Client's expense.

6.4 Data Provided by Client. Electronic data, reports, photographs, samples, and other materials provided by Client or others may be discarded or returned to Client, at Consultant's discretion, unless within 15 days of the report date Client gives Consultant written direction to store or transfer the materials at Client's expense.

SECTION 7: INSURANCE

7.1 Insurance. Consultant shall keep and maintain the following insurance coverages:

- a. Workers' Compensation: Statutory
- b. Employer's Liability: \$1,000,000 bodily injury, each accident | \$1,000,000 bodily injury by disease, each employee | \$1,000,000 bodily injury/disease, aggregate
- c. General Liability: \$1,000,000 per occurrence | \$2,000,000 aggregate
- d. Automobile Liability: \$1,000,000 combined single limit (bodily injury and property damage)
- e. Excess Umbrella Liability: \$5,000,000 per occurrence | \$5,000,000 aggregate
- f. Professional Liability: \$2,000,000 per claim | \$2,000,000 aggregate

7.2 Waiver of Subrogation. Client and Consultant waive all claims and rights of subrogation for losses arising out of causes of loss covered by the respective insurance policies.

7.3 Certificate of Insurance. Consultant shall furnish Client with a certificate of insurance upon request.

SECTION 8: INDEMNIFICATION, CONSEQUENTIAL DAMAGES, LIABILITY LIMITS

8.1 Indemnification. Consultant's only indemnification obligation shall be to indemnify and hold harmless the Client, its officers, directors, and employees from and against those damages and costs incurred by Client or that Client is legally obligated to pay as a result of third party tort claims, including for the death or bodily injury to any person or for the destruction or damage to any property, but only to the extent proven to be directly caused by the negligent act, error, or omission of the Consultant or anyone for whom the Consultant is legally responsible. This indemnification provision is subject to the Limitation of Liability set forth in this Section 8.

8.2 Intellectual Property. Client agrees to indemnify Consultant against losses and costs arising out of claims of patent or copyright infringement as to any process or system that is specified or selected by Client or others on behalf of Client.

8.3 Mutual Waiver of Consequential Damages. NOTWITHSTANDING ANYTHING TO THE CONTRARY HEREUNDER, NEITHER CONSULTANT NOR CLIENT SHALL BE LIABLE TO THE OTHER FOR ANY CONSEQUENTIAL, PUNITIVE, INDIRECT, INCIDENTAL OR SPECIAL DAMAGES, OR LOSS OF USE OR RENTAL, LOSS OF PROFIT, LOSS OF BUSINESS OPPORTUNITY, LOSS OF PROFIT OR REVENUE OR COST OF FINANCING, OR OTHER SUCH SIMILAR AND RELATED DAMAGE ASSERTED IN THIRD PARTY CLAIMS, OR CLAIMS BY EITHER PARTY AGAINST THE OTHER.

8.4 Limitation of Liability. TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL LIABILITY IN THE AGGREGATE OF CONSULTANT, CONSULTANT'S OFFICERS, DIRECTORS, PARTNERS, EMPLOYEES, AGENTS, AND SUBCONSULTANTS, TO CLIENT AND ANYONE CLAIMING BY, THROUGH OR UNDER CLIENT FOR ANY CLAIMS, LOSSES, COSTS, OR DAMAGES WHATSOEVER ARISING OUT OF, RESULTING FROM OR IN ANY WAY RELATED CONSULTANT'S PERFORMANCE OF THE SERVICES OR THIS AGREEMENT, FROM ANY CAUSE OR CAUSES, INCLUDING BUT NOT LIMITED TO NEGLIGENCE, PROFESSIONAL ERRORS AND OMISSIONS,

STRICT LIABILITY, BREACH OF CONTRACT, INDEMNIFICATION OBLIGATIONS OR BREACH OF WARRANTY, SHALL NOT EXCEED THE TOTAL COMPENSATION RECEIVED BY CONSULTANT OR \$50,000, WHICHEVER IS GREATER.

SECTION 9: MISCELLANEOUS PROVISIONS

9.1 Services Prior to Agreement. Directing Consultant to commence Services prior to execution of this Agreement constitutes Client's acceptance of this unaltered Agreement in its entirety.

9.2 Confidentiality. To the extent Consultant receives Client information identified as confidential, Consultant will not disclose that information to third parties without Client consent. Additionally, any Project Data prepared in performance of the Services will remain confidential and Consultant will not release the reports to any third parties not involved in the Project. Neither of the aforesaid confidentiality obligations shall apply to any information in the public domain, information lawfully acquired from others on a nonconfidential basis, or information that Consultant is required by law to disclose.

9.3 Relationship of the Parties. Consultant will perform Services under this Agreement as an independent contractor, and its employees will at all times be under its sole discretion and control. No provision in this Agreement shall be deemed or construed to create a joint venture, partnership, agency or other such association between the Parties.

9.4 Resource Conservation and Recovery Act. To the extent applicable to the Services, neither this Agreement nor the providing of Services will operate to make Consultant an owner, operator, generator, transporter, treater, storer, or a disposal facility within the meaning of the Resource Conservation and Recovery Act, as amended, or within the meaning of any other law governing the handling, treatment, storage, or disposal of hazardous substances. Client agrees to hold Consultant harmless, defend, and indemnify Consultant from any claims, damages, penalties or losses resulting from the storage, removal, hauling or disposal of such substances.

9.5 Services in Connection with Legal Proceedings. Client agrees to compensate Consultant in accordance with its then current fees, rates, or charges if Consultant is asked or required to respond to legal process arising out of a proceeding related to the Project and as to which Consultant is not a party.

9.6 Assignment. This Agreement may not be assigned by Consultant or Client without the prior written consent of the other Party, which consent shall not be unreasonably withheld.

9.7 Third Party Beneficiaries. Nothing in this Agreement, express or implied, is intended, or will be construed, to confer upon or give any person or entity other than Consultant and Client, and their respective permitted successors and assigns, any rights, remedies, or obligations under or by reason of this Agreement.

9.8 Termination. This Agreement may be terminated by either Party for cause upon seven (7) days written notice to the other Party. Should the other Party fail to cure and perform in accordance with the terms of this Agreement within such seven-day period, the Agreement may terminate at the sole discretion of the Party that provided the written notice. The Client may terminate this Agreement for its convenience. If Client terminates for its convenience, then Consultant shall be compensated in accordance with the terms hereof for Services performed, reimbursable costs and expenses incurred prior to the termination, and reasonable costs incurred as a result of the termination.

9.9 Force Majeure. Neither Party shall be liable for damages or deemed in default of this Agreement to the extent that any delay or failure in the performance of its obligations (other than the payment of money) results, without its fault or negligence, from any cause beyond its reasonable control, including but not limited to acts of God, acts of civil or military authority, embargoes, pandemics, epidemics, war, riots, insurrections, fires, explosions, earthquakes, floods, adverse weather conditions, strikes or lock-outs, declared states of emergency, and changes in laws, statutes, regulations, or ordinances.

9.10 Disputes, Choice of Law, Venue. In the event of a dispute and prior to exercising rights at law or under this Agreement, Consultant and Client agree to negotiate all disputes in good faith for a period of 30 days from the date of notice of such dispute. This Agreement will be governed by the laws and regulations of the state in which the Project is located and all disputes and claims shall be heard in the state or federal courts for that state. Client and Consultant each waive trial by jury.

9.11 Individual Liability. No officer or employee of Consultant, acting within the scope of employment, shall have individual liability for any acts or omissions, and Client agrees not to make a claim against any individual officers or employees of Consultant.

9.12 Severability. Should a court of law determine that any clause or section of this Agreement is invalid, all other clauses or sections shall remain in effect.

9.13 Waiver. The failure of either Party hereto to exercise or enforce any right under this Agreement shall not constitute a release or waiver of the subsequent exercise or enforcement of such right.

9.14 Entire Agreement. The terms and conditions set forth herein constitute the entire understanding of the Parties relating to the provision of Services by Consultant to Client. This Agreement may be amended only by a written instrument signed by both Parties. In the event Client issues a purchase order or other documentation to authorize Consultant's Services, any conflicting or additional terms of such documentation are expressly excluded from this Agreement.

Project Proposal

QTB215226

City of Baldwin - 2025 Roadway Improvements

Client: Hakanson Anderson Associates Inc. Sam Jochum 3601 Thurston Ave Ste 101 Anoka, MN 55303 (763) 427-5860	Work Site Address: Various City Streets east and west of TH-169 Zimmerman, MN 55398	Service Description: Geotechnical Evaluation
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	Description	Quantity	Units	Unit Price	Extension
Phase 1	Project Area 1: Sinkhole Improvements				
Activity 1.1	Utility Clearance				\$1,142.50
205	Site layout and utility clearance	3.50	Hour	115.00	\$402.50
288	Project Assistant	1.00	Hour	100.00	\$100.00
371	CADD/Graphics Operator	2.00	Hour	140.00	\$280.00
5099	Trimble R8 Rover (horizontal and vertical), per hour	3.50	Each	80.00	\$280.00
1862	UTIL Trip Charge	1.00	Each	80.00	\$80.00
Activity 1.2	Drilling Services				\$5,340.00
9000	Truck Mounted Drilling Services, per hour	12.00	Each	420.00	\$5,040.00
1555	Bituminous patch material, per boring	12.00	Each	25.00	\$300.00
1029	Standby time, per hour		Each	400.00	\$0.00
Activity 1.3	Geotechnical Soil Tests				\$2,040.00
1166	Loss by Washing Through #200 Sieve, per sample	6.00	Each	100.00	\$600.00
1174	Organic Content, per sample	12.00	Each	100.00	\$1,200.00
1152	Moisture content, per sample	12.00	Each	20.00	\$240.00
Activity 1.4	Evaluation/Analysis/Reports				\$3,390.00
138	Project Assistant	3.00	Hour	100.00	\$300.00
126	Project Engineer	12.00	Hour	185.00	\$2,220.00
128	Senior Engineer	3.00	Hour	215.00	\$645.00
125	Project Control Specialist	1.50	Hour	150.00	\$225.00
118	Staff Engineer		Hour	150.00	\$0.00
Phase 1 Total:					\$11,912.50
Phase 2	Project Area 2: 303rd Avenue Street Improvement				
Activity 2.1	Utility Clearance				\$780.00
205	Site layout and utility clearance	2.00	Hour	115.00	\$230.00
288	Project Assistant	1.00	Hour	100.00	\$100.00
371	CADD/Graphics Operator	1.50	Hour	140.00	\$210.00
5099	Trimble R8 Rover (horizontal and vertical), per hour	2.00	Each	80.00	\$160.00
1862	UTIL Trip Charge	1.00	Each	80.00	\$80.00
Activity 2.2	Drilling Services				\$2,200.00
9000	Truck Mounted Drilling Services, per hour	5.00	Each	420.00	\$2,100.00
1555	Bituminous patch material, per boring	4.00	Each	25.00	\$100.00
1029	Standby time, per hour		Each	400.00	\$0.00
Activity 2.3	Pavement Coring				\$1,070.00

Project Proposal

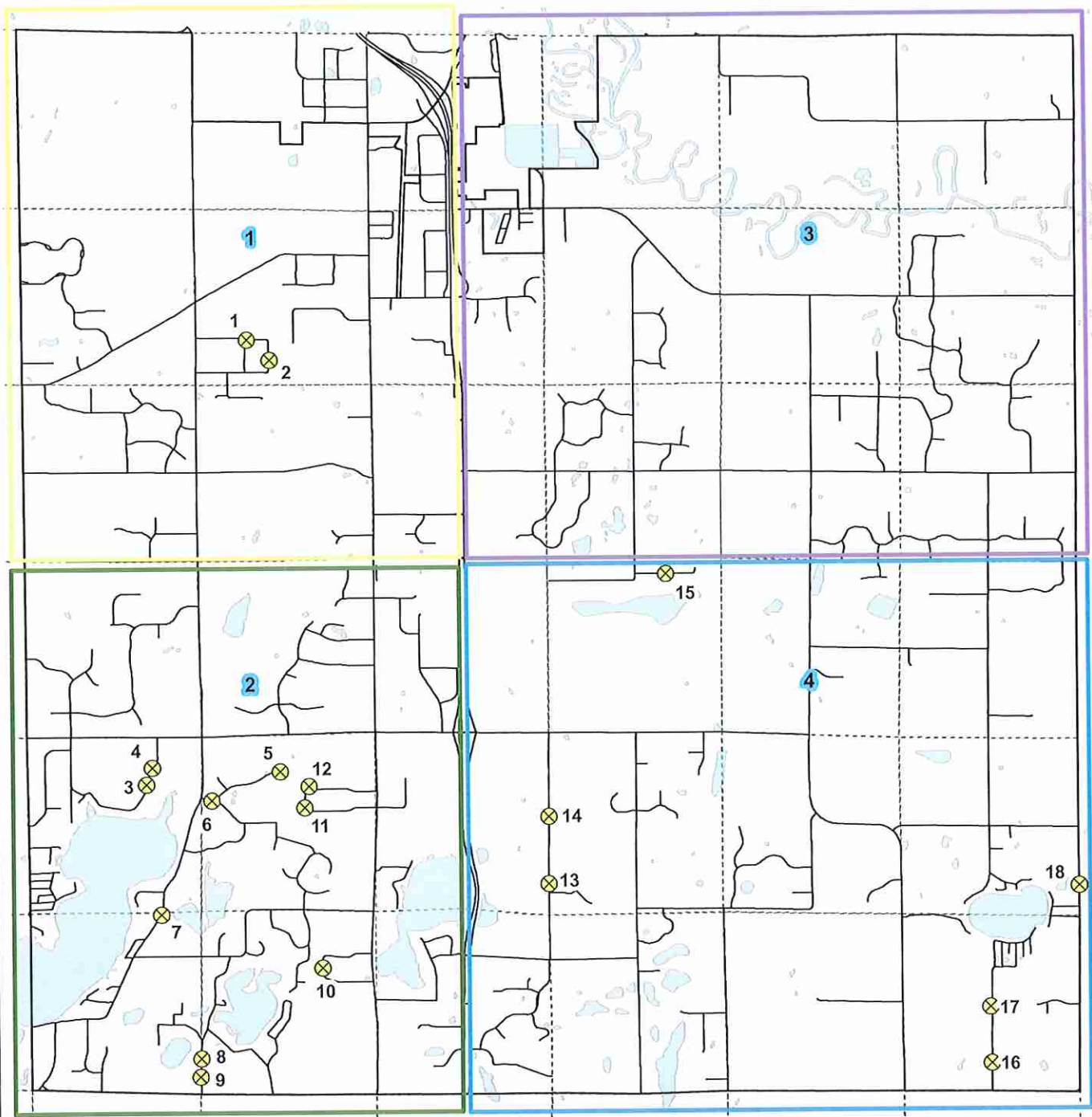
QTB215226

City of Baldwin - 2025 Roadway Improvements

252	Bituminous Coring, two person	4.00	Hour	210.00	\$840.00
1861	SPEC Trip Charge	1.00	Each	80.00	\$80.00
1555	Bituminous patch material, per core	6.00	Each	25.00	\$150.00
Activity 2.4	Geotechnical Soil Tests				\$680.00
1166	Loss by Washing Through #200 Sieve, per sample	2.00	Each	100.00	\$200.00
1174	Organic Content, per sample	4.00	Each	100.00	\$400.00
1152	Moisture content, per sample	4.00	Each	20.00	\$80.00
Activity 2.5	Evaluation/Analysis/Reports				\$2,912.50
138	Project Assistant	3.00	Hour	100.00	\$300.00
126	Project Engineer	10.00	Hour	185.00	\$1,850.00
128	Senior Engineer	2.50	Hour	215.00	\$537.50
125	Project Control Specialist	1.50	Hour	150.00	\$225.00
118	Staff Engineer		Hour	150.00	\$0.00
Phase 2 Total:					\$7,642.50

Proposal Total:	\$19,555.00
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Soil Borings received from
Sam Jochum 4-23-25 @ 11:37 a.m.



**Hakanson
Anderson**

0 1,400 2,800 5,600
Feet



City of Baldwin
Proposed Soil Boring
Locations at Sinkholes

April 28, 2025

Kevin Beidelman
American Engineering Testing, Inc.
550 Cleveland Avenue N
St. Paul, MN 55114

RE: Request for Quotations
City of Baldwin – 2025 Roadway Improvements

Dear Kevin:

The City of Baldwin is accepting quotes for the geotechnical exploration for two separate project areas.

Project Area 1: Sink Hole Improvements

The City of Baldwin is proposing 12 soil borings to be performed at various sink hole locations throughout the city. The approximate location of the sink holes can be found in Exhibit 1.

The primary goals of the soil borings are to determine the cause of the sink holes and determine the subgrade soil type. The borings shall be advanced 10-feet from existing ground, unless organic soils or unsuitable materials are encountered, in which case the boring shall advance through the organic or unsuitable material. The City of Baldwin will mark the locations of the soil borings a minimum of three days prior to your scheduled boring date. Hakanson Anderson will provide you with maps for the report.

Project Area 2: 303rd Avenue Street Improvement

The City of Baldwin is exploring options for improving the street surface on 303rd Avenue between 128th Street and Highway 169. The city is proposing 4 soil borings and 6 bituminous cores to be performed. The locations of the borings and cores can be found in Exhibit 2.

The primary goal of the soil borings are to determine the subgrade soil type, the ground water depth, and an estimated R-value for the subgrade soils. The borings shall be advanced 10-feet from existing ground, unless organic soils or unsuitable materials are encountered, in which case the boring shall advance through the organic or unsuitable material. The primary goal of the bituminous cores is to accurately measure the existing bituminous and aggregate base thicknesses. Hakanson Anderson will mark the locations of the soil borings a minimum of three days prior to your scheduled boring date and will provide you with maps for the report.

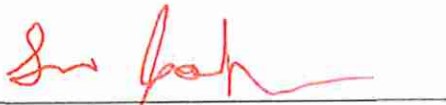
The proposed constructed method is a full depth reclamation and pave. Please provide a pavement section recommendation assuming 3-1/2 inches of bituminous pavement. Please discuss in the report whether or not the in place material is suitable for a full depth reclamation.

For both project Area 1 and 2, your company will be required to secure all necessary permits, conduct utility coordination, provide any necessary traffic control and fill and compact all boring holes and patch bituminous pavement. Please note that there may be overhead power along (parallel with) the roads. Please plan on using appropriate equipment to obtain the soil boring such that all borings can be taken at the sink hole locations. All costs associated with this work shall be incorporated in the Quotation Form unit prices. Final payment will be based on the actual final unit quantities used.

The two project areas shall be summarized in two separate reports. Please indicate your schedule for completing the geotechnical explorations in your proposal.

Please provide quotations on or before Wednesday, May 14, 2025 at 4:00 p.m. Emailed quotation forms will be accepted. I will be out of office from May 9th to May 15th, so please email proposals to **shanen@haa-inc.com**. If you have any questions or comments, please call me at 763-852-0488.

Sincerely,
Hakanson Anderson



Sam Jochum, P.E.
City Engineer

Enclosures

cc. Shane Nelson, Hakanson Anderson
Zac Good, City of Baldwin
Joan Heinen, City of Baldwin

CITY OF BALDWIN
GEOTECHNICAL EXPLORATION QUOTATION FORM
2025 ROADWAY IMPROVEMENTS

Item No.	Description	Quantity		Unit Price		Extension
Project Area 1: Sink Hole Improvements						
1	10 Foot Boring	12	EA		EA	
2	Additional Boring Depth	12	LF		LF	
3	Report Preparation	1	LS		LS	
Project Area 2: 303 rd Avenue Street Improvement						
1	10 Foot Boring	4	EA		EA	
2	Additional Boring Depth	4	LF		LF	
3	Bituminous Core	6	EA		EA	
4	Report Preparation	1	LS		LS	

Total Testing Cost _____

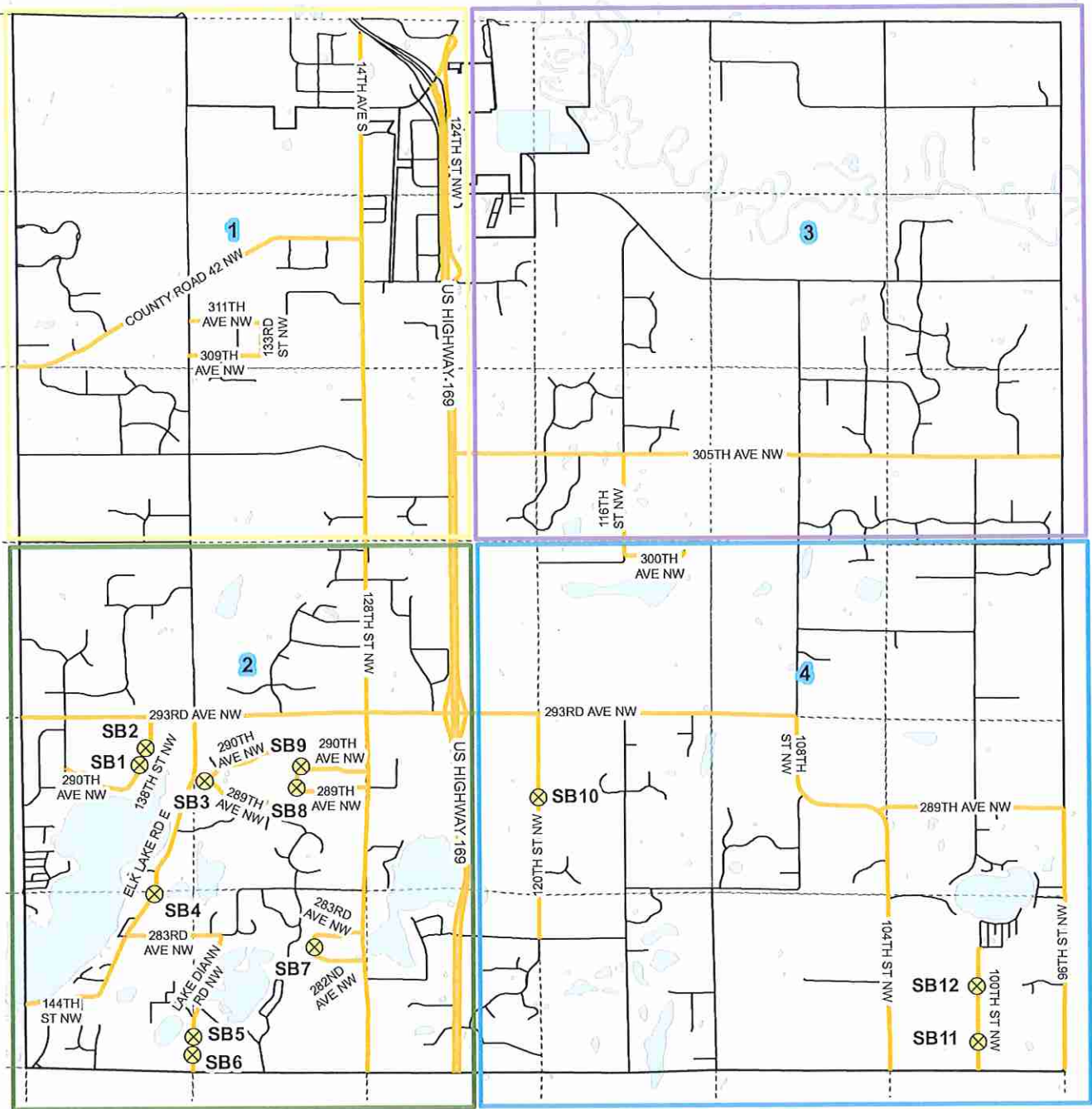
By: _____

Signed: _____

Title: _____

Company: _____

Date: _____



⊗ Boring Location

0 1,700 3,400 6,800
Feet



City of Badwin
Exhibit 1
Proposed Soil Boring
Locations at Sinkholes



City of Baldwin
Exhibit 2
303rd Ave
Soil Boring and Core Locations



May 15, 2025

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

RE: 305th Avenue Culvert and Ditch Grading

Dear Mayor and City Council:

Please find enclosed the Quote received for the 305th Avenue Culvert and Ditch Grading project. A Request for Quotes was sent to three Contractors, and we received a Quote from one Contractor prior to the deadline. One Quote was received after the deadline.

A summary of the Quote is below:

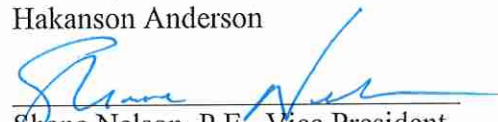
<u>Company</u>	<u>Total Quote</u>
West Branch Construction Co.	\$15,310.00
Perkins Contracting	\$44,555.00 *

* Received after the deadline.

Therefore, we recommend that the City award the project to West Branch Construction Co.

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

Cc: Sam Jochum, City Engineer



3527 Branch Rd
Princeton, MN 55371

PROPOSAL

DATE	Estimate #
5/13/2025	1602

PRESENTED TO:

City of Baldwin
30239 128th St
Baldwin, MN 55371

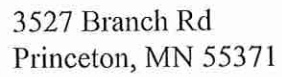
		TERMS		PROJECT		
ITEM #	DESCRIPTION	UNIT	QTY	U/M	UNIT PRI...	TOTAL
	305th Ave NW Culvert and Ditch Grading					
1	Mobilization		1.00	LS	700.00	700.00
2	Remove Metal Culvert		82.00	LF	8.00	656.00
3	Sawing Bituminous Pavement- Full Depth		88.00	LF	4.00	352.00
4	Remove Bituminous Driveway Pavement		68.00	SY	5.00	340.00
5	Minor Grade- Ditch		190.00	LF	2.00	380.00
6	Aggregate Base Class 5		20.00	TN	30.00	600.00
7	Type SP 9.5 Wearing Course Mixture (2,B) 3.0"		68.00	SY	30.00	2,040.00
8	15" CS Pipe Apron		6.00	EA	290.00	1,740.00
9	15" CS Pipe Culvert		74.00	LF	48.00	3,552.00
10	15" CS Pipe Culvert Fitting (20 Degree Bend)		1.00	EA	1,400.00	1,400.00
11	Connect to Existing Culvert		2.00	EA	200.00	400.00
12	Select Topsoil Borrow		40.00	CY	60.00	2,400.00
13	Site Restoration (Seed, Fertilize, Erosion Control Blanket)		1.00	LS	750.00	750.00
	All above work based on the request for quotes and plans dated 4/10/25.					
Thank you for this opportunity. Please call with questions.				TOTAL		

Quote Prepared by Paul Johnson
763-389-2827 Office
763-286-3913 Cell
paul@westbranchconstruction.com

SIGNATURE


Paul Johnson, President

ACCEPTED BY _____



DATE	Estimate #
5/13/2025	1602

City of Baldwin
30239 128th St
Baldwin, MN 55371

Quote Prepared by Paul Johnson
763-389-2827 Office
763-286-3913 Cell
paul@westbranchconstruction.com


Paul Johnson, President

Page 2

ESTIMATE



Prepared For

Hakanson Anderson
305 th ave culvert project

Dave Perkins Contracting,inc

19745 Nowthen Blvd. NW
Nowthen, Minnesota 55303
Phone: (612) 363-6459
Email: Rperkins@perkinscontractinginc.com

Estimate # 10747
Date 05/15/2025
PO # Plans dated 4/10/25
Business / Tax # Perkins contracting. inc

Description	Rate	Quantity	Total
Mobilization	\$2,600.00	1	\$2,600.00
Line 1			
Noted : 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.			
Remove pipe	\$9.00	82	\$738.00
Line 2			
Saw bit full depth	\$3.00	188	\$564.00
Line 3			
Remove bit	\$8.00	68	\$544.00
Line 4			
Minor grade ditch	\$12.00	190	\$2,280.00
Line 5			

agg base	\$28.00	20	\$560.00
Line 6			
type sp 9.5 wear	\$325.00	68	\$22,100.00
Line 7			
15 inch cs pipe apron	\$560.00	6	\$3,360.00
Line 8			
15 inch cs pipe	\$76.00	74	\$5,624.00
Line 9			
15 inch cs pipe bend 20 degree	\$850.00	1	\$850.00
Line 10			
connect to ext culvert	\$755.00	1	\$755.00
Line 11			
select top soil	\$27.00	40	\$1,080.00
Line 12			
site restoration	\$3,500.00	1	\$3,500.00
Line 13			
Subtotal			\$44,555.00
Total			\$44,555.00

All Permit Fee's Add To Bid Amount
Dewater Extra If Required

BY: Rene' Perkins (President)

Dave Perkins Contracting, Inc.

Grade & Backfill With Existing Material. No Soil Correction. No Haul Off. No Erosion Control. Staking By Others. Dewatering Extra If Required. Not Responsible For Private Utilities Locate By Others. Not Responsible For Any Unforeseen Circumstances Would Be Extra. No Sub Grade Stabilization. No Restoration. Permits Fees Paid By Owner. Add 1.5 % If Bond Required. Add Additional 1.65% If 2 Year Warranty Bond Is Required. Frost As Per Hourly Rate. Bid Good For 7 Days. Due To Supply Shortage.

ACCEPTED BY: _____ DATE: _____

PRE-LIEN NOTICE

(a) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

(b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIALS FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.

Hakanson Anderson

**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:

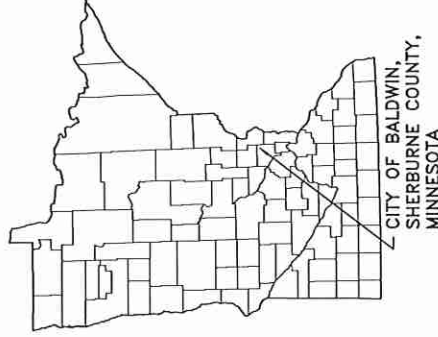
West Branch Construction Co.
3527 Branch Road
Princeton, MN 55371
Contact: Paul
763-389-2827
info@westbranchconstruction.com

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
IN THIS PLAN WAS DETERMINED
BY THE CONSULTANT'S FIELD SURVEY
AND IS NOT TO BE USED FOR ANY OTHER
PROJECT. THIS QUALITY LEVEL WAS DETERMINED
ACCORDING TO THE GUIDELINES OF
C/ASCE 38-2, ENTITLED "STANDARD
PRACTICES FOR FIELD SURVEYING AND
DEFINITION OF EXISTING SUBSURFACE
UTILITY DATA."



**Hakanson
Anderson**
Civil Engineers and Land Surveyors
5061
763-427-3800 FAX 763-427-0220

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 DEPARTMENT OF TRANSPORTATION
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	DETAILS, 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.

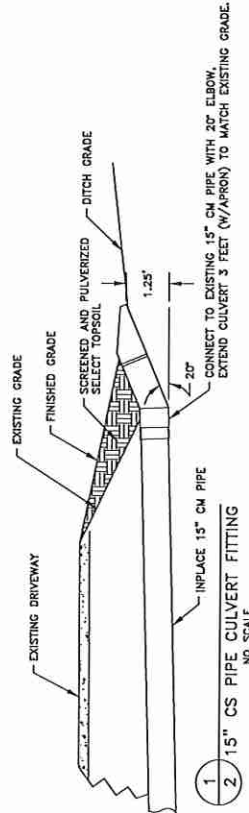
DATE 4/10/25 DATE 4/10/25
LIC. NO. 44985 LIC. NO.
MATTHEW KNOX, P.E.
HAKANSON ANDERSON
DESIGN ENGINEER

DATE REVISION

SCHEDULE OF ESTIMATED QUANTITIES

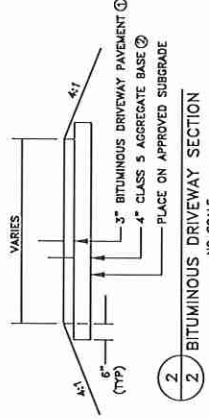
ITEM NO.	SPEC.	REF. NOTE	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT
1	2022		MOBILIZATION	1	LUMP SUM
2	2105		REMOVE METAL CULVERT	82	LN FT
3	2105		SAWING BITUMINOUS PAVEMENT - FULL DEPTH	88	LN FT
4	2105		REMOVE BITUMINOUS DRIVEWAY PAVEMENT	68	SQ YD
5	2107		MINOR GRADE - DITCH	190	LN FT
6	2212		AGGREGATE BASE CLASS 5	20	TON
7	2361		TYPE SP 9.5 WEARING COURSE MIXTURE (2B) 3.0" THICK	68	SQ YD
8	2502		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 TON/IN
WEAR COURSE BITUMINOUS MIXTURE (3" THICK)	115 TON/YD ² -IN
SEED MIXTURE SOUTHERN BLVD	160 TON/ACRE
FERTILIZER TYPE 3 (SLOW RELEASE), 22-5-10	350 TON/ACRE

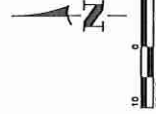


1 15" CS PIPE CULVERT FITTING
2 NO SCALE

- 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 SEEDED WITH BUREN BULB AND SEED. FERTILIZED AND EROSION CONTROL BLANKET (CATEGORY 20) SHALL BE APPLIED TO ALL DISTURBED AREAS. THE CONTRACTOR SHALL SALVAGE AND REPLACE ALL EXISTING TOPSOIL REMOVAL AND DISPOSAL OF EXISTING MATERIALS AND SOIL SHALL BE INCIDENTAL. ALL LABOR, MATERIAL, AND EQUIPMENT REQUIRED TO ESTABLISHING TURF SHALL BE INCLUDED IN THE BIDDING PRICE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE 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 MN/DOT SPEC. 2104.
 - THE BITUMINOUS MIXTURES SHALL MEET THE REQUIREMENTS OF SPECIFICATIONS 2104.
 - 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 INCIDENTAL.
 - 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 66 FT RIGHT OF WAY AS SHOWN ON THE PLAN.



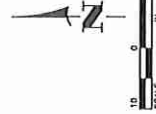
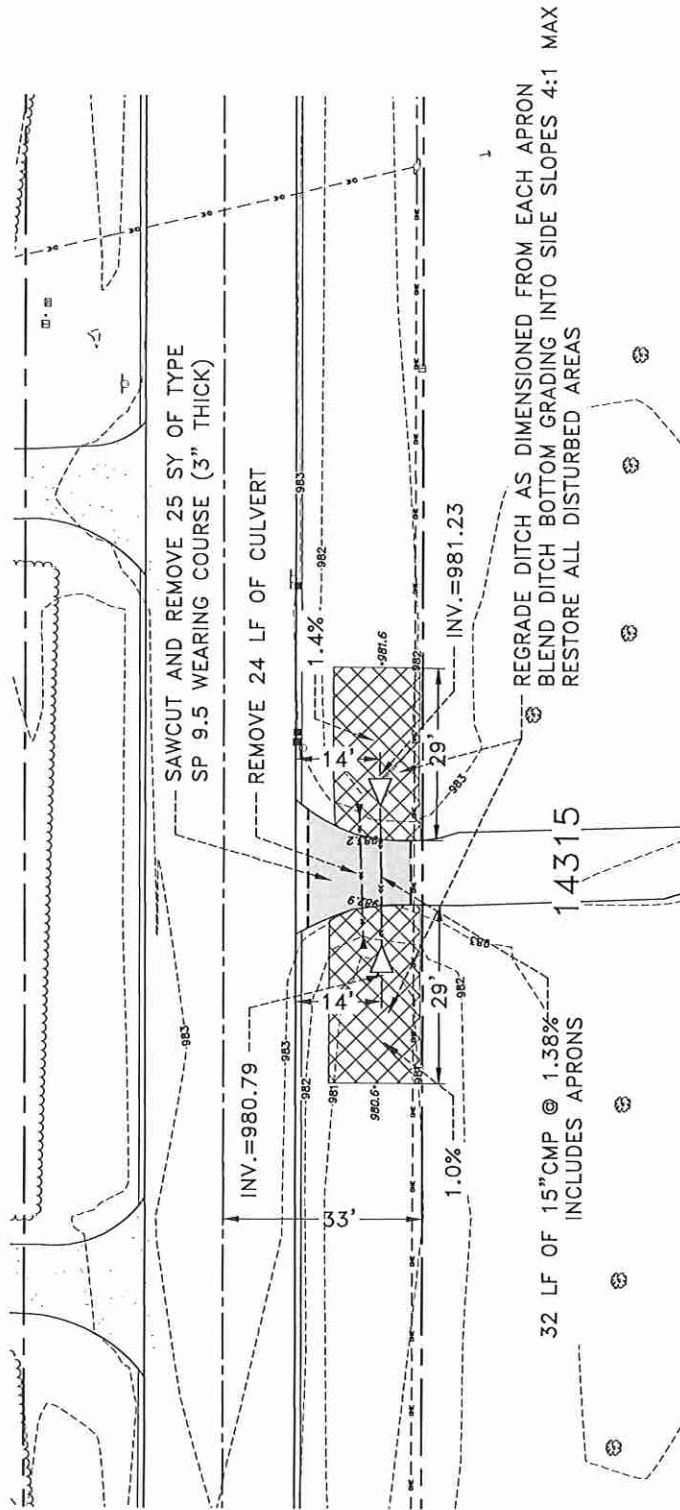
- REFERENCE NOTES:
- BITUMINOUS DRIVEWAY PAVEMENT SHALL BE PAID PER ITEM 2360-TYPE SP 9.5 WEARING COURSE MIXTURE (2B) 3.0" THICK.
 - AGGREGATE BASE CLASS 5 SHALL BE ADDED TO IMPROVE EXISTING DRIVEWAY BASE MATERIALS WHERE NEEDED.



DATE		REVISION		1. VERIFY EXISTING UTILITIES AND RECORD. RECONSTRUCTION OF EXISTING UTILITIES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ALL UTILITIES.		2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ALL UTILITIES.		3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ALL UTILITIES.		4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ALL UTILITIES.		5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF ALL UTILITIES.	
HAKONSON ANDERSON CIVIL ENGINEERING 3801 THURSTON AVE., ANOKA, MINNESOTA 55303 763-427-5860 FAX 763-427-0520 www.hakonsen-anderson.com		305TH DITCH & CULVERT WORK		DETAILS, NOTES, ESTIMATE OF QUANTITIES		305TH AVE NW BALDWIN, MN		SHEET 2 OF 5		SHEETS 5		BR401-2023	

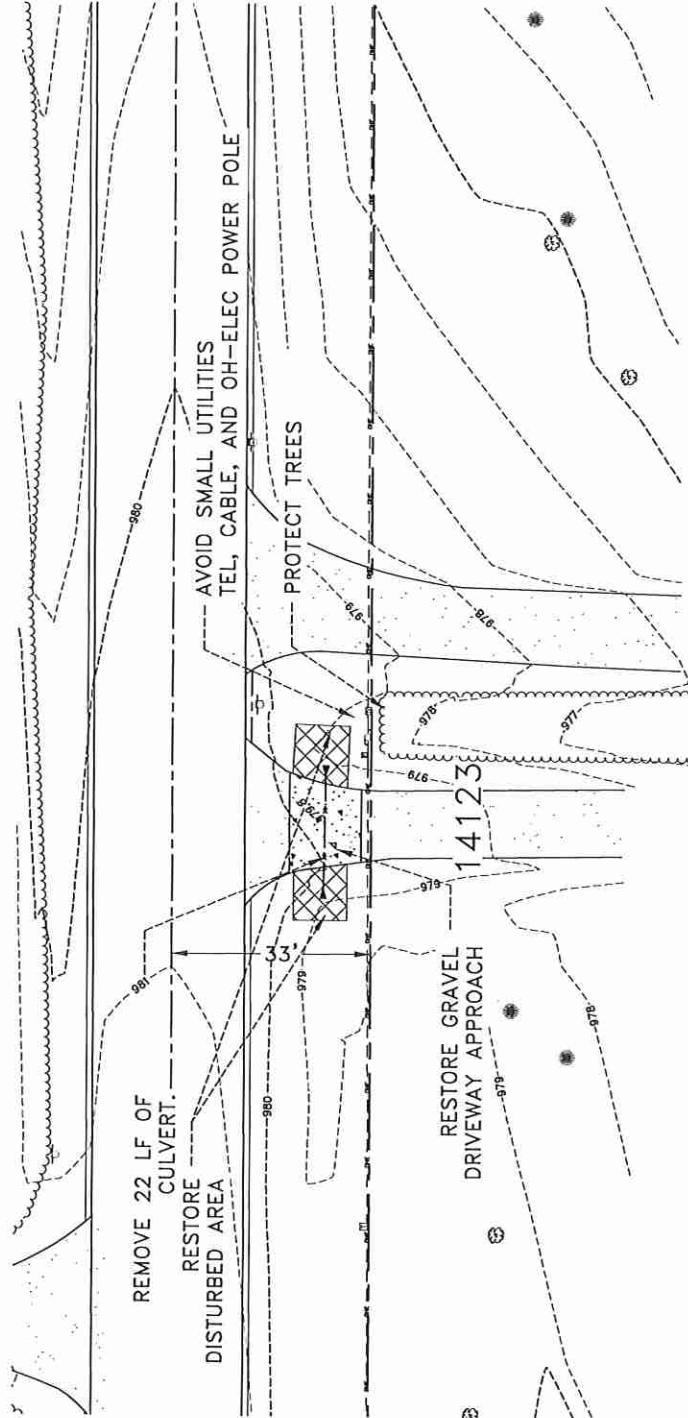
RESTORATION AREA

BITUMINOUS DRIVEWAY
PAVEMENT PATCH



DATE	REVISION	I hereby certify that this plan, specification, or report was prepared by me or under my supervision and that I am a duly Licensed Professional Engineer in the State of Minnesota.  Date: 4/19/24 Doc. No. 44985	 Hakanson Anderson Civil Engineers and Land Surveyors 3601 Thurston Ave., Anoka, Minnesota 55303 763-427-5860 FAX 763-427-0320 www.hakanson-anderson.com	305TH DITCH & CULVERT WORK	GRADING & CULVERT WORK	305TH AVE NW BALDWIN, MN	SHEET 4 OF 5 PROJECT

RESTORATION AREA



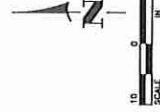
REMOVE 22 LF OF
CULVERT.
RESTORE
DISTURBED AREA

AVOID SMALL UTILITIES
TEL, CABLE, AND OH-ELEC POWER POLE

PROTECT TREES

RESTORE GRAVEL
DRIVEWAY APPROACH

14123



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 Kind

DATE 4/10/25 P.E. MATTHEW KIND Lic. No. 443885

Date 4/10/25 MATTHEW KIND P.E.
Lic. No. 44985

Date 4/10/25 MATTHEW KIND P.E.
Lic. No. 44985

Date 4/10/25 MATTHEW KIND P.E.
Lic. No. 44985

INDEXED BY	MPK
REPORT BY	MPK
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REPORT BY	MPK
ORDER BY	SN



Hakanson Anderson
Civil Engineers and Land Surveyors
3801 Thurston Ave., Anoka, Minnesota 55303
763-427-5860 FAX 763-427-0520
www.hakanson-anderson.com

305TH DITCH & CULVERT WORK

GRADING & CULVERT WORK

305TH AVE NW
BALDWIN, MN

5 or 5

BD401-2025



**Hakanson
Anderson**

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

**45
YEARS**

May 15, 2025

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

RE: 285th Avenue Curb and Gutter

Dear Mayor and City Council:

Please find enclosed the Quotes received for the 285th Avenue Curb and Gutter Project. A Request for Quotes was sent to five Contractors, and we received responses from three Contractors. Two out of three Quotes received were for the entire project, and the third was just for performing the concrete work.

A summary of the two complete Quotes is below:

<u>Company</u>	<u>Total Quote</u>
Tenold Concrete LLC	\$28,174.50
North Country Concrete Inc.	\$72,664.96

We also received a Quote from Schmidt Curb, however, their quote only included two of the work items and was not complete.

Therefore, we recommend that the City award the project to Tenold Concrete LLC.

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

Cc: Sam Jochum, City Engineer

TENOLD CONCRETE LLC

29554 114TH STREET NW
PRINCETON, MN 55371
(612) 308-0106
info@tenoldconcrete.com
www.tenoldconcrete.com



Estimate

ADDRESS

City of Baldwin Nelson
Hakanson Anderson
30239 128th Street
Baldwin, MN 55371

ESTIMATE

1034

DATE

04/30/2025

DESCRIPTION	QTY	RATE	AMOUNT
Mobilization	1	3,100.00	3,100.00
Sawcut concrete pavement	13	12.50	162.50
Removal and disposal of bituminous surfacing per note #2 on page 2	58	35.00	2,030.00
Removal and disposal of concrete driveway pavement	13	12.00	156.00
Subgrade prep per ref. notes on page 2	1	4,800.00	4,800.00
Class 5 aggregate	27	48.00	1,296.00
Riprap class 2 fieldstone	5	65.00	325.00
Install surmountable concrete curb and gutter to plans on page 2 and MNDOT specs.	216	32.00	6,912.00
Install #4500 exterior concrete to driveway pavements 6" thick with fibermesh	233	16.00	3,728.00
Select topsoil	20	55.00	1,100.00
Turf establishment to note #4 specs on page 2	1	3,800.00	3,800.00

Place salvaged landscaping	5	48.00	240.00
Restore gravel driveway approaches to match edge of street	1	525.00	525.00

Checks can be made payable to Tenold Concrete and mailed to the address above.

TOTAL

\$28,174.50

Accepted By

Accepted Date



**NORTH
COUNTRY
CONCRETE
INC.**

23035 Ulysses Street NE
East Bethel, MN 55005

Phone: 763-576-8602

Fax: 763-576-8636

plans@northcountryconcrete.com

www.northcountryconcrete.com

PROPOSAL

DATE	PROPOSAL #
5/12/2025	51968
LET DATE	SCHEDULE
5/12/2025	2025
ESTIMATOR	
AARON VIRKUS	
JOB TYPE	
PBS	

Project Name and Address:

CITY OF BALDWIN 285TH AVENUE NW
285TH AVE NW & 143RD ST NW
BALDWIN, MN

#	Item	Description	QTY	Unit	Unit Cost	Total
		BID PER ESTIMATED QUANTITIES FOR WORK IN 2025 USING MNDOT 3F CONCRETE MIX DESIGN. ADDENDUM NOTED - NONE. BID IS FOR THE FOLLOWING ITEMS:				
1	MISC	MOBILIZATION	1	LS	\$ 6,957.00	\$ 6,957.00
2	MISC	SAWCUT CONCRETE PAVEMENT (FULL DEPTH)	13	LF	\$ 50.00	\$ 650.00
3	MISC	REMOVE BITUMINOUS SURFACING (SEAL-COAT)	58	SY	\$ 92.20	\$ 5,347.60
4	MISC	REMOVE CONCRETE DRIVEWAY PAVEMENT	13	SF	\$ 176.92	\$ 2,299.96
5	MISC	SUBGRADE PREPARATION	3	RD STA	\$ 6,603.00	\$ 19,809.00
6	MISC	CLASS 5 AGGREGATE	27	TON	\$ 208.70	\$ 5,634.90
7	MISC	RIP RAP CLASS II TYPE FIELD STONE	5	CY	\$ 667.00	\$ 3,335.00
8	C&G	CONCRETE CURB AND GUTTER SURMOUNTABLE	216	LF	\$ 47.00	\$ 10,152.00
9	PVMT	CONCRETE DRIVEWAY PAVEMENT	233	SF	\$ 15.50	\$ 3,611.50
10	PVMT	SELECT TOPSOIL BORROW	20	CY	\$ 285.00	\$ 5,700.00
11	PVMT	TURF ESTABLISHMENT	1	LS	\$ 5,888.00	\$ 5,888.00
12	PVMT	PLACE SALVAGED LANDSCAPING	5	CY	\$ 656.00	\$ 3,280.00
	MOB	PRICE INCLUDES MOBILIZATION(S) TO COMPLETE THE WORK.				
	EXCLUSIONS	PERMITS, TESTING/TESTING EQUIPMENT, DRILLING/DOWELING, JOINT SEALING/CAULKING, SIGN POSTS/FOOTINGS, COLORED/STAMPED CONCRETE, NIGHT/WEEKEND WORK				
	CONCRETE	**CONCRETE AND CONCRETE PLACEMENT ONLY				
	GRADE	GRADE +/- .1 FT				
	CB ADJUST	FINAL ADJUST ONLY. RINGS AND CASTINGS TO BE SUPPLIED BY GENERAL C.B. ADJUSTMNET INCLUDED UP TO THREE RINGS. (ADDITIONAL RINGS INSTALLED AT \$40.00 EACH)				
	SCHEDULE	NCCI REQUIRES A MINIMUM OF THREE BUSINESS DAYS PRIOR TO COMMENCEMENT OF WORK IN ORDER TO SCHEDULE GOPHER STATE ONE CALL FOR LOCATES				
	PROJ NOTE	**PROJECT NOTE: PROPOSAL DOES NOT INCLUDE WINTER PROTECTION COSTS. NCCI CANNOT WARRANT CONCRETE PLACED AFTER NOVEMBER 1ST DUE TO HIGH CHANCE OF POLY/BLANKET MARKS, SURFACE FREEZING, DISCOLORATION AND DAMAGE CAUSED BY DE-ICING CHEMICALS.**				



**NORTH
COUNTRY
CONCRETE
INC.**

23035 Ulysses Street NE
East Bethel, MN 55005

Phone: 763-576-8602

Fax: 763-576-8636

plans@northcountryconcrete.com

www.northcountryconcrete.com

PROPOSAL

DATE	PROPOSAL #
5/12/2025	51968
LET DATE	SCHEDULE
5/12/2025	2025
ESTIMATOR	
AARON VIRKUS	
JOB TYPE	
PBS	

Project Name and Address:

CITY OF BALDWIN 285TH AVENUE NW
285TH AVE NW & 143RD ST NW
BALDWIN, MN

#	Item	Description	QTY	Unit	Unit Cost	Total
					TOTAL	\$ 72,664.96

* Bond Available upon request with a 1.0% charge over proposal.

* Proposal honored for 30 days

* Any alteration or deviations from above quantity quotations will be executed only upon written orders and will become an extra charge on the above proposal.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are hereby accepted. We agree to give North Country Concrete, Inc. at least (7) days notice prior to commencing work.

Pursuant to this proposal the buyer is agreeing to be liable for payment for the work performed and all cost of collection, including all attorneys' fees, plus interest. Interest will accrue on the invoices starting 60 days of the invoice date, and will be accrued at the rate of 1.5% per month (18% APR).

* NO TESTING

* NO CONCRETE PUMPING

* NO WINTER CONDITIONS

* NO SURVEYOR'S LAYOUT

* NO SAND OR AGGREGATE BASE

* NO JOINT SEALING OR SAWING

* NO PERMITS INCLUDED IN PROPOSAL

* UNLESS OTHERWISE NOTED IN PROPOSAL

SIGN AND RETURN IF PROPOSAL IS ACCEPTED

SIGNATURE

SCHMIDT CURB COMPANY, INC.

13195 95TH Street N.E. • Elk River, Mn. 55330
Phone 763-441-8500 • Fax 763-241-9451

QUOTATION

BID DATE 5-13-2025

TIME 4:00 pm

PROJECT NAME 285th Ave Curb & Gutter

OWNER City of Baldwin

PROJECT LOCATION Baldwin MN

ENGINEER Hakanson Anderson

PHONE 763-427-5860

[illegible]

REMARKS - EXCLUDES:

Removals, Excavation, Backfilling, Staking, Testing, Sawcutting, Granular Materials, Winter Services, Asphalt Repairs, and Traffic Control. Grade to be $\pm .1$

INCLUDES:

Tax, Bond, Catch Basin Adjustment (2 Rings) to be furnished by others.

**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

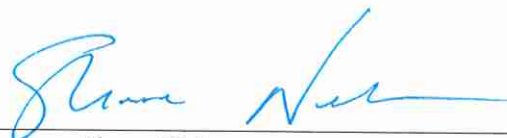
1. The Contractor shall furnish all labor, tools, materials, equipment and supervision necessary for the performance of all operations.
2. The contractor shall provide proof of insurance.
3. The 2020 edition of the MnDOT Standard Specifications for Construction shall apply.
4. The contractor shall provide 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

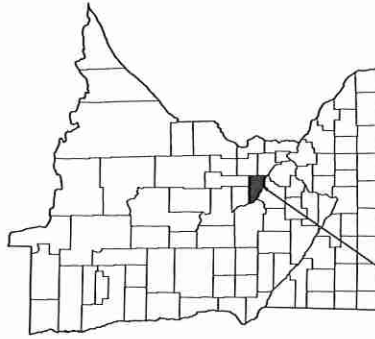
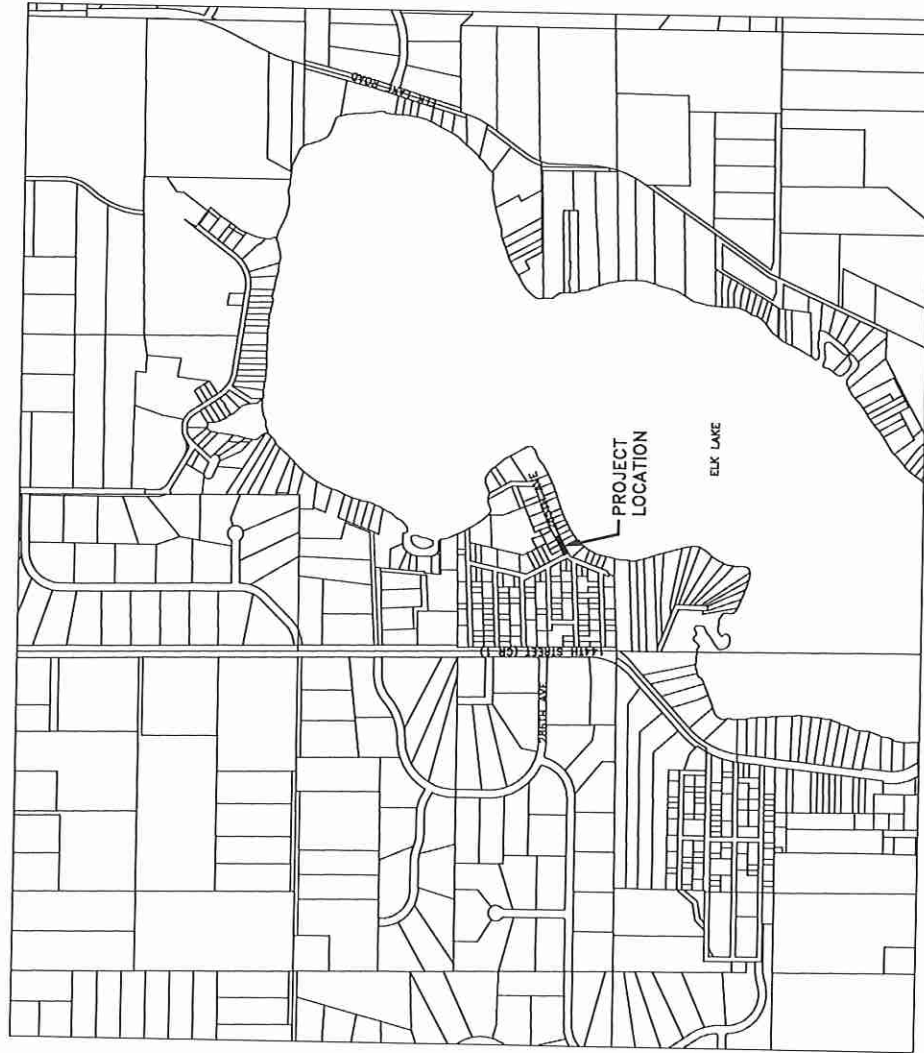
French Lake Curb Company
14898 State Highway 55 NW
South Haven, MN
320-236-8300

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 UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CHAPTER 13.01, MINNESOTA STANDARD SPECIFICATIONS FOR HIGHWAYS AND BRIDGES, EDITION 2010, AND THE GUIDELINES FOR THE DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

Hakanson
Anderson
Civil Engineers and Land Surveyors
763-427-3800 FAX 763-427-5235
55055

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 AND SIGNING, AND 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.

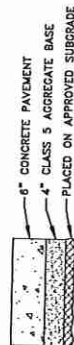
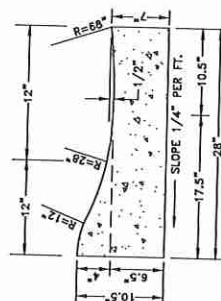
Stacy A. Hake
STACY A. HAKE, P.E.
HAKANSON ANDERSON
DESIGN ENGINEER
DATE 4/23/2025
LIC. NO. 45381

DATE	REVISION

SCHEDULE OF ESTIMATED QUANTITIES					
ITEM NO.	REF. NO.	SPEC.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT
1		2021	MOBILIZATION	1	LUMP SUM
2		2104	SAWCUT CONCRETE PAVEMENT (FULL DEPTH)	13	LN FT
3		2104	REMOVE BITUMINOUS SURFACING (SEAL-COAT)	56	SQ YD
4		2104	REMOVE CONCRETE DRIVEWAY PAVEMENT	13	SQ FT
5	1	2112	SUBGRADE PREPARATION	3	RD STA
6		2211	CLASS 5 AGGREGATE	27	TON
7		2311	RIPRAP CLASS 1 TYPE FIELD STONE	5	CU YD
8		2531	CONCRETE CURB AND GUTTER (SURMOUNTABLE)	218	LN FT
9		2531	CONCRETE DRIVEWAY PAVEMENT	233	SQ FT
10		2574	SELECT TOPSOIL BORROW	20	CU YD
11		2575	TURF ESTABLISHMENT	1	LUMP SUM
12		2575	PLACE SALVAGED LANDSCAPING	5	CU YD

- NOTES
1. ANY MATERIALS REMOVED FROM THE SITE SHALL BECOME THE PROPERTY OF THE CONTRACTOR.
 2. EXISTING CHIP SEAL SHALL BE COMPLETELY REMOVED. THIS WORK IS PAID AS 2104 REMOVE BITUMINOUS SURFACING.
 3. GRAVEL DRIVEWAY APPROACHES SHALL BE RESTORED AND RE-SEED TO MATCH EDGE OF STREET.
 4. DISTURBED AREAS SHALL BE RE-SEED TO MATCH EXISTING AT 160 LBS/ACRE AND . AND STABILIZED WITH ROLL-ON EROSION PREVENTION CATEGORY 20 OR HYDRAULIC STABILIZATION TYPE BONDED FIBER MATRIX (BPM) AT THE TARGETED DRY WEIGHT OF 3,500 LBS/ACRE.

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



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 under the laws of the State of Minnesota.		3601 763-427-5860 HAKANSON ANDERSON Civil Engineers and Land Surveyors 3601 763-427-5860 www.hakanson-anderson.com		285TH AVE CURB & GUTTER 285TH AVENUE NW CITY OF BALDWIN, MN		SHEET 2 OF 3 SHEETS	
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 under the laws of the State of Minnesota.		3601 763-427-5860 HAKANSON ANDERSON Civil Engineers and Land Surveyors 3601 763-427-5860 www.hakanson-anderson.com		285TH AVE CURB & GUTTER 285TH AVENUE NW CITY OF BALDWIN, MN		SHEET 2 OF 3 SHEETS	

287TH AVE

SOUTHERN PINES

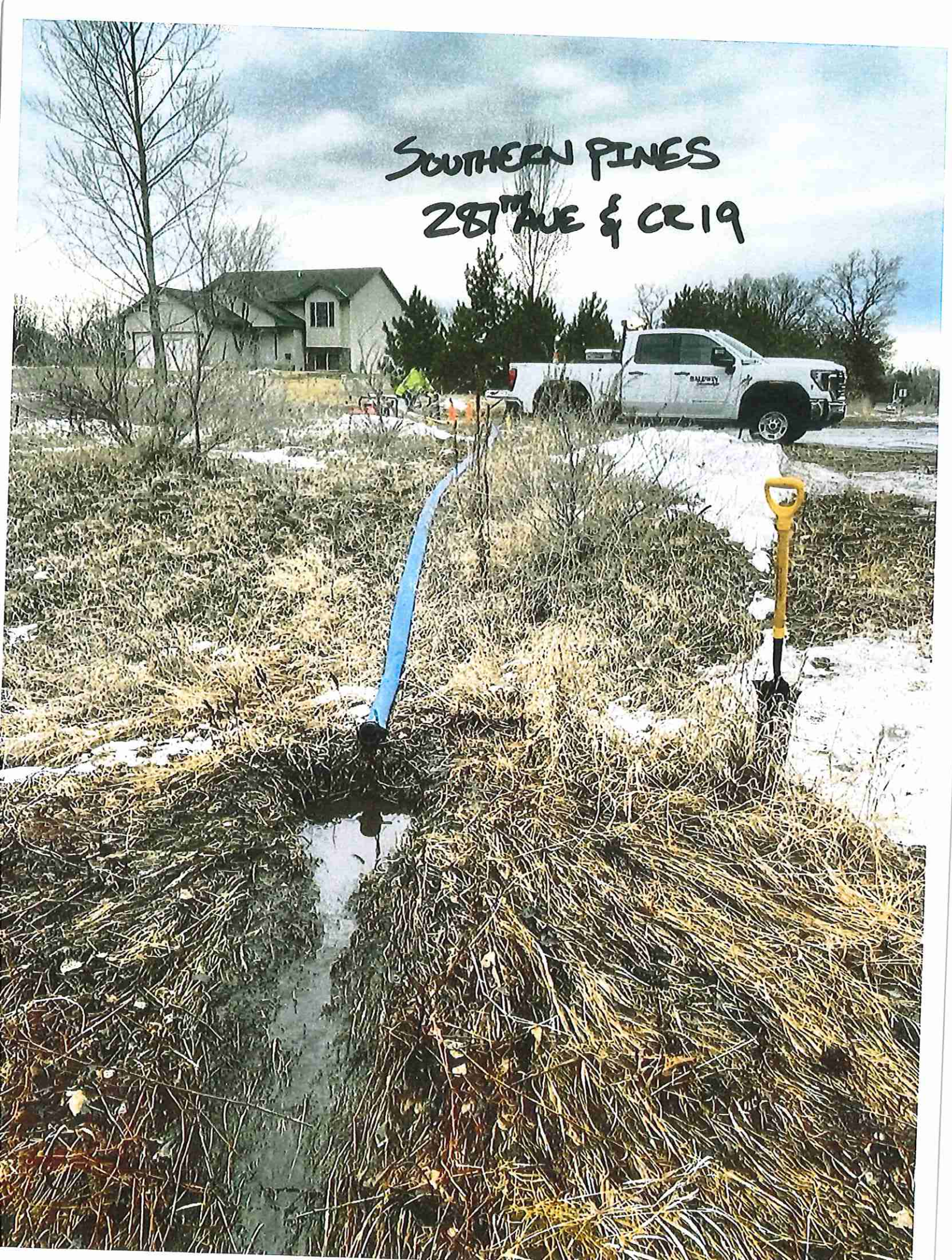


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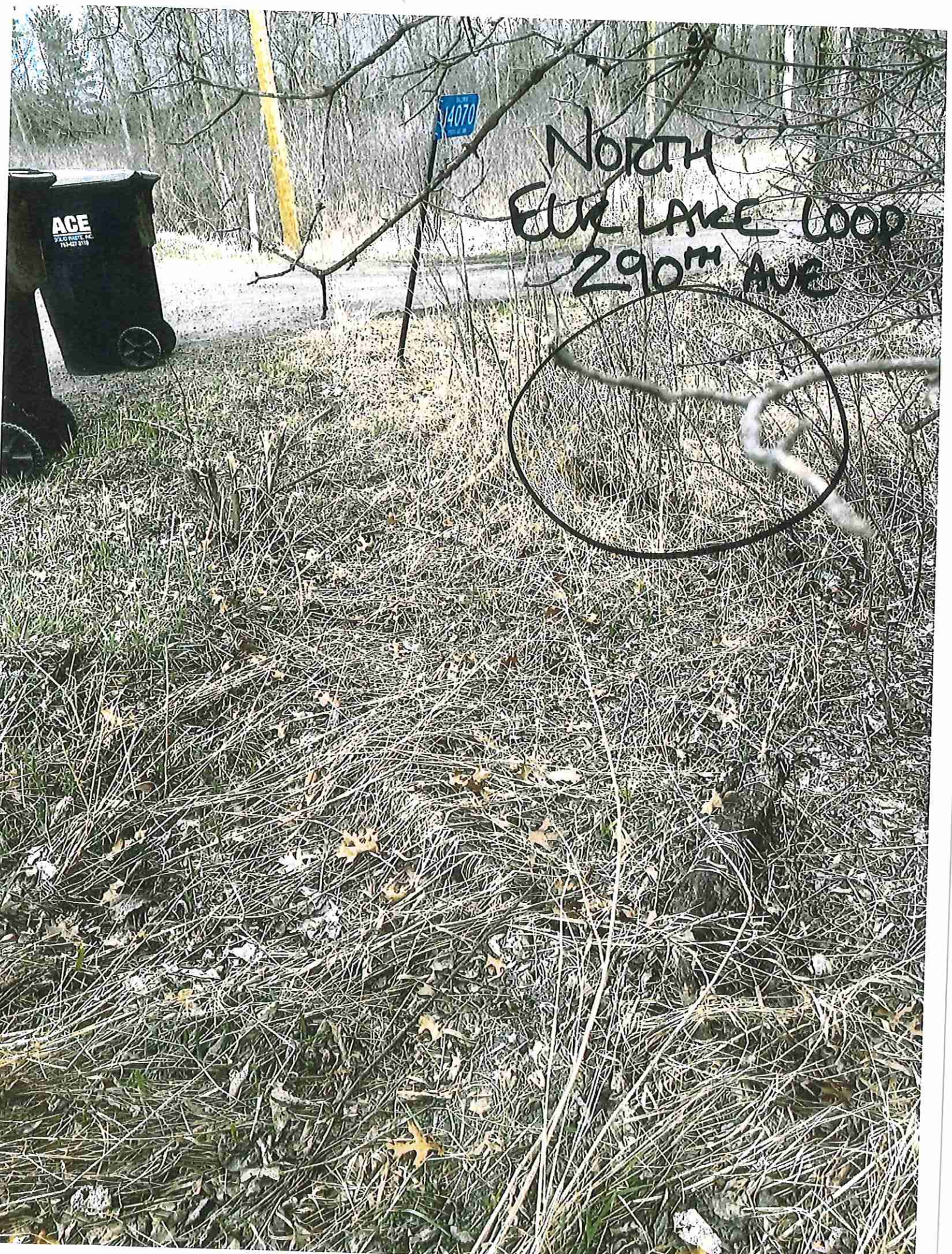
Owner Address 10526 287TH AVE
PO BOX 276
ZIMMERMAN MN 553

SOUTHERN PINES
287TH AVE & CR 19



SOUTHERN PINES
287TH AVE & CR 19





NORTH
ELK LAKE LOOP
290TH AVE



BALDWIN

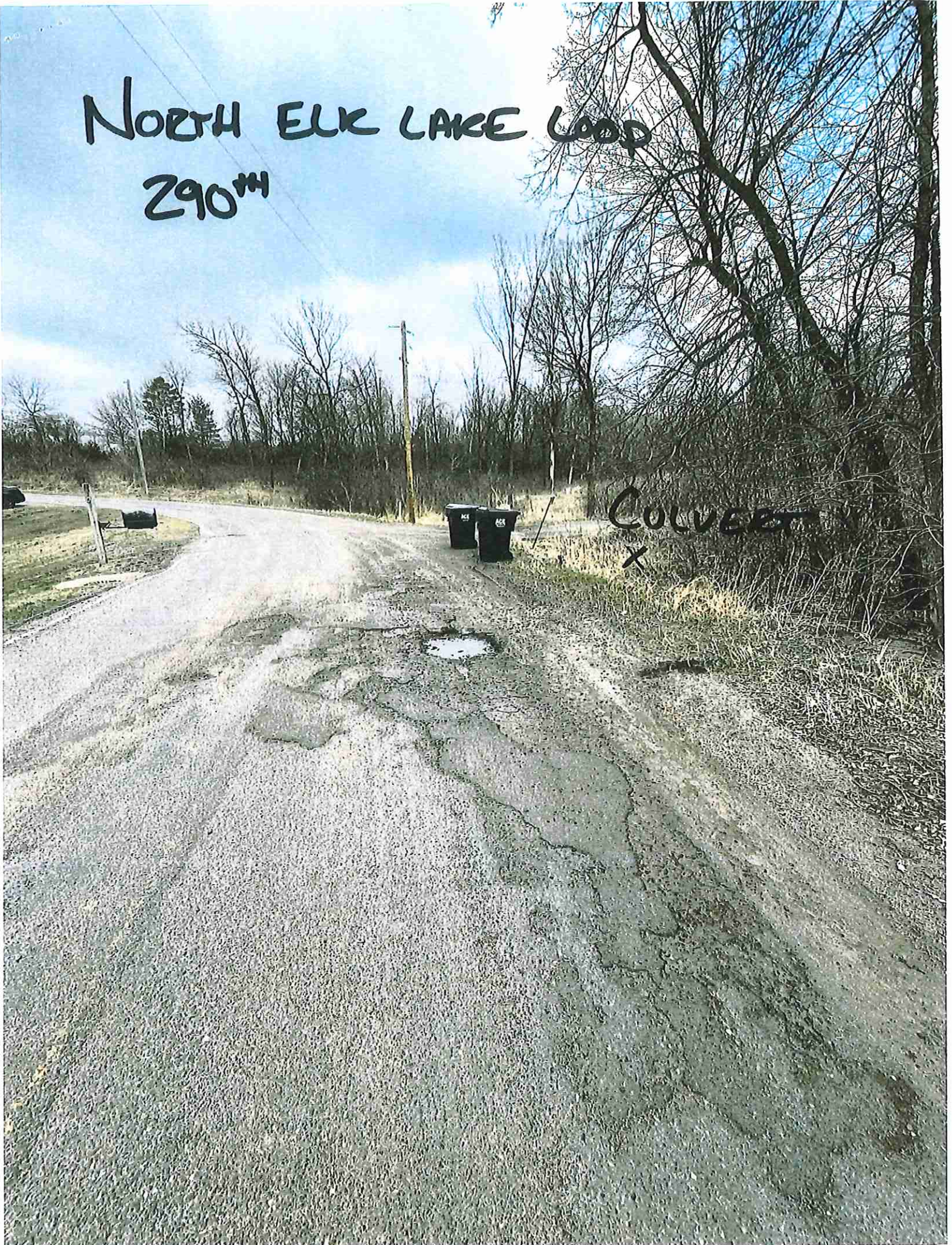
14070

290TH AVE NW

NORTH ECK LAKE LOOP
290TH AVE

NORTH ELK LAKE LOOP
290TH

COLLECT
X



100th Street and 297th Avenue Neighborhood Meeting Summary

297th Avenue:

- Property: 29633 108th Street
 - Owner Comment: Would like to keep wood from trees that are cut down. Would also like the tree overhanging the road to be cut down.
 - HAI Comment: We can communicate the residents request to the successful contractor but cannot guarantee that the Contractor will be able to meet their request. (Contractors may prefer to remove trees in longer 10 ft or longer sections, which may difficult for the homeowners to handle). The tree that is overhanging the road is the tree being called out on the plans.
- Property: 10406 297th Avenue
 - Owner Comment: Would like to have organic fill material that is cut out.
 - HAI Comment: We can communicate the residents request to the successful Contractor to see if they would be okay with giving the resident some of the organic fill material.
- Property: 10142 297th Avenue
 - Owner Comment: Would like to have organic fill material that is cut out.
 - HAI Comment: We can communicate the residents request to the successful Contractor to see if they would be okay with giving the resident some of the organic fill material.

100th Street:

- Property: 28941 100th Street
 - Owner Comment: Can tree branches be saved? The tree trunks are outside of the proposed road easement but the branches will overhang into it.
 - HAI Comment: Ditch grading will be going out all the way to the new roadway easement. Tree branches appear to be out of the way of the clear zone but will be a problem for the ditch grading. The tree branches will probably need to be cut to construct the ditch. Trees should be able to stay if trunks are outside of the roadway easement.
- Property: 29390 100th Street
 - Owner Comment: Can fence be saved?
 - HAI Comment: There is roughly 40 feet of fence line that would have to be removed due to construction. The 40 feet is at the north end of the property where grading at a wetland is occurring. The rest of the fence along the property is outside of the clear zone and grading extents.
- Property: 29627 100th Street
 - Owner Comment: Do trees have to be removed?
 - HAI Comment: Owner is only concerned about the tree branch clearing from Sta 41+00 to 46+50. Only branches would need to be cut to have enough room to grade the ditch, it appears the tree itself can stay.

Neighborhood Meeting Summary
Page 2

- Property: 29818 100th Street
 - Owner: Owner wants fence and two trees being removed to be replaced.
 - HAI Comment: Both the trees are within the grading limits so they need to be removed. The fence is a wooden fence that is completely within the new roadway easement. The fence is also in the way of the new ditch grading.
- Property: 30034 100th Street
 - Comment: Owner is concerned about losing pasture fence.
 - HAI Comment: Based off BPA survey, the fence appears to be outside of the new roadway easement and therefore will not have to be removed.
- Property: 30132 100th Street
 - Owner: Would like to keep the secondary field access driveway.
 - HAI Comment: A bituminous “bump-out” can be added to the field driveway easily.
- Property: 30313 100th Street
 - Owner: Owner is concerned about losing all their trees.
 - HAI: The clear and grub hatched areas are within the ditch grading so will need to go. The individual trees called out to be removed are outside the grading extents but are within the new roadway easement. This is a new lot, and the BPA survey may not accurately depict the trees. HAI to schedule additional survey.
- Property: 9920 289th Avenue
 - Resident commented about the proximity of a natural gas structure surrounded by bollards at the south end of 100th Street.
 - HAI Comment: The closest bollards are 9 feet from the existing pavement edge and will be 7 feet to the new pavement edge. This structure will be in the clear zone therefore we will be asking utility company to relocate.

General Comments:

- Turn Lanes: We asked the public about their thoughts on keeping the turn lanes located on 100th Street. Most seemed positive about the idea of keeping them so we will plan on reconstructing them with the project.
- Sight Issue at 100th Street and 294th Avenue: A few residents brought up sight issues at the intersection of 100th Street and 294th Avenue. HAI will further investigate the sight distance at this location and report to the city council.
- Fences: Several residents brought up concerns about losing fences due to the new easement. A summary of the fences affected by the new easement and/or ditch grading can be found below:
 - Property: 29104 100th Street: 44 feet of fence needs to be removed for culvert installation.
 - Property: 29390 100th Street: Fence from sta 30+00 to 39+50 (950 feet) is within the new roadway easement but is outside of the ditch grading. Fence from 39+50 to 39+84 (34 feet) needs to be removed due to grading.
 - Property: 29640 100th Street: Fence from 43+50 to 48+64 (514 feet) is within the new road easement but is outside of the ditch grading. Same thing for fence from sta 49+76 to 50+15 (39 feet).

Neighborhood Meeting Summary

Page 3

- Property: 29818 100th Street: Fence from sta 59+44 to 60+99 (155 feet) is in road easement but is outside of grading. Fence from 61+25 to 61+75 (50 feet) is in new easement but is outside of grading. Fence from 61+75 to 62+85 (110 feet) is in the new roadway easement and is within the proposed grading.
- Property: 29840 100th Street: Fence from sta 66+05 to 66+58 (53 feet) is in easement but outside of grading. Fence from sta 68+14 to 69+12 (98 feet) is in easement but outside of grading.
- Property: 30341 100th Street: Fence from sta 104+60 to 104+92 (32 feet) needs to be removed for grading.
- Property: 10626 297th Avenue: Fence from sta 9+64 to 10+34 (70 feet) is in the easement but is outside of the grading.
- Property: 10540 297th Avenue: Fence from sta 16+22 to 17+26 (104 feet) is within the new easement and is within the ditch grading. Fence from Sta 17+26 to 17+73 (47 feet) is in the new easement but is outside of the grading. Fence from sta 17+97 to 20+16 (219 feet) is in the new easement but is outside of the grading. This is a special case in which the fence is in a wetland.
- Property: 10490 297th Avenue: Fence from sta 20+16 to 21+39 (123 feet) is within the new easement but is outside of grading. Again, this fence is running through a wetland.

HAI would like to propose that fences that are within the new easement but outside of the grading extents are allowed to remain in place. Per conversation with Bob Ruppe and Mike Couri, the best practice may be to record encroachment agreements to memorialize this situation.

- Trees: Like fences, several residents are worried about losing their trees. The current plans call for removal of all trees within 40 feet of centerline, or as needed (if wider due to slopes or culvert replacement).
- Small Utilities: A resident asked if improvements will be made to small utilities (example being overhead power). We plan to ask utility companies to relocate (possibly underground) but at a minimum outside of the clear zone.

CITY OF BALDWIN

05/15/25 11:32 AM

Page 1

602 Transactions

2025

April

Last Dim Descr	Search Name	Dr/Cr Amt	Comments
R Revenue			
Interest Earnings	Bremer Bank	-\$72.35	April 2025 Bank Interest
Late Payments Se		-\$25.00	UB Receipt Serv Pen 1 Frontier Trails
Sewer Charges	Credit Card Payments	-\$276.00	██████████ Frontier Trails
Sewer Charges		-\$3,803.20	UB Receipt Serv 1 Frontier Trails
Sewer Charges		\$136.00	██████████ Credit Card Payment
Sewer Charges		-\$862.00	UB UR Receipt Group 01 FRONTIER TRAILS
Sewer Charges	Credit Card Payments	-\$136.00	██████████ Frontier Trails
R Revenue		-\$5,038.55	
E Expenditure			
Dues and Subscrip	MPCA	\$495.00	2025 Water Permit Annaul Fees
Electric Utilities	Connexus Energy	\$398.36	Electric Utilities
Engineering Fees	Bogart Pederson Associates Inc	\$852.50	Frontier Trails SSD Septic Treatment Review
FICA Contributions		\$18.51	Labor Distribution
FICA Contributions		\$24.77	Labor Distribution
FICA Contributions		\$7.38	Labor Distribution
Medicare Contribut		\$4.33	Labor Distribution
Medicare Contribut		\$5.80	Labor Distribution
Medicare Contribut		\$1.73	Labor Distribution
Operating Supplies	Princeton Gas	\$15.92	Ice Frontier Trails SSD
Pera Contributions		\$22.40	Labor Distribution
Pera Contributions		\$29.95	Labor Distribution
Pera Contributions		\$8.92	Labor Distribution
Planning and Zoni	Wastewater Services Inc.	-\$650.00	Frontier Trails SSD
Planning and Zoni	Utility Consultants Inc	-\$206.98	Frontier Trails SSD
Planning and Zoni	Wastewater Services Inc.	\$650.00	Frontier Trails SSD
Planning and Zoni	Wastewater Services Inc.	\$650.00	Frontier Trails SSD
Planning and Zoni	Utility Consultants Inc	\$206.98	Frontier Trails SSD
Planning and Zoni	Utility Consultants Inc	\$206.98	Frontier Trails SSD
Postage	Elan Financial Services	\$44.80	Stamps for Mailing Billing
Postage	Petty Cash	\$13.60	Frontier Trails SSD Postage
Postage	Petty Cash	\$1.83	Frontier Trails SSD Postage
Salaries and Wage		\$298.64	Labor Distribution
Salaries and Wage		\$399.44	Labor Distribution
Salaries and Wage		\$119.05	Labor Distribution
E Expenditure		\$3,619.91	
		-\$1,418.64	

Joan Heinen

From: mike gwynn <mggwynn@gmail.com>
Sent: Wednesday, May 14, 2025 9:52 AM
To: Joan Heinen
Subject: Frontier,, Trails

Joan:

Here's an update on Frontier, Trails. The system is basically running well. We have several issues that need to be dealt with this month and others that can wait until you get a new service provider. The first pressing issue is replacing a recirculating pump. This pump has been in there since 2014 and is failing. That's a good lifetime for this type of pump. So that should be replaced this month. Also, we have one float that needs to be replaced. We have two on hand so it's just getting an electrician here to swap that out.

The other items from Steinbrecher are not pressing issues. They can certainly wait for this summer. Given you are looking for a new service provider, you should wait on these items until you have that new company in place. The drainfield cleaning has not been done in the three years I have been here. I don't know if it's ever been done in the past. Steinbrecher is the expert on this procedure. The level three cleaning of the advantex unit is another issue that Steinbrecher is the expert on. He has a lot more experience with these than I do. I would follow his recommendation .

Having said all that, we are meeting our current limits in our permit.

Please keep this in mind! When Frontier, Trails was designed by the engineer, they put in two systems instead of one. Very unusual. This can give you twice as many issues. Just saying.

Please let me know if you have any questions or comments

Mike @waste water services Inc.

Joan Heinen

From: mike gwynn <mggwynn@gmail.com>
Sent: Wednesday, May 07, 2025 4:48 PM
To: Joan Heinen
Subject: frontier trails dmr
Attachments: april dmr ft 2025.xlsx

Joan, The facility continues to run well. There will be some upcoming maintenance items for the drain field. The access ports on the drainfield need to be modified. They were not constructed correctly to allow cleaning. Not sure if our guys can do that or if Shane needs to. See what happens.

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

WASTEWATER TREATMENT
DISCHARGE MONITORING REPORT

PERMIT #	LIMIT STATUS	FORMER #
MN0064459		

MONITORING PERIOD	
YEAR MO DAY	YEAR MO DAY
2025-04-01	2025-04-30

FROM:

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):

PARAMETER	QUANTITY			UNITS	CONCENTRATION			UNITS	FREQUENCY OF ANALYSIS	SAMPLE TYPE	Exception
	SAMPLE VALUE	PERMIT	REQ		*****	32	*****				
BOD, Carbonaceous 05 Day (20 Deg C) 80082		*****	*****			REPORT	*****		twice per month	Grab	
		*****	*****			calendar month	*****		twice per month	Grab	
		*****	*****			average	*****		once per day	Measurement, Continuous	
Flow 50050		*****	*****			.00321	.00337		once per day	Measurement, Continuous	
		*****	*****			REPORT	0.01023		once per day	Measurement, Continuous	
		*****	*****			calendar month	daily maximum		once per day	Measurement, Continuous	
pH 00400		*****	*****			*****	7.1		twice per month	Grab	
		*****	*****			REPORT	*****		twice per month	Grab	
		*****	*****			calendar month	calendar month maximum		once per day	Measurement	
Precipitation 00193		*****	*****			*****	*****		once per day	Measurement	
		*****	*****			REPORT	*****		once per day	Measurement	
		*****	*****			calendar month	*****		twice per month	Grab	
Solids, Total Suspended (TSS) 00530		*****	*****			*****	13		twice per month	Grab	
		*****	*****			REPORT	*****		twice per month	Grab	
		*****	*****			calendar month	average		twice per month	Grab	

COMMENTS:

PERMITEE
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
2025-04-01	2025-04-30

FROM:

--

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		REPORT	calendar month average				
	REQ								
	SAMPLE VALUE	PERMIT		REPORT	calendar month average				
BOD, Carbonaceous 05 Day (20 Deg C) 80082					27	mg/L	twice per month	Grab	
Flow 50050					.00179	mgd	once per day	Measurement, Continuous	
pH 00400					6.8	SU	twice per month	Grab	
Solids, Total Suspended (TSS) 00530					11	mg/L	twice per month	Grab	

COMMENTS:

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

WASTEWATER TREATMENT
DISCHARGE MONITORING REPORT

PERMIT #	LIMIT STATUS	FORMER #
MA0064459	Phase 2	

MONITORING PERIOD	
YEAR (MO) DAY	YEAR (MO) DAY
2025-04-01	2025-04-30

FROM:

TO:

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):

PARAMETER	QUANTITY			UNITS	CONCENTRATION			UNITS	FREQUENCY OF ANALYSIS	SAMPLE TYPE	Exception
	SAMPLE VALUE	PERMIT	REQ		SAMPLE VALUE	PERMIT	REQ				
BOD, Carbonaceous 05 Day (20 Deg C) 80082											
Chloride, Total 00940											
Nitrite Plus Nitrate, Total (as N) 00630											
Nitrogen, Kjeldahl, Total 00625											
Nitrogen, Total (as N) 00600											
Solids, Total Suspended (TSS) 00530											

COMMENTS:

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

**REQUEST FOR QUOTES
FOR
CSTS OPERATING SERVICES**

I. INTRODUCTION

City of Baldwin, Sherburne County (hereinafter, the "City") will receive separate Quotes from qualified firms for operating the following Community Sewage Treatment Systems (CSTS):

- 1) Frontier Trails SSD

II. SCOPE OF SERVICES

The City maintains / operates one SSTS system. The City is seeking quotes from MPCA Certified Operator's for maintaining and operating the systems in accordance with the Minnesota Pollution Control Agency (MPCA) Operating permits (attached for reference). The successful Quoter will be responsible for monitoring the systems, reporting to the MPCA, performing maintenance calls, scheduling septic tank pumping, and other related services. It is also necessary to perform all tasks for MPCA compliance. The successful Quoter must be available for emergency services 24 hours per day, 7 days per week. In addition, the successful Quoter will be responsible for the financial planning of the systems, including setting service rates for the users, ensuring adequate fund balances, and planning for future expenditures.

III. GENERAL

All quotes are to be submitted to the City by _____. Any quote received after _____ may not be considered by the City Council. Sealed quotes shall be submitted to the City at the following address:

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

Each Quoter must visit the sites of service and inform itself of the conditions relating to the area in which the services shall be performed. Failure to do so will not relieve a successful Quoter of its obligations to furnish all equipment, material and labor necessary to carry out the provisions of the Agreement and to complete the contemplated work for the consideration set forth in this Request for Quotes.

The City disclaims any and all responsibility for injury to Quoters, their agents or others while examining the work site or at any other time. Quoters are responsible for all of their costs in preparing and submitting quotes hereunder.

The quote must be signed by the Quoter with its full name and address. In addition to the quote for operating each system, each Quoter is required to provide the following information:

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

**REQUEST FOR QUOTES
FOR
CSTS OPERATING SERVICES**

- 1) Quoter's name and place of business
- 2) List of Quoter's current employee's including background and certification's
- 3) List of existing clients/references, including:
 - a) Length of time that Quoter has been the operator for the systems
 - b) Size / description of the systems
 - c) Description of the services provided
 - d) Name and phone number of a contact person
- 4) Availability of Service
 - a) Service Hours
 - b) Holiday's
- 5) Copy of Certificate of Insurance
- 6) A minimum of a Class C Wastewater and a Service Provider License.

Questions regarding this Request for Quotes should be directed toward Shane Nelson, Engineer, at (763) 427-5860 or Jay Swanson, Mayor, at (763) 631-8545.

IV. ACCEPTANCE/REJECTION

The City reserves the right to waive any informalities in quotes, to accept any quote and to reject any or all quotes, should it be deemed in the best interest of the City to do so.

Date: _____

Steinbrecher Companies, Inc.

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

ROLL-OFFS ♦ SEPTIC SYSTEMS ♦ EXCAVATING
LANDSCAPING ♦ DEMOLITION

PROPOSAL

DATE	PROPOSAL #
5/13/2025	8593

BILL TO

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

PROJECT

Frontier Trails

DESCRIPTION	QTY	RATE	TOTAL
The fees below are for replacement of Pump #4 in the Northh System			
Onsite Hourly Rate (rate is per technician)	4.00	145.00	580.00
-includes labor to install the following components			
Effluent Pump 3/4Hp, 50gpm 230V, 60Hz, 20' Lead	1.00	2,066.46	2,066.46
Drive Time To/From site (hourly rate)	1.00	160.00	160.00
Mileage	24.00	0.75	18.00
Misc parts	1.00	114.75	114.75
		0.00	0.00
JOB NOTES:			
* All Prices above are valid for 30 days from date on Proposal.			
* The above prices do not include the following unless otherwise listed above:			
- Any repairs to landscaping.			
- Any tree removal.			
- Any import or export of material to/from site.			
- An Electrician to make any necessary electrical connections.			
* SCI will contact Gopher 1 for locates. Gopher State 1 does not locate private utilities.			
* Owner agrees to hold SCI harmless for the following:			
- Any damage done to utilities that are marked, unmarked, mis-marked, or private.			
- Any damage done to driveway with heavy equipment.			
* Owner is responsible for all erosion of sediment, maintaining any landscaping, re-seeding/overseeding and washout that may occur.			
* SCI reserves the right to add a fuel surcharge to all invoices			
* All prices are based on cash or check payment. Alternate payment types may be charged additional 3% convenience fee.			
* Terms are:			
* Product orders may subject to Tariff Surcharges. These surcharges are determined by the tariff rates set by individual vendors and are not fixed amounts. Tariff Surcharges may change without prior notice and may also be subject to applicable sales tax and additional taxes.			

SIGNATURE & DATE

* Customer agrees that by signing this proposal, it becomes a legal binding contract and all invoices will be paid according to Steinbrecher Companies Inc (SCI) terms. 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.

* Payment Terms (unless otherwise noted above) are: 1/2 down due upon signing proposal and Balance 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. * All Parties agree that a signed, faxed or emailed copy of this form is considered a "Legal Document." * Fuel Surcharge(s) may apply.

CONTRACTOR PRE-LIEN NOTICE (Minn. Stat. 514.011 Subd. 1)

This Notice is to advise you of your rights under Minnesota law in connection with the improvement to your property. (a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions. (b) Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice.

Subtotal	\$2,939.21
Sales Tax (0.0%)	\$0.00
TOTAL	\$2,939.21

Steinbrecher Companies, Inc.

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

ROLL-OFFS ♦ SEPTIC SYSTEMS ♦ EXCAVATING
LANDSCAPING ♦ DEMOLITION

PROPOSAL

DATE	PROPOSAL #
5/13/2025	8595

BILL TO

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

PROJECT

Frontier Trails

MPN	DESCRIPTION	QTY	RATE	TOTAL
	This price includes: All labor and materials to jett and flush drainfield laterals in the South site	1.00	3,322.46	3,322.46
	This price includes all labor and materials to components to complete squirt height tests	1.00	500.00	500.00

SIGNATURE & DATE

* Customer agrees that by signing this proposal, it becomes a legal binding contract and all invoices will be paid according to Steinbrecher Companies Inc (SCI) terms. 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.

Subtotal

Sales Tax (0.0%)

TOTAL

CONTRACTOR PRE-LIEN NOTICE (Minn. Stat. 514.011 Subd. 1)

This Notice is to advise you of your rights under Minnesota law in connection with the improvement to your property. (a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions. (b) Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice.



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ROLL-OFFS ♦ SEPTIC SYSTEMS ♦ EXCAVATING
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PROPOSAL

DATE	PROPOSAL #
5/13/2025	8595

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

PROJECT
Frontier Trails

MPN	DESCRIPTION	QTY	RATE	TOTAL
	JOB NOTES: * All Prices above are valid for 30 days from date on Proposal. * The above prices do not include the following unless otherwise listed above: - Any repairs to landscaping. - Any tree removal. - Any import or export of material to/from site. - An Electrician to make any necessary electrical connections. * SCI will contact Gopher 1 for locates. Gopher State 1 does not locate private utilities. * Owner agrees to hold SCI harmless for the following: - Any damage done to utilities that are marked, unmarked, mis-marked, or private. - Any damage done to driveway with heavy equipment. * Owner is responsible for all erosion of sediment, maintaining any landscaping, re-seeding/overseeding and washout that may occur. * SCI reserves the right to add a fuel surcharge to all invoices * All prices are based on cash or check payment. Alternate payment types may be charged additional 3% convenience fee. * Terms are: balance due when invoiced. * Product orders may subject to Tariff Surcharges. These surcharges are determined by the tariff rates set by individual vendors and are not fixed amounts. Tariff Surcharges may change without prior notice and may also be subject to applicable sales tax and additional taxes.		0.00	0.00

SIGNATURE & DATE

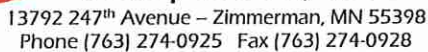
* Customer agrees that by signing this proposal, it becomes a legal binding contract and all invoices will be paid according to Steinbrecher Companies Inc (SCI) terms. Should there be any circumstances where SCI cannot complete the job, Customer still agrees to pay for time and materials used up to termination 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.

* Payment Terms (unless otherwise noted above) are: 1/2 down due upon signing proposal and Balance 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. * All Parties agree that a signed, faxed or emailed copy of this form is considered a "Legal Document." * Fuel Surcharge(s) may apply.

CONTRACTOR PRE-LIEN NOTICE (Minn. Stat. 514.011 Subd. 1)

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Subtotal	\$3,822.46
Sales Tax (0.0%)	\$0.00
TOTAL	\$3,822.46



TOTAL \$2,678.00



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

Joan Heinen

From: Baldwin Maintenance
Sent: Tuesday, January 07, 2025 12:57 PM
To: Tom Rush
Cc: Joan Heinen; Alan Walker
Subject: A.M.K.A speed hump alternatives
Attachments: IMG_6988.jpeg; IMG_6989.jpeg; IMG_6986.jpeg; IMG_6990.jpeg

Tom,

I met with A.M.K.A (Bocar) on Monday January 7th to discuss alternatives to exchange for the speed hump value of \$14,000.

A.M.K.A can supply these alternative options:

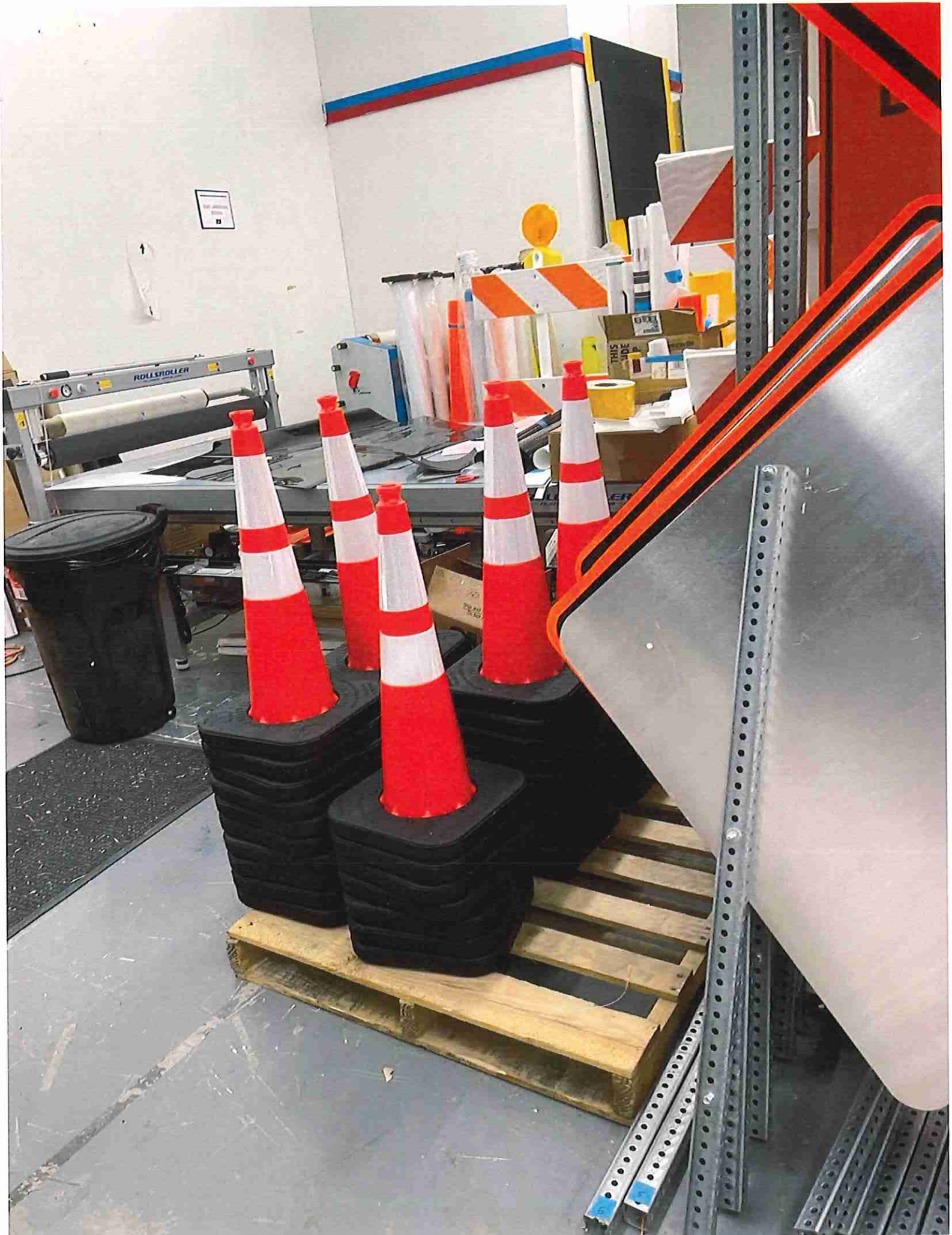
- Street sign production (Street signs, Information signs, Park signs)
- Road Safety cones
- Road barricades
- Safety PPE vests/jackets
- Speed bump / raised crosswalk (see in pictures) (I do NOT recommend this option as there will be many holes for mechanical fasteners required.)

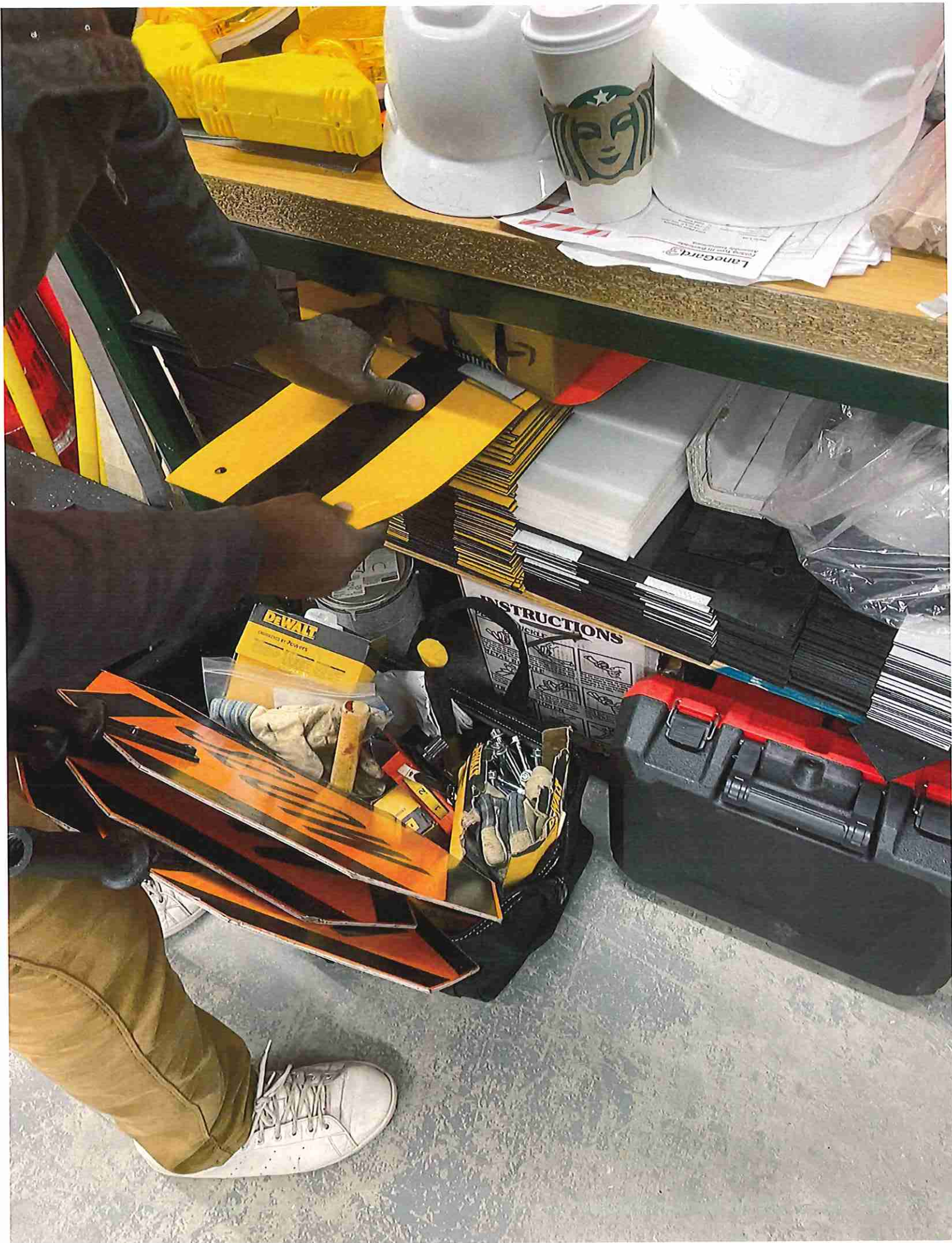
Zachary Good
Maintenance@Baldwintwpmn.com
Public Works Supervisor
763.286.3394 - mobile



BALDWIN TOWNSHIP
Working hard for a better tomorrow

Baldwin Township
30239 128th Street
Baldwin Township, MN 55371
763.389.2751-fax



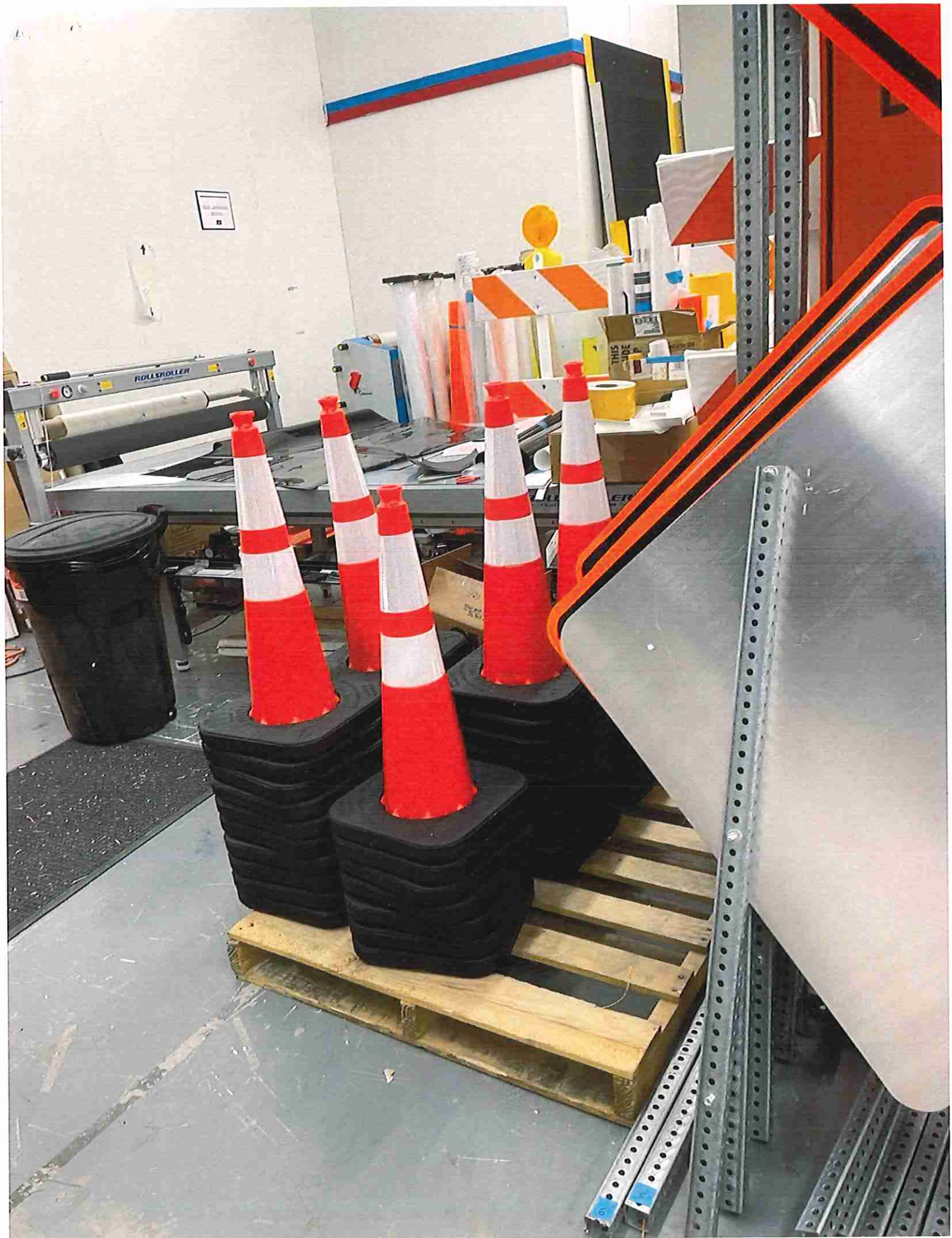


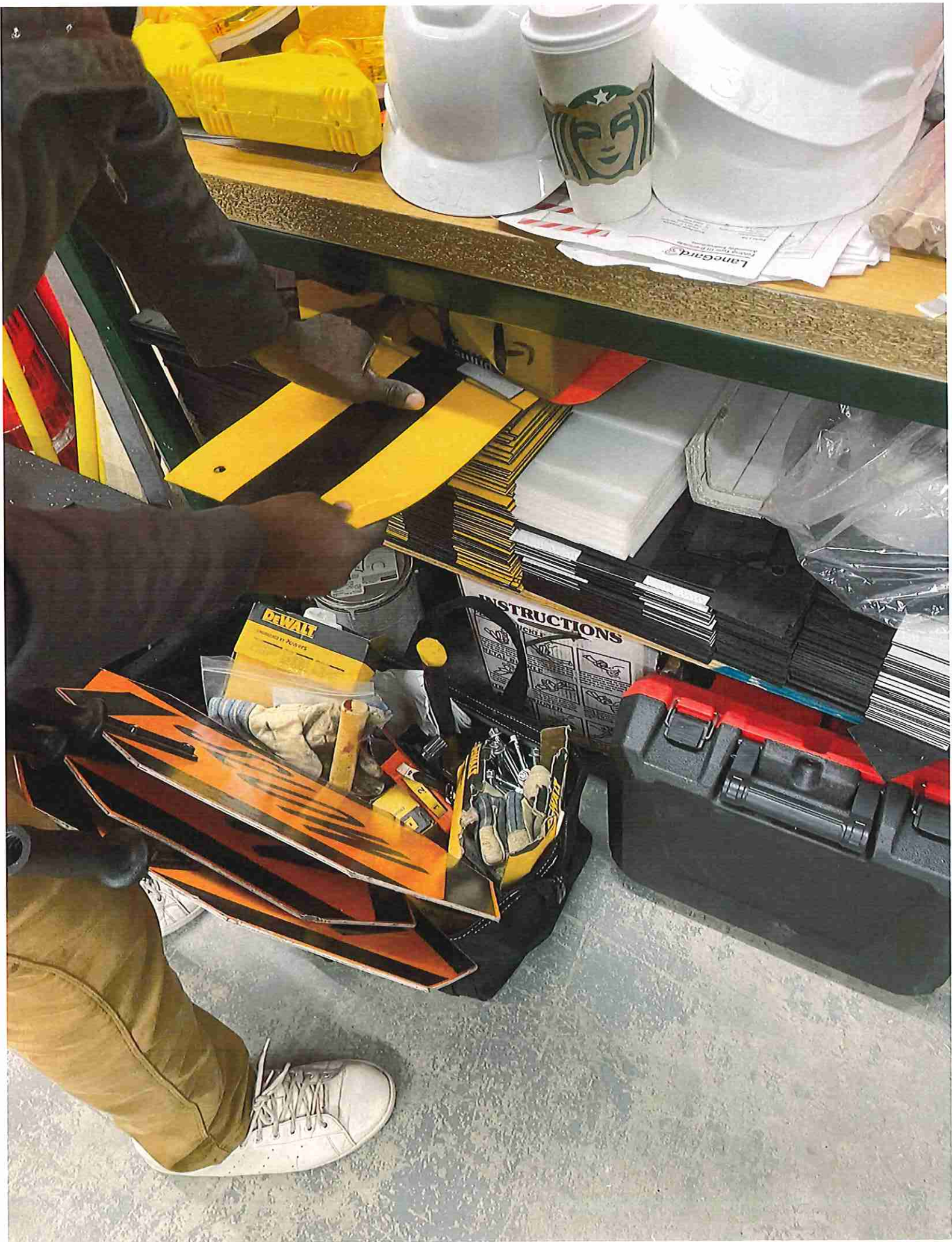
Handwritten notes on a whiteboard:

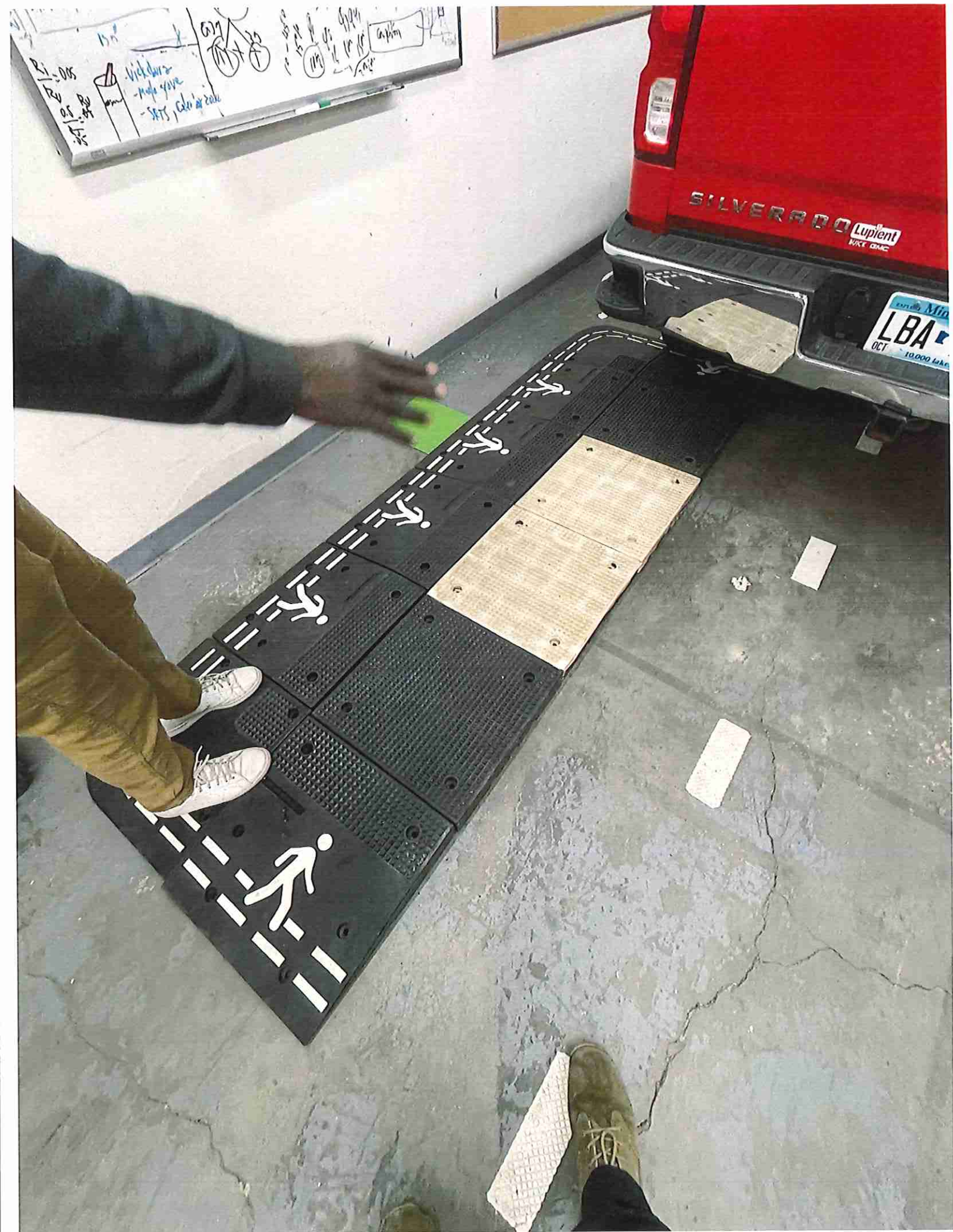
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DARRYL WALETZKO LLC

15890 255th Ave NW
Big Lake MN 55309

Estimate

Date	Estimate #
3/19/2025	551

Name / Address
BALDWIN TOWNSHIP 30239 128TH STREET P.O. BOX 25 PRINCETON MN 55371

			Project
Description	Qty	Rate	Total
DITCH MOWING JULY 2025		4,600.00	4,600.00
DITCH MOWING OCT 2025		4,600.00	4,600.00
NO CHANGE IN PRICE FOR 2025			
		Total	\$9,200.00

Purchase

Park Committee is requesting to purchase from Satellite Industries:

1 ADA Complaint Handicap for Young Park: \$2,500

1 regular for Sandy Lake Beach: \$860

1 regular for Elk Lake Rain Garden: \$860

Adding Hand Sanitizer dispenser for each unit at \$20: \$60

Delivery Fee \$300 each unit: \$900

Total Purchase amount: Approximately \$5,180

The Park Committee motioned to approve up to \$5300 to purchase 3 portable restrooms.

2 Month Rental

The Park Committee motioned to approve a two-month handicap rental for Young Park from Jim's Mille Lacs Disposal until purchased portable restrooms arrive.

Two- Month Handicap Rental from Jim's Mille Lacs Disposal: \$400.24

Insurance

LMCIT: Annual charge is \$100 for 3 portable restrooms. **(\$8.33 per month)**

Service per Month for 3 portable restrooms per week

Jim's Mille Lacs Disposal

Complete Service Fee: \$50 each includes pumping, cleaning, supplying hand sanitizer, and toilet paper

(For 3 portable restrooms: \$150 a week / \$600 a month)

with insurance: \$608.33/ month

Service fee: \$25 each includes pumping, no cleaning or toilet paper provided

(For 3 Portable restrooms: \$75 a week /\$300 a month)

with insurance: \$308.33/month

TOTAL TO PURCHASE 3 PORTABLE RESTROOMS: \$5180

TOTAL RENTAL FOR 2 MONTHS: \$400.24

TOTAL FOR SERVICE PER MONTH:

3 PORTABLE TOILETS A WEEK

COMPLETE SERVICE: \$600/ MONTH

PUMPING SERVICE ONLY: \$300/MONTH

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

FIRST AMENDMENT TO AGREEMENT FOR BUILDING OFFICIAL SERVICES

This Amendment is entered into on this _____ day of _____ 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 not engage in 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 is an example of a potential conflict:
- **Financial Conflicts:** Having a financial interest in a property, project or company that is subject to the building official’s oversight.
 - **Personal Conflicts:** Family relationship 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 subject to the building official’s oversight.

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

old

CITY OF BALDWIN
SHERBURNE COUNTY
STATE OF MINNESOTA

FIRST AMENDMENT TO AGREEMENT FOR BUILDING OFFICIAL SERVICES

This Amendment is entered into on this 5th day of May 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."

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JURISDICTION

Jay Swanson, Mayor

ATTEST:

Joan M. Heinen, City Clerk/Treasurer



2026 Capital Budget

Project Information for Local Government Capital Requests

This form is provided to assist in the preparation of capital project information for the 2026 state capital budget process. The information on this form should be entered in the state's Capital Budget System (CBS) by the entity submitting the request by **June 13, 2025**, for publishing on July 15, 2025. Any edits after July publishing are due by **October 17, 2025**, to MMB's Capital Budget Outreach and Analysis Specialist, Amanda.burckhardt@state.mn.us, for final publishing on January 15, 2026. When copying text from this form or another document into the Capital Budget System, be sure to paste as plain text to clean the text from source formatting, and then reformat in CBS as needed.

Local Entity Requesting Project City of Baldwin Fire Department

City Baldwin **County** Sherburne **Zip Code** 55371

Project Name Infrastructure/Water Tower **Rank** ??

Contact Information

Name Joan Heinen

Title Clerk/Treasurer

Phone Number (763) 389-8931

Email Address city.clerk@baldwinmn.gov

Project Summary

Summarize the request in two sentences.

Max 500 characters

Infrastructure of current fire department building/facility.
Water tower to hold 50,000 water for fire department use.
Sub-station on the west side of the city.
Training Facility

Joan Heinen

From: Fire Chief
Sent: Tuesday, May 13, 2025 10:26 AM
To: Joan Heinen
Subject: FW: Baldwin Fire Department Membership

Chief Scott Case
Baldwin Fire
Office-763-389-7976
Cell- 763-350-0374
Email- Fire.Chief@baldwinmn.gov

From: Matt Sullivan <captain7@Baldwinmn.gov>
Sent: Monday, May 12, 2025 4:46 PM
To: Fire Chief <fire.chief@baldwinmn.gov>
Subject: Fw: Baldwin Fire Department Membership

Here is the initial quote for the gym membership. The First year would be \$3907.54.

Key Points:

- Everyone has access, but we would only pay for who uses the gym.
- We pay annually. Cost is adjusted annually base on how many firefighters used the gym the year prior.
- With each membership, their spouse and children under 18 can use the gym for free.
- Gym membership includes Classes, Tanning, Pool, and the Kids Club (daycare while working out)
- We can get monthly or quarterly reports on who is using the gym and how often.

Let me know if you have any questions.

Thanks!
Matt

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