



AGENDA FOR OCTOBER 20TH, 2025
CITY OF BALDWIN REGULAR MEETING
7:00 p.m.
(Revised 10/16/2025)

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 Building Permits for September 2025
- Approve Engineering Workshop Meeting Minutes for September 23rd, 2025
- Approve Regular City Council Meeting Minutes for October 6th, 2025
- Approve Clerk Vacation Leave on October 23rd and 24th, 2025
- Approve Letter of Resignation for Planning Commissioner Calvin Schmock Effective November 1st, 2025
- Approve Resolution 25-25; Appointments to Planning Commissioner Bruce West and Mary Larson

Engineering:

- a. Discuss/Approve/Disapprove Sink Hole Geo Report
- b. Discuss/Approve/Disapprove Allowing Wear Course on Oaks of Battle Brook 2nd Addition
- c. Discuss/Approve/Disapprove Additional 2-3 Hours for North Elk Lake Survey
 1. Discuss/Approve/Disapprove PID# 01-00409-0210; Large Wooden Post in ROW

Frontier Trails Update:

- a. Discuss/Approve/Disapprove 2026 Budget and Set Monthly Fee for Frontier Trails

Approve/Disapprove Resolution 25-24; Resolution Certifying Delinquent Community Sewer Treatment Fees and Related Interest

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.

Road Report – Alan Walker

- a. Discuss Public Works Report
- b. Discuss/Approve/Disapprove Failed Driveway Inspection for PID# 01-00025-2401
- c. Discuss/Approve/Disapprove Tree Trimming and Brush on West Elk Lake and 101st Street
- d. Discuss RFP for Engineering
- e. Discuss/Approve/Disapprove Advertising for Snowplow Drivers – Tom Rush
- f. Discuss/Approve/Disapprove Winter Parking Signs
- g. Discuss/Approve/Disapprove Public Works Installing Stop Sign at 294th Avenue and 142nd Street
- h. Discuss 2026 Chip Seal over Gravel – West Elk Lake, South Sandy Lake, and Lake Diann Areas
- i. Discuss Coordination of RFP (Request for Proposals) for 2026 Chip Seal over Gravel Program
- j. Discuss Deferring South Sandy Lake Stormwater Project Chip Seal Requirements, for Application in the Spring of 2026

Tabled Items:

- a. Discuss Empowering Small Minnesota Communities Program – Jeff Holm
- b. Discuss/Approve/Disapprove Partial Payment to SealPros – Tom Rush
- c. Discuss/Approve/Disapprove Expenditure Limits – Tom Rush

New Business:

- a. Discuss/Approve/Disapprove Painting Chain Link Fence at Cemetery – Jay Swanson

Announcements:

- a. Budget Meeting Tuesday, October 21st, 2025 at 7:00 p.m.
- b. Planning Commission Meeting Wednesday, October 22nd, 2025 at 7:00 p.m.
- c. Infrastructure Committee Meeting Thursday, October 30th, 2025 at 7:00 p.m.
- d. Next City Council Meeting Monday, November 3rd, 2025 at 7:00 p.m.
- e. ISD# 477 Referendum Election Tuesday, November 4th, 2025, Polls Open From 7:00 a.m. – 8:00 p.m. for the City of Baldwin, Blue Hill Township and Santiago Township

Any Other Business:**Approve Bill for Payment:****Adjourn:**

CITY OF BALDWIN

*Cash Balances

Cash Account: 10100

October 2025

Fund	Begin October 2025	Transfers			Receipts	Disbursements	Rec/Disb			Journal Entries	JE Payroll	Balance No Investments	Investments	Balance
		Rec/Disb	Journal Entries	JE Payroll										
10100 - Bremer														
101 - General Fund	(\$1,461,333.97)				\$11,893.41	(\$61,475.76)	\$0.00				(\$8,034.53)	(\$1,518,950.85)	\$0.00	In Bal (\$1,518,950.85)
225 - Cemetery Fund	\$11,841.24					(\$3,361.39)	\$0.00				(\$107.65)	\$8,372.20		In Bal \$8,372.20
250 - Fire Operations	\$65,034.89				\$10,000.00	(\$37,453.83)	\$0.00		\$28,144.70		(\$3,229.50)	\$62,496.26		In Bal \$62,496.26
275 - Street Capital	\$825,584.08					(\$2,203.50)	\$0.00					\$823,380.58		In Bal \$823,380.58
290 - Permits	\$167,229.96						\$0.00					\$167,229.96		In Bal \$167,229.96
301 - G.O. 2017A	\$373,645.89						\$0.00					\$373,645.89		In Bal \$373,645.89
302 - G.O. 2024A	\$23,326.91						\$0.00					\$23,326.91		In Bal \$23,326.91
401 - Capital Project Fund	\$154,098.17						\$0.00					\$154,098.17		In Bal \$154,098.17
402 - Fire Services	\$42,359.49						\$0.00			(\$28,144.70)		\$14,214.79		In Bal \$14,214.79
403 - Fire Infrastructure Fund	\$190,042.93						\$0.00					\$190,042.93		In Bal \$190,042.93
404 - Parks Capital Fund	\$38,080.69				\$550.00	(\$2,673.72)	\$0.00				(\$1,230.54)	\$34,726.43		In Bal \$34,726.43
602 - Sewer Fund	\$66,089.47				\$3,676.00	(\$2,744.72)	\$0.00				(\$139.24)	\$66,881.51		In Bal \$66,881.51
801 - Developers Account - Escrow	\$127,300.48				\$12,097.80	(\$6,241.50)	\$0.00					\$133,156.78		In Bal \$133,156.78
803 - Misty Hollow Escrow	\$0.00						\$0.00					\$0.00		In Bal \$0.00
805 - Sumser Farms 1st Addt Escr	\$2,186.41						\$0.00					\$2,186.41		In Bal \$2,186.41

	MTD Amounts		YTD Amounts		MTD Amounts		Begin + YTD	
	MTD Amounts	YTD Amounts	MTD Amounts	YTD Amounts	MTD Amounts	YTD Amounts	Begin + YTD	MTD Amounts
Begin	\$625,486.64	\$958,164.65			\$0.00		\$1,093,183.34	
Receipt	\$38,217.21	\$1,700,827.50			\$0.00		\$0.00	
Disbursements	(\$116,154.42)	(\$1,827,076.47)			\$0.00		\$0.00	
Transfers Rec/Disb	\$0.00	\$0.00			\$0.00		\$0.00	
Transfers JE	\$0.00	\$0.00						
JE Payroll	(\$12,741.46)	(\$297,107.71)			\$534,807.97		In Balance	

CITY OF BALDWIN

*Cash Balances

Cash Account: 10100
September 2025

Fund	Begin September 2025	Transfers				Balance No			
		Receipts	Disbursements	Rec/Disb	Journal Entries	JE Payroll	Investments	Investments	Balance
10100 - Bremer									
101 - General Fund	(\$1,354,357.43)	\$22,842.47	(\$114,423.94)	\$0.00	\$0.00	(\$15,395.07)	(\$1,461,333.97)	\$0.00	(\$1,461,333.97)
225 - Cemetery Fund	\$13,566.33	\$533.60		\$0.00	\$0.00	(\$2,258.69)	\$11,841.24		\$11,841.24
250 - Fire Operations	\$75,287.36	\$3,708.91	(\$10,042.87)	\$0.00	\$0.00	(\$3,918.51)	\$65,034.89		\$65,034.89
275 - Street Capital	\$916,022.34	\$323.07	(\$90,761.33)	\$0.00	\$0.00		\$825,584.08		\$825,584.08
290 - Permits	\$167,229.96			\$0.00	\$0.00		\$167,229.96		\$167,229.96
301 - G.O. 2017A	\$373,645.89			\$0.00	\$0.00		\$373,645.89		\$373,645.89
302 - G.O. 2024A	\$23,326.91			\$0.00	\$0.00		\$23,326.91		\$23,326.91
401 - Capital Project Fund	\$153,991.76	\$106.41		\$0.00	\$0.00		\$154,098.17		\$154,098.17
402 - Fire Services	\$42,359.49			\$0.00	\$0.00		\$42,359.49		\$42,359.49
403 - Fire Infrastructure Fund	\$189,722.73	\$320.20		\$0.00	\$0.00		\$190,042.93		\$190,042.93
404 - Parks Capital Fund	\$100,040.95	\$376.68	(\$54,683.33)	\$0.00	\$0.00	(\$7,653.61)	\$38,080.69		\$38,080.69
602 - Sewer Fund	\$65,926.98	\$4,853.36	(\$4,385.87)	\$0.00	\$0.00	(\$305.00)	\$66,089.47		\$66,089.47
801 - Developers Account - Escrow	\$134,869.85	\$3,322.18	(\$10,891.55)	\$0.00	\$0.00		\$127,300.48		\$127,300.48
803 - Misty Hollow Escrow	\$0.00			\$0.00	\$0.00		\$0.00		\$0.00
805 - Sumser Farms 1st Addt Escr	\$2,186.41			\$0.00	\$0.00		\$2,186.41		\$2,186.41

	MTD Amounts		YTD Amounts		MTD Amounts		Begin + YTD	
	MTD Amounts	YTD Amounts	MTD Amounts	YTD Amounts	MTD Amounts	YTD Amounts	Begin + YTD	Begin + YTD
Begin	\$903,819.53	\$958,164.65	Investments		\$0.00	\$1,093,183.34		
Receipt	\$36,386.88	\$1,662,610.29	Petty Cash		\$0.00	\$0.00		
Disbursements	(\$285,188.89)	(\$1,710,922.05)	Savings		\$0.00	\$0.00		
Transfers Rec/Disb	\$0.00	\$0.00	Money Market		\$0.00	\$0.00		
Transfers JE	\$0.00	\$0.00						
JE Payroll	(\$29,530.88)	(\$284,366.25)	Balance		\$625,486.64	In Balance		



Contract Area: City of Baldwin - September 2025

Permit #	Paid Date	Address	Project Description	Permit Portion	70% Billable	Plan Review	80% Billable	Project Fee
BA2024-140	9/2/2025	31585 124TH ST NW	Non-Residential New Septic	\$ 350.00			\$ -	\$ 350.00
BA2025-025	9/22/2025	31103 US HIGHWAY 169 NW	Window/Door	\$ 125.00	\$ 87.50		\$ -	\$ 87.50
BA2025-082	9/29/2025	10130 285TH LN NW	New Septic	\$ 350.00			\$ -	\$ 350.00
BA2025-219	9/5/2025	12938 285TH AVE NW	New Construction	\$ 1,127.50	\$ 789.25	\$ 732.88	\$ 586.30	\$ 1,375.55
BA2025-287	9/8/2025	10141 313TH AVE NW	Water Heater	\$ 125.00	\$ 87.50		\$ -	\$ 87.50
BA2025-295	9/4/2025	30209 116TH ST NW	Non-Residential Furnace & A/C	\$ 331.70	\$ 232.19	\$ 215.61	\$ 172.49	\$ 404.68
BA2025-296	9/17/2025	30668 139TH ST NW	Replacement Septic	\$ 350.00			\$ -	\$ 350.00
BA2025-297	9/2/2025	11521 284TH AVE NW	Roof	\$ 125.00	\$ 87.50		\$ -	\$ 87.50
BA2025-298	9/10/2025	30712 128TH ST NW	Replacement Septic	\$ 350.00			\$ -	\$ 350.00
BA2025-299	9/17/2025	28748 ELK LAKE RD E	Replacement Holding Tank	\$ 175.00			\$ -	\$ 350.00
BA2025-300	9/2/2025	27942 112TH ST NW	Furnace & A/C	\$ 185.00	\$ 129.50		\$ -	\$ 129.50
BA2025-301	9/2/2025	28108 PAR DR NW	Water Conditioner	\$ 125.00	\$ 87.50		\$ -	\$ 87.50
BA2025-302	9/2/2025	13428 279TH AVE NW	Furnace & A/C	\$ 185.00	\$ 129.50		\$ -	\$ 129.50
BA2025-303	9/3/2025	12938 302ND AVE NW	Plumbing Alteration/Remodel	\$ 125.00	\$ 87.50		\$ -	\$ 87.50
BA2025-304	9/11/2025	28048 133 1/2 ST NW	Window/Door	\$ 125.00	\$ 87.50		\$ -	\$ 87.50
BA2025-305	9/9/2025	31475 116TH ST NW	New Septic	\$ 350.00			\$ -	\$ 350.00
BA2025-306	9/4/2025	11934 302ND AVE NW	Roof	\$ 125.00	\$ 87.50		\$ -	\$ 87.50
BA2025-307	9/8/2025	11039 285TH AVE NW	Deck	\$ 133.10	\$ 93.17	\$ 86.52	\$ 69.22	\$ 162.39
BA2025-308	9/22/2025	13344 295TH AVE NW	New Septic	\$ 350.00			\$ -	\$ 350.00



Contract Area: City of Baldwin - September 2025

Permit #	Paid Date	Address	Project Description	Permit Portion	70% Billable	Plan Review	80% Billable	Project Fee
BA2025-309	9/10/2025	13830 298TH AVE NW	Replacement Septic	\$ 350.00			\$ -	\$ 350.00
BA2025-310	9/19/2025	13013 282ND AVE NW	Deck	\$ 133.10	\$ 93.17	\$ 86.52	\$ 69.22	\$ 162.39
BA2025-311	9/8/2025	14229 310TH AVE NW	Roof	\$ 125.00	\$ 87.50		\$ -	\$ 87.50
BA2025-313	9/8/2025	28907 127TH ST NW	Roof	\$ 125.00	\$ 87.50		\$ -	\$ 87.50
BA2025-314	9/16/2025	11772 280TH AVE NW	New Construction	\$ 1,908.90	\$ 1,336.23	\$ 1,240.79	\$ 992.63	\$ 2,328.86
BA2025-316	9/9/2025	30116 126TH ST NW	Siding	\$ 125.00	\$ 87.50		\$ -	\$ 87.50
BA2025-320	9/24/2025	14320 314TH AVE NW	Plumbing Basement Finish	\$ 125.00	\$ 87.50		\$ -	\$ 87.50
BA2025-321	9/30/2025	28538 143RD ST NW	Alteration/Remodel	\$ 397.90	\$ 278.53	\$ 258.64	\$ 206.91	\$ 485.44
BA2025-323	9/15/2025	11772 280TH AVE NW	Plumbing New Construction	\$ 150.00	\$ 105.00		\$ -	\$ 105.00
BA2025-325	9/17/2025	28610 ELK LAKE RD E	Gas Fireplace	\$ 125.00	\$ 87.50		\$ -	\$ 87.50
BA2025-327	9/22/2025	12716 316TH AVE NW	Egress Window	\$ 199.30	\$ 139.51	\$ 129.55	\$ 103.64	\$ 243.15
BA2025-328	9/25/2025	27956 142ND ST NW	Accessory Structure	\$ 488.15	\$ 341.71	\$ 317.30	\$ 253.84	\$ 595.55
BA2025-330	9/23/2025	30726 119TH ST NW	Window/Door	\$ 125.00	\$ 87.50		\$ -	\$ 87.50
BA2025-334	9/25/2025	13037 296TH AVE NW	Window/Door	\$ 125.00	\$ 87.50		\$ -	\$ 87.50
BA2025-335 Cancelled	9/25/2025	14223 288TH AVE NW	Siding - Cancelled 80% of \$125.00 Refunded (\$100)	\$ 25.00	\$ 17.50		\$ -	\$ 17.50
BA2025-336 Cancelled	9/25/2025	14223 288TH AVE NW	Roof - Cancelled 80% of \$125.00 Refunded (\$100)	\$ 25.00	\$ 17.50		\$ -	\$ 17.50
BA2025-337 Cancelled	9/25/2025	14223 288TH AVE NW	Window/Door - Cancelled 80% of \$125.00 Refunded (\$100)	\$ 25.00	\$ 17.50		\$ -	\$ 17.50
BA2025-338	9/26/2025	13037 296TH AVE NW	Siding	\$ 125.00	\$ 87.50		\$ -	\$ 87.50
BA2025-342	9/29/2025	14279 296TH AVE NW	Furnace & A/C	\$ 185.00	\$ 129.50		\$ -	\$ 129.50



Contract Area: City of Baldwin - September 2025									
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Permit #	Paid Date	Address	Project Description	Permit Portion	70% Billable	Plan Review	80% Billable	Project Fee
			TOTAL	\$ 9,999.65	\$ 5,162.26	\$ 3,067.81	\$ 2,454.25	\$ 10,416.50

**Minimum Permit Fee \$75 / Plan Review \$50*

Rum River Consultants - City of Baldwin Administration Hourly Log

Contact Information: Andy Schreder
 Email: permits@rumrivercc.com
 Office/Scheduling: 763-331-7722

Month Served: September 2025



Permit #	Date	PID	Address	Project/Description	Time (Tenths of an Hour)
BA2025-315	9/1/25 to 9/30/25	01-00408-0314	28113 Lake Diann Rd NW	SSTS Non-Compliance Correspondence	2.3
	8/23/24 to 9/8/25	01-00429-0110	12333 278th Ave NW	SSTS Non-Compliance Correspondence - Applied for on 9/8/25	0.1
	8/13/25 to 9/16/25	01-00408-0165	13468 279th Ave NW	SSTS Non-Compliance Correspondence	0.7
	8/18/25 to 9/21/25	01-00429-0240	12224 278th Ave NW	SSTS Non-Compliance Correspondence	1.8
BA2025-331	8/18/25 to 9/16/25	01-00424-0320	12823 289th Ave NW	SSTS Non-Compliance Correspondence	1.2
	9/21/25	01-00541-0110	30863 105th St NW	SSTS Non-Compliance Documentation - Applied for on 9/21/25	0.1
	TOTAL				6.2
				@ 85.00 per hour	\$527.00

* Please note, if dates list prior to 2025 for SSTs, code compliance time prior to 2025 was not included in the totals.



BALDWIN ENGINEERING WORKSHOP

SEPTEMBER 23RD, 2025

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

Jeff Holm arrived at 7:03 p.m., Scott Case arrived at 8:14 p.m.

Also Present – City Attorney: Bob Ruppe from Couri & Ruppe
City Engineer; Sam Jochum and Shane Nelson from Hakanson Anderson

Call to Order – The September 23rd, 2025 special 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

Discuss Capital Improvement Plan (CIP) for Roads 2026-2031- Mayor Swanson asked the City Engineers to discuss the options for the CIP in 2026-2031 for roads. Option 1 focuses on 100th Street, 297th, 305th and the road projects identified in the past by the City Council. Shane Nelson, City Engineer, discussed that MSA funds should be spread out overtime. Nelson recommends Baldwin's Financial Analyst helps the city determines the best course of action. At the budget meeting, option 2 was determined by the City Council to be the best CIP option for the city. Rush discussed development roads and asked if soil borings should be done. Nelson stated that soil boring should be done because it assists with the design phase, eliminates change orders and gives the contractor confidence in bidding. 1-500/1000 feet is typical for soil borings per Nelson. Swanson asked if there was a plan for each road using option 2. A field survey and soil borings would be the best start on these road projects, per Jochum, City Engineer. The CIP is based off a PCI rating the city had done two years ago. Rush and Walker volunteered to do a road tour to look at option 2 roads in order to determine the condition of these roads.

Discuss 100th Street and 297th Avenue – City Attorney, Ruppe, stated that 30 out of 71 easements have been signed by the residents which is approximately 42%. Holm stated that there are several parcels that are owned by one person. Swanson asked if the easements that have been signed had the tree costs eliminated. Nelson stated that a survey would need to be done to get an accurate cost for the trees that need to be eliminated. Rush stated he is not in favor of paying for the removal of the trees since the residents are getting a free road. Holm asked when easements need to be signed for road project to begin. Ruppe stated that for legal needs at least 6 months. Nelson stated that easements are needed before bids are opened. Nelson stated that this also needs to be sent to MnDOT for approval. The project is regulated under the NPDES construction permit which is administered by the MPCA. Nelson would like to specifically discuss the proposed culvert at the intersection of 297th Avenue and

CSAH19. Nelson would like City Council concurrence for removal of the stormwater treatment areas as requested by the Property Owners. Property owners would be okay with a culvert. Council agreed to remove easement and pond. Engineers to revise report and submit to MnDOT. Rush asked for the cost in revising plans and submitting to MnDOT. Nelson stated this would be approximately \$10,000. MnDOT then submits comments back to the Engineers the Engineers comments and eventually gets approval. Nelson stated that the goal would be to have all easements signed by December 1st, 2025. Swanson asked if the MnDOT submittal expires and Nelson stated that he has never had one expire.

Discuss MSA Roads – Swanson asked if MSA funding could be used for engineering, legal fees, moving fences and trees. Nelson stated that you can get reimbursed 25% for engineering and right-of-way costs. The bids need to be opened before MSA is submitted. Nelson stated that a financing plan needs to be completed first. Nelson stated that the 75% MSA funding is typically used for big road construction costs. Nelson to look into advance and encumber Municipal State Aid Street. Rush asked if the 25% MSA money can be used on crack sealing and micro surfacing. Nelson stated that the 25% MSA maintenance funding could be used for patching, adding gravel, crack sealing, micro surfacing and signs.

Scott Case arrived at 8:14 p.m.

Discuss North Elk Lake Loop Survey – Swanson asked why the full area wasn't surveyed. Jochum stated they were only looking at the frontage. Nelson stated they surveyed the road right-of-way and not the property owners. Jochum will check with the surveyors to see why the survey was incomplete.

Discuss/Approve/Disapprove Obtaining Quotes for Culvert Repair on 278th – On 278th Avenue, the city has received Technical Evaluation Panel (TEP) approval to perform excavation work on the south end of the culvert that was installed last year on 278th Avenue. The proposed excavation is estimated to be 8 feet wide and 55 feet long. On 123rd Hakanson Anderson is obtaining approval to excavate within the wetland upstream of the culvert. Swanson stated that Hakanson should do plans for these culvert excavations.

Discuss Communication E-Mails/Contacts – Rush stated that all emails should be Cc'd to the Clerk and not individual City Council members or Public Works. Rush said that he is the first contact for roads and Walker is the second contact.

Discuss Responsibilities of Projects Between Public Works and Engineers – Rush stated that engineering expenses have been extensive for 2025 and would like to bring more projects in-house. These projects should be micro surfacing, poly fiber and crack sealing. Nelson stated that Public Works can go out for quotes for smaller projects. Nelson stated that projects over \$75,000 or more should be done with the Engineers. Ruppe stated that any bids over \$175,000 should go through the Engineer and other projects could be determined by the City Council. Case stated he is not opposed to

bringing smaller projects in-house and would like a standardized process. Nelson stated that the crack sealing project manual has a contract that has a license with it and cannot be reused.

Tom Rush left at 9:04 p.m.

Case stated that a threshold dollar amount should be determined on these projects by the City Council. The quote can be done in-house, and the engineers can do a quick review. Case and Holm stated that projects should have plans/specs from the City Engineer.

Discuss Templates for Contracts, Letters to Residents and Road Projects –
Engineering doesn't have templates because quantities change and the scope of work.

Adjourn – Holm/Walker unanimous to adjourn at 10:03

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

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

Date

Attendees: Baldwin Public Works Supervisor; Zac Good, Parish Barten, Bruce West and Pat Brown



BALDWIN CITY COUNCIL REGULAR MEETING

OCTOBER 6TH, 2025

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

Jeff Holm arrived at 8:18 p.m.

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 October 6th, 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.

October 2025 Preliminary Treasurer's Report – The Clerk/Treasurer reported a beginning balance of \$622,325.11, no receipts, disbursements of \$73,052.80 leaving an unaudited ending balance of \$549,272.31.

Sheriff's Report – Deputy Wilson reported a total of 225 calls for service in the City of Baldwin for the month of September 2025. There were 4 thefts which consisted of a theft from Marv's, a game console taken out of a unlocked vehicle, cannabis supply theft taken by a roommate and one mailbox. There were 7 motor vehicle accidents, 19 medicals, 53 traffic stops, and 16 requests for extra patrols.

Deputy Wilson spoke about a speeding complaint on 100th Street. He said he patrolled this area and did not see any issues but suggested a speed sign to provide data.

Swanson communicated with Deputy Wilson that no parking signs have been installed in the industrial park.

Fire Department Report - Assistant Fire Chief, Robin Fischer, reported a total of 29 calls for service in the month of September 2025. These calls consisted of 24 medical assists, 3 fires, 1 carbon monoxide check and 1 public assistance. Fischer communicated that it's grass fire season and it's getting very dry out. Swanson recommended doing a Text My Gov notification to residents regarding this.

Discuss Lucas Fundraising – Assistant Fire Chief, Fischer, has been working on getting donations for a Lucas device. The Lucas device extends the reach of care by maintaining chest compressions during transport to advanced lifesaving therapies,

including ECMO (extracorporeal membrane oxygenation) or PCI (percutaneous coronary intervention.) By increasing provider safety, avoiding fatigue over long durations and reducing transport risks by allowing caregivers to sit belted, the Lucas device can help calm the scene and provide an extra pair of hands. Fischer has raised over \$20,000 so far and this will pay for one device. The goal is to continue fundraising to purchase a second Lucas device for Baldwin Fire Department.

Public Comment Requests:

Julie Weidenborner – 14312 314th Avenue NW: Julie is the current President at Frontier Trails Homeowners Association. Julie stated there have been 3 homes with pumping issues and some concerns with winter coming. Julie has concerns with the Steinbrecher quote on this agenda and is also requesting updates on NSU and what their evaluation of the system is at Frontier Trails. Swanson communicated that home tanks are pumped every 3 years and that a deep evaluation of the system from NSU has not yet happened. Swanson stated he will be recommending the Steinbrecher quote be disapproved until NSU evaluates the system. Julie questioned who will be responsible for the Attorney fees for reviewing the NSU contract. Swanson stated that the residents of Frontier Trails will be charged Attorney fees for contract review.

Approval of Consent Agenda – Case/Walker unanimous to approve consent agenda. Rush questioned what the abatement agreement for PID# 01-00429-0240. City Attorney, Ruppe, stated this it's a noncompliant septic and was requesting approval from the City Council to draft an abatement agreement for the property owner. The property owner is requesting an extension on getting the septic into compliance due to many issues.

- Approve Clerk Vacation Leave on October 9th and 10th, 2025
- Approve Regular City Council Meeting Minutes for September 8th, 2025
- Approve Special City Council Meeting Minutes for September 15th, 2025
- Approve Regular City Council Meeting Minutes for September 22nd, 2025
- Approve Emergency City Council Meeting Minutes for September 29th, 2025
- Approve Clerk Attending MCFOA Region IV Meeting on November 18th, 2025
- Approve Attorney to Draft an Abatement Agreement for PID# 01-00429-0240 Contingent on Mayor and Attorney Review
- Approve/Disapprove Grading Agreement Meadows of Baldwin Subject to City Engineer and City Attorney Review

Planning Items:

Discuss/Approve/Disapprove Request for Proposal (RFP) for Codification –

Codification is the process of organizing ordinances into one book by subject matter, so it is accessible and convenient for all users. The contracted firm will review all ordinances and will continue to work with city staff after the initial project to update the ordinances and amendments as needed. The City of Baldwin received two request for proposals for codification. American Legal Publishing's quote was \$12,495 base price and MuniCode's quote was for \$12,950. Swanson asked if Licht has worked with either company in the past. Licht stated that he has worked with both companies but prefers

American Legal Publishing. **Rush/Case unanimous to approve** American Legal Publishing with a base fee of \$12,495.

Discuss/Approve/Disapprove Request for Proposal (RFP) for Municipal Liquor Store Feasibility Study – The City of Baldwin received six request for proposals to perform a Municipal Liquor Store Feasibility Study for the City of Baldwin. Baldwin has an opportunity to establish such operations before crossing the 10,000-person threshold for population. The first step would be for the firm to do a market study for a potential liquor store within the City of Baldwin. If they find there is a suitable market to add a store in the region, they will help with location, scoping out the building and working on an operations plan. Precision's quote was for \$45,000, Northspan's quote was \$22,955, LOCI's quote was \$11,000 plus implementation and plan development, Delaney Consulting's quote was \$35,650, Shenehon's quote was not to exceed \$55,000 and Meyer's Group quote was \$18,000 for the architectural and Engineering plus work additions/scope changes that will require corresponding fee adjustments. The selected company would look at the market, identify location and work on an operational plan. The Municipal Beverage Association indicated that there were a variety of experience and costs, and Licht indicated it was not apple to apple comparison. Swanson is requesting a breakdown of specific costs and ability to stop work if needed. Swanson would like Licht to speak to Delaney in the form of negotiations and stated that a breakdown of costs would be preferred instead of the standardized contracts that were received. Case stated that Baldwin has a unique opportunity, with being next to Highway 169, that could possibly alleviate taxes for the residents. Rush stated that he understands the revenue portion having a municipal liquor store but said he doesn't think the city needs to pay someone to tell the city where to locate the liquor store. Case and Rush agree that the City Council should request a breakdown of the phases for the study. **Rush/Walker unanimous to table** until November 3rd, 2025 with the directives of obtaining breakdown of the phases.

Discuss Code Enforcements:

PID# 01-00418-0330 – Request to send step one administrative letter.

PID# 01-00408-0225 and PID# 01-00408-0210 – Request to send step one administrative letter.

PID# 01-00418-0125 – Request to send step one administrative letter

PID# 01-00516-0220 – Request to send step one administrative letter

PID# 01-00486-0210 – Request inspection

PID# 01-00508-0114 – Shipping container on property under 10 acres. Request to send step one administrative letter.

Case/Walker unanimous to approve the appropriate action as stated above.

Park Committee Report: At the September 18th, 2025 Park Committee meeting, they discussed the items below.

Discuss/Approve/Disapprove up to \$1000.00 for Purchase of a Gate at Young Park by Brown Shed – The Park Committee approved a gate to be placed in front of the brown shed at Young Park. The gate would have 2 posts installed on each side of

the driveway area with a steel chain. Baldwin Public Works Department will be performing the work. **Rush/Walker unanimous to approve** up to \$1000 for post and chain fencing.

Discuss/Approve/Disapprove Quote of \$2200.00 from Plaisted Companies for Boulders at Young Park – The Park Committee approved to purchase of 20 tons of boulders to be placed at Young Park so vehicles and ATVs cannot enter the park area by the playground equipment and pavilion. **Rush/Walker unanimous to approve** Plaisted Companies quote for \$2200.00.

Discuss/Approve/Disapprove Park Dedication Fees Changing from \$1200.00 Per Lot to \$2250.00 – Licht from TPC stated that statutory language says this park dedication fees are based on property values within the city. **Rush/Walker unanimous to approve** sending park dedication fees to the Planning Commission to review.

Discuss/Approve/Disapprove Removal of Southwest Corner Trail and the Middle East West Trail for Wetland Delineation – Walker/Case unanimous to approve removal of the trails at Young Park.

Discuss/Approve/Disapprove Remaining Funfest Funds Being Used for a Spring Easter Egg Hunt – Case/Rush unanimous to approve remaining funds to be used for a spring Easter egg hunt.

Cemetery Update – The cemetery fence portion by the guard rail has been removed. Case asked if the chain link silver fence could be painted black to match the gate at the cemetery. Case stated this would look more dignified. This will be discussed at the October 20th, 2025, City Council meeting.

Tabled Items:

Discuss/Approve/Disapprove Steinbrecher Proposal for \$14,470.00 – Swanson recommends this to be disapproved because the proposal was not requested by our current service provider. **Case/Walker unanimous to disapprove** proposal for Steinbrecher for Frontier Trails SSD.

Discuss/Approve/Disapprove Zimmerman and Princeton Today Newspaper Insert – Case recommends soliciting for advertising and asked what the procedure is. **Case made a motion** for the Clerk to research this, **Walker seconded the motion. Motion carried.**

Discuss/Approve/Disapprove Request for Proposals (RFP) for Young Park Parking Lot Lighting – The City requested quotes for vendor supplied poles/lighting and quotes without vendor supplied items. The City received a quote for supplies only from LightMart for \$3601. Boe Electric's quote without supplies was \$6230 and with supplies was \$9630. Hubbard Electric's quote without supplies was \$7201.54 and with supplies was \$12,051.54. Starry Electric did not quote without supplies and the quote

for supplies was \$24,405. Case asked if there was information on this to avoid light pollution. Rush stated that this information was sent to the vendors. **Rush/Case unanimous to approve** Boe Electric for \$9630 which includes supplies.

Discuss/Approve/Disapprove Additional Surveying at North Elk Lake Loop – City Engineers created a map of what was staked at the North Elk Lake Loop as well as photo's taken after the initial survey. **Case made a motion** for surveyors to go out for another hour to reapply stakes. **Walker seconded the motion** but requested pictures be taken of the stakes after they are installed. **Rush disapproved, motion carried.**

New Business:

Schedule Budget Meeting – Swanson stated that this is to review the preliminary budget that was sent to the County on September 30th, 2025. **Rush/Walker unanimous to approve** October 21st, 2025 at 7:00 p.m. Ehler's to be at the meeting per Swanson.

Discuss Culvert Maintenance – Public Works Supervisor, Good, prepared a culvert maintenance memo requesting City Council decision on culvert maintenance needed within the City. Option one was to remain reactive. Option two was to create a culvert inventory and condition rating and the third option was to tie culverts to road projects. Case asked if there was a policy in place and Rush stated there isn't. This is for discussion only at this time.

Discuss Builder Delinquent Driveways – Rush stated that inspections have been sent to the City Engineer. The rest of the driveways, that needed to be completed by October 1st, 2025, were communicated to the Clerk regarding completion dates.

Discuss/Approve/Disapprove Switching Roads Contact Number One to Jay – Swanson would like a procedure and a visioning session as a City Council regarding what the Public Works Department should look like in 5 years. Rush would like to recommend Walker as road supervisor number one. Rush stated that Walker is in the industry and knows the city roads well. Case also recommends a visioning session to discuss Public Works. **Swanson made a motion** to schedule this visioning session for November 10th at 7:00 p.m. **Case seconded the motion, motion carried.** Ruppe asked if the Engineers or Legal Staff should be present at this meeting and Swanson stated not at this time. **Rush/Case unanimous to approve** Walker as Road Supervisor number one and Rush as Road Supervisor number two. **Motion carried.**

Discuss Empowering Small Minnesota Communities Program – **Rush/Walker unanimous to table** until the October 20th, 2025, City Council meeting.

Discuss Laserfiche – Quote received from CDI was for \$3150 for initial setup and then \$1200.00 annually. **Case/Walker unanimous to approve** Laserfiche quote for \$3150.00 for initial setup and \$1200.00 annually.

Jeff Holm arrived at 8:18 p.m.

Discuss/Approve/Disapprove Partial Payment to SealPros – Rush stated the contractor is requesting a 75% payment for what's been completed for the crack sealing project. Rush went on to say that SealPros was \$30,000-\$35,000 lower than the rest of the bidders. This project was supposed to be a two-week install. Rush stated at the preconstruction meeting, there were three issues called out which were the two different rubbers to be used, the special aggregate, and the training certificate. The City Engineer sent a template on what retainage could be kept and how much prepayment could be given. Public Works Supervisor determined that on a day and a half inspection he found the amount could be paid would be \$19,741.50. Good, Public Works Supervisor, stated there were some deficiencies and the number cannot be arbitrary per the City Engineer. Ruppe stated that he would need to review the contract. Swanson stated that the contractor has been working on this for four weeks and should have more than \$20,000 of the work completed. Swanson stated that the City Council does not have an amount to approve at this meeting. Ruppe, City Attorney, stated that deficient work should be documented along with pictures. **Rush/Walker unanimous to approve** Public Works Supervisor, Good, to proceed and complete progress of crack sealing project.

Discuss/Approve/Disapprove October – December 2025 Newsletter –
Case/Walker unanimous to approve October – December 2025 newsletter.

Discuss/Approve/Disapprove Expenditure Limits – Rush/Walker unanimous to
table until the October 20th, 2025 City Council meeting.

Announcements:

- a. City Hall Closed Monday, October 13th, 2025 in Observance of Columbus Day
- b. Special Planning Commission Meeting Wednesday, October 15th, 2025 at 7:00 p.m.
- c. Park Committee Meeting Thursday, October 16th, 2025 at 7:00 p.m.
- d. Next City Council Meeting Monday, October 20th, 2025 at 7:00 p.m.
- e. Infrastructure Committee Meeting Thursday, October 30th, 2025 at 7:00 p.m.

Any Other Business – Swanson/Case unanimous to approve certificate, letter and card to Planning Commissioner, Richard Marshall.

Approve Bills for Payment – Holm/Case unanimous to approve check numbers 28936 – 28953 for \$74,568.97 and 8 EFT payments for \$8710.40 for a total of \$83,279.37.

Adjourn – Holm/Walker unanimous to adjourn at 8:53 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, Ron & Cindy Messer, Julie Weidenborner, Jeff Larsen, Public Works Supervisor; Zac Good, Ed Stofferahn, Baldwin Assistant Fire Chief; Robin Fischer, Bruce West

Kayla Nielsen

From: Calvin Schmock <cal-schmock@hotmail.com>
Sent: Thursday, October 16, 2025 10:50 AM
To: Kayla Nielsen
Subject: letter of resignation

To the Baldwin City Council,

It is with a heavy heart that I am offering my **letter of resignation** to my position of **Baldwin Planning and Zoning Commissioner**.

I have appreciated this opportunity and it has been an ultimate pleasure serving my community.

I am proud of the work my colleagues and I have produced over the course of our transformation from Township to City.

I believe we have established a firm foundation to ensure our future growth will be respectful to the Land and beneficial to the future generations.

I am excited to explore new opportunities that have been presented to me over the last year and I have no doubt that our community will be in good hands as we move forward.

My last night of service is scheduled for next Wednesday, October 22, 2025.

I expect a smooth transition as we have a well qualified candidate to fill my vacant seat.

with sincere gratitude and respect,

Calvin R. Schmock
12212 283rd Ave.
Baldwin City, MN 55371



3601 Thurston Avenue
Anoka, MN 55303
763.231.5840
TPC@PlanningCo.com

MEMORANDUM

TO: Baldwin Mayor and City Council

FROM: D. Daniel Licht

DATE: 16 October 2025

RE: Baldwin – Planning Commission

TPC FILE: 269.01

BACKGROUND

The Planning Commission has two vacancies. Richard Marshall resigned early this fall, while Cal Schmock announced his intent to resign at the 15 October 2025 meeting.

Interviews had been conducted at the Planning Commission Special Meeting on 17 September 2025 for applicants to applying for appointment to Mr. Marshall's position. The people interviewed included Cartrell Cooper, Mary Larson, Rose Mary Walker, and Bruce West. The interviews consisted individual sessions with each applicant using a preset list of 10 questions, with follow up questions from the Commissioners.

The Planning Commission discussed the candidate interviews on 15 September 2025 to discuss recommends to the City Council. The Planning Commission agreed to consider the current applicants for Mr. Schmock's position as well. The Planning Commission voted 7-0 to recommend the City Council appoint Bruce West to the seat vacated by Mr. Marshall and Mary Larson to complete the term of Mr. Schmock.

The City Council will consider Planning Commission appointments at their meeting on 20 October 2025.

POSSIBLE ACTION

Motion to adopt Resolution 25-25 making appointments to the Planning Commission.

- c. Joan Heinen, City Clerk/Treasurer
Kayla Nielsen, Deputy City Clerk

RESOLUTION NO: 25-25

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

APPOIINTMENTS TO PLANNING COMMISSION

WHEREAS, the City has established a Planning Commission to advise the City Council; and

WHEREAS, individuals are appointed to serve on the Planning Commission in accordance with Ordinance No. 200 and the by the bylaws of Planning Commission; and

WHEREAS, there are two declared vacancies on the Planning Commissions requiring the City Council to make appointments to complete the vacant terms; and

WHEREAS, the Planning Commission interviewed applicants for appointment at their Special Meeting on 17 September 2025; and

WHEREAS, the Planning Commission at their meeting on 15 October 2025 voted to recommend the City Council individuals to be appointed to the Planning Commission.

NOWHEREFORE BE IT RESOLVED BY THE BALDWIN CITY COUNCIL THAT based on the foregoing information and applicable ordinances, the following individuals are hereby appointed to the Planning Commission effective November 1, 2025:

1. Seat A (term ending 2027): Bruce West
2. Seat F (term ending 2026): Mary Larson

(remainder of page intentionally blank signatures follow)

ADOPTED by the Baldwin City Council this 20th day of October, 2025.

MOTION BY:

SECOND BY:

ALL IN FAVOR:

THOSE OPPOSED:

CITY OF BALDWIN

Jay Swanson, Mayor

ATTEST:

Joan Heinen, City Clerk/Treasurer



**Hakanson
Anderson**

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



MEMORANDUM

TO: City Council

CC: Joan Heinen, City Clerk
Shane Nelson, Hakanson Anderson

FROM: Sam Jochum, Hakanson Anderson

DATE: October 20, 2025

RE: Sink Hole Geo Report

The Geotechnical Report prepared by Haugo is attached.

If the City would like their engineer involved with the preparation of a Request for Quotes for the sinkhole repairs, we would recommend that the City Council table this item until a future meeting.

If City Staff will be handling the Request for Quotes in house, we would recommend that the City Council have a brief discussion to determine the scope (i.e. prioritize the sink holes and repair individually or repair all of them under a single contract).

September 25, 2025

Project Number: 25-0398

City of Baldwin
c/o Hakanson Anderson
Attn: Sam Jochum
3601 Thurston Avenue
Anoka, MN 55303

RE: Geotechnical Exploration Report, 2025 Roadway Improvements, Sink Hole
Exploration, Baldwin, Minnesota

Dear Mr. Jochum:

We have completed the geotechnical exploration report for the 2025 Roadway Improvement, Sink Hole Exploration project in Baldwin, Minnesota. Twelve soil borings were advanced along the various roadway alignments to determine existing bituminous pavement section thicknesses and to characterize subsurface soil and groundwater conditions.

Very briefly, the cause of the observed sink holes is likely the result of a combination of factors including but not limited to 1) organic soils or organic materials within the soil, 2) very loose soil conditions, 3) frost susceptible soils and 4) an aged and/or inadequate pavement section.

Specific details regarding our procedures, results and recommendations follow in the attached geotechnical exploration report.

Thank you for the opportunity to assist you on this project. If you have any questions or need additional information, please contact Lucas Mol or Paul Gionfriddo at 612-729-2959.

Sincerely,

Haugo GeoTechnical Services, LLC



Lucas Mol
Project Manager



Paul S. Gionfriddo, P.E.
Senior Engineer

GEOTECHNICAL EXPLORATION REPORT

PROJECT:

2025 Roadway Improvements
Sink Hole Exploration
Baldwin, Minnesota

PREPARED FOR:

City of Baldwin
c/o Hakanson Anderson
3601 Thurston Avenue
Anoka, MN 55303

PREPARED BY:

Haugo GeoTechnical Services LLC
2825 Cedar Avenue S
Minneapolis, MN 55407

Haugo GeoTechnical Services Project: 25-0398

September 22, 2025

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.



Paul Gionfriddo, P.E.
Senior Engineer
License Number: 23093



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1.0 INTRODUCTION

1.1 Project Description

The City of Baldwin in conjunction with their civil engineers, Hakanson Anderson, is evaluating the roadways within three areas of the city. These areas are;

- Project Area 1 - Sink Hole Improvements.
- Project Area 2 - 303rd Avenue Street Improvements.
- Project Area 3 - 305th Avenue Street Improvements.

To aid in those evaluation, Hakanson Anderson, on behalf of the city, solicited bids to perform a geotechnical exploration for each project area. Haugo GeoTechnical Services (HGETS), was the successful bidder for 3 projects.

This report presents the results of the 12 soil borings advanced within the Sink Hole Improvements Area. Briefly; we understand that "sink holes" have developed along some of the roadways, resulting in dips or depressions within the roadway surface. The cause of the sink holes is unknown.

1.2 Purpose

The purpose of this geotechnical exploration was to determine the existing bituminous pavement section thicknesses, characterize subsurface soil and groundwater conditions and provide an opinion as the cause of the sink holes and provide recommendations for roadway design and construction.

1.3 Site Description

The approximate sink hole locations are;

- 138th Street NW between 293rd Avenue NW and 290th Avenue NW.
- Elk Lake Road E near the address 28442 Elk Lake Road E.
- 289th Avenue near the intersection of 290th Avenue NW.
- Lake Dann road between 277th Avenue NW and 279th Avenue NW.
- 282nd/283rd Avenue loop west of 128th Street NW.
- 289th/290th Avenue loop west of 128th Street NW.
- 120th Street NW near the address 28841 120th St. NW.
- 100th Street NW between 277th Avenue and 283rd Avenue NW.

Each street is a 2-lane bituminous surfaced roadway that provides access to single family homes. The streets do not have curb & gutter and runoff is directed to ditches on both sides of the roadways. The streets were noted to contain numerous cracks and patched areas.

The roadway/pavement surface was relatively level but varied along the alignments and varied between the different areas within the city. Overall, ground surface elevations at the boring locations ranged from about 969 to 1009 feet above mean sea level.

1.4 Scope of Services

Our scope of services was performed in accordance with a Request for Quotations (RFQ) from Hakanson Anderson that was dated April 28, 2025. Our scope of service included the following tasks:

- Performing 12 standard penetration test borings each to a nominal depth of 10 feet.
- Obtaining 12 pavement cores to measure the thickness of the existing bituminous and aggregate base.
- Visually/manually classifying samples recovered from the soil borings.
- Performing laboratory tests on selected samples.
- Preparing soil boring logs describing the materials encountered and the results of groundwater level measurements.
- Preparing an engineering report describing soil and groundwater conditions and providing an opinion as the cause of the observed sink hole and recommendations for roadway construction/reconstruction.

1.5 Documents Provided

We were provided with a 5-page RFQ that was prepared by Hakanson Anderson and was dated April 28, 2025. The RFQ included but was not limited to; a scope of services, soil boring requirements and also included a soil boring location exhibit.

1.6 Locations and Elevations

The boring and core locations were selected by Hakanson Anderson and marked in the field in advance our field work by the City of Baldwin. The approximate locations of the soil borings are shown on "Exhibit 1 - Proposed Soil Boring Locations at Sinkholes" in the Appendix. The exhibit was prepared by and provided by Hakanson Anderson.

HGTS obtained ground surface elevations at the soil boring locations using GPS technology based on the US State Plane Coordinate System. Elevations are presented on the boring logs.

2.0 FIELD PROCEDURES

The 12 standard penetration test borings were advanced on August 11th and 12th, 2025 by HGTS with a rotary drilling rig, using continuous flight augers to advance the boreholes. Representative samples were obtained from the borings, using the split-barrel sampling procedures in general accordance with ASTM Specification D-1586. In the split-barrel sampling procedure, a 2-inch O.D. split-barrel spoon is driven into the ground with a 140-pound hammer falling 30 inches. The number of blows required to drive the sampling spoon the last 12 inches of an 18-inch penetration is recorded as the standard penetration resistance value, or "N" value. The results of the standard penetration tests are indicated on the boring logs. The samples were sealed in containers and provided to HGTS for testing and soil classification.

A field log for each boring was prepared by the HGTS drill crew. The logs contained visual classifications of the soil materials encountered during drilling, as well as the driller's interpretation of the subsurface conditions between samples and water observation notes. The final boring logs included with this report represent an interpretation of the field logs and include modifications based on visual/manual method observation of the samples.

The soil boring logs, general terminology for soil description and identification, and classification of soils for engineering purposes are also included in the appendix. The soil boring logs identify and describe the materials encountered, the relative density or consistency based on the Standard Penetration resistance (N-value, "blows per foot") and groundwater observations.

The strata changes were inferred from the changes in the samples and auger cuttings. The depths shown as changes between strata are only approximate. The changes are likely transitions; variations can occur beyond the location of the borings.

The bituminous cores were obtained in conjunction with the soil borings with a 4-inch diameter diamond studded core barrel using wet coring techniques.

3.0 RESULTS

3.1 Geologic Setting

According to published information the soils in the sink hole exploration area consist of Wetland Sediments, Glacial Lake Sediments, Glacial Outwash deposits. The wetland sediments are described as decomposed organic matter (peat) deposited in marshes and ponded water but also includes minor alluvial deposits along streams and as well as beach deposits. The Glacial Lake Sediments are described as fine-grained sands and silty sands and the Glacial Outwash is described as sand and gravelly sand (Geologic Atlas of Sherburne County Minnesota, Minnesota Geological Survey, Atlas C-32 Part A, 2013).

Bedrock below the site is reported to consist of sandstone and is reported to lie about 150 feet, or deeper, below the project area (Geologic Atlas of Sherburne County Minnesota, Minnesota Geological Survey, Atlas C-32 Part A, 2013).

3.2 Pavement

Pavements The pavement sections consisted of varying thicknesses of bituminous and aggregate base. Bituminous thicknesses ranged from about 1 to 6 ½ inches but mostly ranged from about 1 ¾ to 4 inches thick. Aggregate base thicknesses ranged from about 2 ½ to 7 ½ inches thick.

The observed pavement section thicknesses are summarized in Table 1. The subgrade soil type is also summarized in the table.

Table 1. Summary of Existing Roadway Section

Boring Number	Approximate Bituminous Thickness (inches)†	Approximate Aggregate Base Thickness (inches)†	Subgrade Soil Type
138th Street NW between 293rd Avenue NW and 290th Avenue NW.			
SB-1	1	4	Topsoil/Wetland Sediments – SP-SM
SB-2	2 ½	5	Topsoil/Wetland Sediments – SP-SM
289th Avenue near the intersection of 290th Avenue NW.			
SB-3	4	7 ½	Topsoil/Wetland Sediments – SP-SM
Elk Lake Road E near the address 28442 Elk Lake Road E.			
SB-4	4	5 ½	Topsoil/Wetland Sediments – SP-SM
Lake Dann Road between 277th Avenue NW and 279th Avenue NW.			
SB-5	2 ¼	5 ½	Topsoil/Wetland Sediments – SM
SB-6	3	2 ½	Topsoil/Wetland Sediments – SM
282nd/283rd Avenue loop west of 128th Street NW.			
SB-7	2	4	Glacial Lake Sediments – SP
289th/290th Avenue loop west of 128th Street NW.			
SB-8	2	3	Topsoil/Wetland Sediments – SM
SB-9	1 ¾	3	Topsoil/Wetland Sediments – SM
120th Street NW near the address 28841 120th St. NW.			
SB-10	1 ¾	5	Wetland Sediments – ML
100th Street NW between 277th Avenue and 283rd Avenue NW.			
SB-11	2	6	Topsoil/Wetland Sediments – SM
SB-12	6 ½	6	Fill – SP-SM

SP = Poorly Graded Sand SP-SM = Poorly Graded Sand with Silt SM = Silty Sand ML = Silt with Sand

3.3 Soil Conditions

The County Geologic Atlas described some of the near surface soils as Wetland Sediments which included peat. The near surface soils in the borings did not encounter peat and because of that they did not appear to be a true Wetland Sediment and appeared to be more similar to topsoil. We therefore described some of the near surface soils as Topsoil/Wetland Sediments.

Fill, Topsoil/Wetland Sediment and Buried Topsoil Below the pavement section 10 of the 12 soil borings encountered Fill, Topsoil/Wetland Sediments and/or buried topsoil that extended to depths ranging from about 7 to 14 ½ feet below the ground surface. The Fill, Topsoil/Wetland Sediments and/or buried topsoil consisted of silty sand and poorly graded sand with silt. These soils were dark brown or black in color.

Some wood was encountered in the Topsoil/Wetland Sediments at depths ranging from about 2 ½ to 5 feet below the pavement section at borings SB-2, SB-3, SB-6 and SB-9 and some ashes/cinders were noted in the Fill at boring SB-12 at about 2 ½ feet below the pavement section.

N-Values, shown as blows per foot (bpf) on the boring logs in the Fill and buried Topsoil ranged from 0 to 26 with most of the values less than 5 bpf, indicating the Fill had a very loose to medium dense relative density but was mostly very loose. The highest blow count (26 bpf) was recorded

at boring SB-2 at a depth of about 5 feet and was likely influenced by the wood encountered at that depth in the boring.

Native Glacial Lake Sediments and Glacial Outwash Below the pavement section, Fill, wetland sediments or buried topsoil the soil borings encountered native glacial lake sediments and glacial outwash deposits that extended to the termination depths of the borings. These deposits were composed predominantly of fine grained poorly graded sand, poorly graded sand with silt and silty sand corresponding to the ASTM Classifications SP, SP-SM and SM, respectively. Lesser amounts of sandy silt (ML) and silty clay (CL) were encountered at boring SB-10.

N-Values within the sandy soils ranged from 2 to 17 bpf, with most of the values less than 10 bpf indicating the native sands had a very loose to medium dense relative density but were mostly very loose to loose. N-Values within the clayey alluvium ranged from 5 to 9 bpf indicating a rather soft to rather stiff consistency.

3.3 Groundwater

Groundwater was encountered in soil boring SB-5 at about 10 feet below the ground surface corresponding to about elevation 959 feet above mean sea level (msl). Groundwater was not encountered in the remaining borings while drilling and sampling or after removing the auger from the boreholes.

We made water level measurements in the borings at the times and under the conditions stated on the boring logs. The period of observation was relatively short and fluctuations in the groundwater level may occur due to rainfall, flooding, irrigation, spring thaw, drainage, and other seasonal and annual factors not evident at the time the observations were made. The intensity and duration of these events or factors can significantly impact groundwater levels. In addition, "extreme" weather events or other events, such as flooding, spring thaw, etc., could result in groundwater levels higher than estimated or anticipated.

Groundwater monitoring wells or piezometers in conjunction with deeper borings would be required to more accurately determine water levels.

3.4 Laboratory Tests

Seven gradations (grain size analyses) tests were performed on samples of the aggregate base or possible aggregate base materials. We also performed moisture content tests, percent passing the #200 sieve (P-200) and organic content tests, on selected samples of the underlying subgrade soils.

Laboratory P-200 contents of the aggregate base materials ranged from about 6 to 15 ½ percent. New or "virgin" MN/DOT Class 5 aggregate base has a P-200 content between 3 and 10 percent. The P-200 portion of the laboratory gradations completed on the Aggregate Base or Possible Aggregate Base are presented on the boring logs. The full laboratory gradation results (Particle Size Distribution Report) are included in the Appendix.

P-200 contents in the underlying soils ranged from about 9 ½ to 12 percent with one sample at about 94 percent. Soil with P-200 content between 5 and 12 percent generally meet the ASTM classification SP-SM and soils with P-200 contents of 12 percent up to 50 percent generally meet the

ASTM classification SM. Soils with P-200 contents greater than 50 percent meet the classifications for silts and clays.

Laboratory moisture content within the underlying sandy subgrade soils (silty sand, poorly graded sand with silt and poorly graded sand) ranged from about 6 to 29 percent. These values indicate that the sandy soils were likely near or above their assumed optimum moisture content based on the standard Proctor test. Soils that will be excavated and reused as fill or backfill could require some moisture conditioning (drying) to meet the recommended compaction levels.

Table 2. Summary of Laboratory Analysis

Boring Number	Sample	Depth (feet)	Moisture Content (%)*	P-200 (%)*	Organic Content (%)*
SB-1	AU-1	Agg base	-	6 ½	-
SB-2	SS-8	2 ½	9	11	-
SB-3	AU-12	Agg Base	-	10	-
SB-3	SS-13	2 ½	10	11 ½	-
SB-4	SS-18	2 ½	6	10 ½	-
SB-5	AU-22	Agg Base	-	6	-
SB-5	SS-23	2 ½	13	12	3 ½
SB-6	SS-28	2 ½	6	-	2
SB-7	AU-32	Agg Base	-	7 ½	-
SB-8	SS-42	5	10 ½	-	2
SB-9	-	Agg Base	-	15 ½	-
SB-10	-	Agg Base	-	7 ½	-
SB-10	SS-49	2 ½	29	94	-
SB-11	-	Agg Base	-	9 ½	-
SB-11	SS-54	5	9 ½	-	3 ½
SB-12	SS-57	2 ½	14	9 ½	-

*Moisture contents and P-200 contents were rounded to the nearest ½ percent

3.5 OSHA Soil Classification

The soil encountered in the borings consisted predominantly of; silty sand, poorly graded sand with silt, and poorly graded sand with lesser amounts of silt with sand and silty clay corresponding to the ASTM classifications SM, SP-SM, SP, ML and CL, respectively. These soils will generally be Type C soils under Department of Labor Occupational Safety and Health Administration (OSHA) guidelines.

An OSHA-approved qualified person should review the soil classification in the field. Excavations must comply with the requirements of OSHA 29 CFR, Part 1926, Subpart P, "Excavations and Trenches." This document states excavation safety is the responsibility of the contractor. The project specifications should reference these OSHA requirements.

4.0 DISCUSSION AND RECOMMENDATIONS

4.1 Proposed Construction

Based on the RFQ and correspondence with Hakanson Anderson we understand that "sink holes" have developed along portions of some of the roadways, resulting in dips or depressions within the roadway surface. The cause of the "sink holes" is unknown. The purpose of this exploration program was to characterize subsurface soil and groundwater conditions in an effort to determine the cause of the observed sink holes. We understand that repairs or reconstruction of the roadways will depend, in part, on the result of this exploration. We assume that repairs could be localized to the immediate area of any observed sink holes or could be broader and include entire section of the roadway alignments.

For the purposes of this evaluation, we've assumed that any repairs will include completely removing and replacing the existing pavements. We further assume that no sanitary sewer or watermain utilities are planned at this time. However, we anticipate that culvert and/or storm sewer installations or replacements could be included in the project.

We anticipate that site grading will consist of earthwork necessary for sink hole repair, roadway reconstruction and culvert/storm sewer replacements, if any. We do not anticipate any significant changes in the roadway alignment or roadway grades. Cuts or fills involving permanent grade change, if any, are assumed to be less than 1 foot. Invert elevations or pipe burial depths for any storm sewer and/or culvert installation are anticipated to be on the order of 5 feet.

We were not provided any information regarding traffic volumes such as Average Annual Daily Traffic (AADT) counts or vehicle distribution for the roadways. We assumed these roadways will be utilized mainly by automobiles, light trucks and school buses with weekly use by heavier vehicles such as garbage trucks and UPS or FedEx type delivery vehicles. In accordance with the RFP the streets will be reconstructed as a 9-ton street and designed as a low volume (local) road. Based on that we estimate that the streets will be subjected to Equivalent Single Axle Loads (EASL's) significantly less than 50,000 over a design life of 20 years.

Changes in the nature, design, or location of all or parts of this project may occur. Likewise, if the proposed traffic volumes exceed these values we should be informed. Additional analyses and revised recommendations may be necessary.

4.2 Discussion

Based on the results of our exploration, the observed sink holes are likely the result of a combination of factors including, in no particular order; 1) organic soils or organic materials within the soil, 2) very loose soil conditions, 3) frost susceptible soils and 4) an aged and/or inadequate pavement section. A brief discussion these factors is presented in the following paragraphs. Additional discussion regarding soil moisture contents and groundwater conditions are also presented below.

Sink Holes The "sink holes" referred to in this report are likely not true sinkholes. Sinkholes are most common in what geologists' call, "karst terrain." These are regions where the types of rock below the land surface can naturally be dissolved by groundwater circulating through them. Soluble rocks such as limestone and other carbonate rock can dissolve over time due to water

infiltrating into the soil thus creating an underground space or cavern. The land usually stays intact for a period of time until the underground spaces just get too big. If there is not enough support for the land above the spaces, then a sudden collapse of the land surface can occur.

In this case the bedrock below the site is reported to be sandstone which is not a soluble rock. Further, the project area and Sherburne County in general are not known to contain karst terrain. We therefore assume that the "sink holes" description simply refers to depressions in the roadways.

Organic Soils The near surface soils consisted of Topsoil/Wetland Sediments, Buried Topsoil, Glacial Lake Sediments and Glacial Outwash that were composed predominantly of fine-grained silty sand and fine grained poorly graded sand with silt.

The Topsoil/Wetland Sediments and buried topsoil had organic contents ranging from about 2 to 3 ½ percent indicating the soils were slightly organic. Organic contents of this magnitude are typically not a concern below pavement areas. However, the topsoil/wetland sediments and buried topsoil contained pieces of wood. The quantity of wood and lateral extent of any wood in the soil was not determined as part of this exploration and is therefore unknown. Organic soils and soils containing organic materials, especially the wood, are generally compressible and can decompose and settle over time. For these reasons we do not recommend supporting new pavements on the topsoil/wetland sediments and buried topsoil and recommend that they be removed and replaced with suitable compacted engineered fill.

The wood was encountered in borings SB-2, SB-3, SB-6 and SB-9 at depths ranging from about 2 ½ to 5 feet below the pavement surface. Soil corrections to remove the wood will require excavations extending about 5 feet, or deeper. Excavations to depths greater than about 3 feet below the pavement section are typically not cost effective for the benefit gained. Because of that it might be possible to leave the wood in-place. If this option is selected you must be aware that wood (organic materials) will remain below the roadways and there is the potential for additional settlement and/or long-term settlement of the roadway surfaces and be willing to accept that risk.

Very Loose Soils The soils had a very loose relative density and are compressible in their current condition and can settle due to the associated traffic loads. We were not provided any information regarding traffic volumes or vehicle distribution such as Average Annual Daily Traffic (AADT) and were not provided any information regarding the first appearance of the sinkholes. We assume the sinkholes have appeared sporadically and have gradually progressed in size and depth over time. The cause of any sinkholes could be due, in part, to the very loose soil conditions settling over time and any increases in traffic volumes and heavier vehicles.

Frost Susceptible Soils The near surface soils consisted mostly of silty sand (SM) and poorly graded sand with silt (SP-SM) which are generally suitable for pavement and/or pipe support. However, the silty sand soils are frost susceptible materials and can heave if they become saturated and freeze. These soils can also lose strength when they thaw which can result in cracks in the pavements, additional maintenance costs and reduced pavement and reduced pavement life. Sloping the pavement surfaces to direct water away from the pavement surfaces can aid in reducing the potential for water to accumulate below the pavement section and potentially reduce the effects of frost heave.

The soil identified as poorly graded sand (SP) and poorly grades sand with silt (SP-SM) are well suited for pavement and/or pipe support and are considered non-frost susceptible soils and are also free draining materials.

Pavements We were not provided any information regarding the age of the existing pavements but based on a brief review of historical aerial photographs available on Google Earth it appears that the streets were constructed prior to 2000 and likely prior to 1991. Based on that we assume the pavement are at least 25 years old and possibly older and are approaching or have exceeded their assumed 20-year design life.

We observed longitudinal and transvers cracks with some "alligator" or fatigue cracking of the pavement surfaces. The cracking observed could be the result of a combination of factors including; inadequate pavement thickness, pavement age, poor joint construction, shrinkage, expansion and contraction of the pavement surface and possibly frost action/frost heave. Alligator or fatigue cracking can be symptomatic of poor subgrade soils and/or inadequate pavement thickness. The pavement cores were measured to vary from about 1 to 6 ½ inches thick with most of the cores less than 3 inches thick. For a rural 9-ton street we would anticipate a minimum bituminous thickness of at least 3 ½ inches. The existing pavement section may have meet the design requirements for the traffic volumes and vehicle distribution at the time of construction but likely do not provide the required strength to meet the current traffic volumes. It is possible that the sink holes observed could be due to an inadequate pavement section thickness.

Aggregate Base An aggregate base layer was observed below the pavements at each boring location. Laboratory testing indicated that most of the samples meet the range of MN/DOT gradation specifications for Class 5 aggregate base but the aggregate base at borings SB-9 and SB-10 did not meet MN/DOT gradation requirements. It is possible that the aggregate base was initially placed as new or virgin Class 5 aggregate base but has degraded over time possibly due to vehicle traffic and freeze-thaw cycles.

Laboratory Moisture Contents Laboratory moisture content of the soils ranged from about 6 to 29 percent with most of the values between 6 and 14 percent indicating that the soils were likely near or above their assumed optimum soil moisture content. Soils that will be reused as fill or backfill may need to moisture conditioned (dried) to meet the recommend compaction levels. Summer months are typically more favorable for drying wet soils.

Groundwater Groundwater was encountered in 1 of the soil borings at about 10 feet below the ground surface. We do not anticipate that groundwater will be encountered during pavement construction/reconstruction or culver installation, if any, and we do not anticipate that dewatering will be required.

4.3 Utility Recommendations

We anticipate that new culvert and/or storm sewer utilities could be installed as part of this project. We further anticipate that new utilities will bear at depths about 5 feet below the ground surface. At these depths, we anticipate that the pipes will bear on the sandy soil encountered in the borings or compacted engineered fill which in our opinion are suitable for pipe support.

We recommend removing all vegetation, organic soils, wood, buried topsoil and any soft or otherwise unsuitable soils, if any, beneath utilities prior to placement.

We assume that open cut excavation techniques will be used for pipe installation. We further assume that typical excavations depths will be on the order of 5 feet below the ground surface. At typical 1:1 excavation backslopes, the excavation will extend about 5 feet beyond the edge of the excavation. The excavation may extend into/onto adjacent properties or the adjacent roadways posing a risk of undermining structures on those properties or roadways. In addition, the soils could slough as they are excavated resulting in side slopes flatter than 1:1 further increasing the horizontal limits of the excavation. If site constraints will limit the excavation, trench boxes or temporary shoring may be required.

Backfilling We understand that in most cases new pavements will be constructed over the top of the utility trench(s) and that soil excavated for pipe installations, if any, will be placed back in the excavations, to the greatest extent possible. The sandy soils encountered in the borings are generally suitable for reuse as fill or backfill. As noted above the soils were likely near or above their assumed optimum moisture content and may need to be moisture conditioned (dried) to meet the recommended compaction levels

If encountered, we do not recommend re-using topsoil, buried topsoil, organic soils or soils that are black in color for pipe support or for fill or backfill below roadways. It may be possible to re-use these materials in "green areas", if any.

We recommend bedding material be thoroughly compacted around the pipes. We recommend trench backfill above the pipes be compacted to a minimum of 95 percent beneath pavements, the exception being within 3 feet of the proposed pavement subgrade, where 100 percent of standard Proctor density is required. In landscaped areas we recommend a minimum compaction of 90 percent.

4.4 Pavement Recommendations

The City of Baldwin may have standard plates that dictate bituminous pavement design. If so, we assume the pavements be designed in accordance with the appropriate standard plates. The following paragraphs provide general pavement recommendations in the absence of standard plates.

Reconstruction In areas that will be reconstructed we recommend removing all vegetation and topsoil, if any, and all pavements, aggregate base organic soils, wood and any soft or otherwise unsuitable materials from beneath the pavement subgrade. Based on the borings excavations to remove these materials will likely extend about 5 feet or deeper below the existing pavement surfaces. Prior to placing the aggregate base (Class 5) we recommend compacting the subgrade soils to provide a more uniform surface and to identify soft, weak, loose or unstable areas that may require additional subcuts.

Backfill, if needed, to attain pavement subgrade elevation can consist of any mineral soil provided it is free of organic material or other deleterious materials but recommend additional fill, if needed, consist of soils similar to the soils at a particular local to reduce the potential for creating areas below the pavement section that could collect water.

Granular fill classified as SP or SP-SM should be placed within 65 percent to 105 percent of its optimum moisture content as determined by the standard Proctor. Other fill soils should be placed with moisture contents within a range of 1 percentage point below and 3 percentage points above its optimum moisture content. The upper 3 feet of fill and backfill should be compacted to a minimum of 100 percent of its standard Proctor maximum dry density.

R-Values Laboratory tests to determine the soils Hveem Stabilometer R-Value (R-Value) was beyond the scope of this project. Table 3 provides a summary of the assumed subgrade R-values. These values were obtained from the MN/DOT, Geotechnical & Pavement Manual (2007).

Table 3. Summary of R-Values

Soil Type (ASTM)	Soil Description	Assumed R-Value
SM	Silty Sand	30
ML	Silt with Sand	20

Recommended Pavement Section Thickness

We used the MN/DOT MNPAVE flexible pavement soft wear to calculate the pavement section thicknesses. It should be noted that the pavement sections presented below are not absolutes. Depending on serviceability expectations, material availability, and cost, there could be circumstances under which alternative sections will be more practicable.

Table 4. Recommended Minimum Pavement Section Thickness

Assumed Maximum ESAL's (9-ton)	Assumed R-Value	Required GE	Bituminous Pavement (inches)	Aggregate Base (inches)
<50,000	30	10	3 ½	6
<50,000	20	11.1	3 ½	6

GE = Granular Equivalency

4.4 Materials

We recommend aggregate base meeting MN/DOT specification 3138 for Class 5 aggregate base. We recommend the aggregate base be compacted to 100 percent of its maximum standard Proctor dry density.

We recommend that the bituminous wear and base courses meet the requirements of MN/DOT Specification 2360. We recommend the bituminous pavements be compacted to at least 93% of the maximum theoretical density for non-wear mix types and at least 92% of the maximum theoretical density for wear mix types.

If the improvements will include curb and gutter repair, we recommend specifying concrete that has a minimum 28-day compressive strength of 4,500 psi. We recommend specifying 5 to 8 percent entrained air for exposed concrete to provide resistance to freeze-thaw deterioration. We recommend slump, air content and compressive strength tests of Portland cement concrete.

5.0 CONSTRUCTION CONSIDERATIONS

5.1 Excavation

The soil encountered in the borings consisted predominantly of; silty sand, poorly graded sand with silt, and poorly graded sand with lesser amounts of silt with sand and silty clay corresponding to the ASTM classifications SM, SP-SM, SP, ML and CL, respectively. These soils will generally be Type C soils under Department of Labor Occupational Safety and Health Administration (OSHA) guidelines.

Temporary excavations in Type C soils should be constructed at a minimum of 1 foot horizontal to every 1 foot vertical within excavations. Slopes constructed in this manner may still exhibit surface sloughing. If site constraints do not allow the construction of slopes with these dimensions, then temporary shoring may be required.

5.2 Observations

A geotechnical engineer or qualified engineering technician should observe the excavation subgrade to evaluate if the subgrade soils are similar to those encountered in the borings and adequate to support the proposed construction.

5.3 Backfill and Fills

Site soils that will be excavated and reused as backfill and fill appear to be below their assumed optimum moisture content. We anticipate it may be necessary to moisture condition (wet) these soils to achieve the recommended compaction. We recommend that fill and backfill be placed in lifts not exceeding 4 to 12 inches, depending on the size of the compactor and materials used.

5.4 Testing

We recommend density tests of backfill and fills placed for the proposed roadway and utilities. Samples of the proposed materials should be submitted to our laboratory prior to placement for evaluation of their suitability and to determine their optimum moisture content and maximum dry density (Standard Proctor).

5.5 Winter Construction

If site grading and construction is anticipated to proceed during cold weather, all snow and ice should be removed from cut and fill areas prior to additional grading and placement of fill. No fill should be placed on frozen soil and no frozen soil should be used as fill or backfill.

Concrete delivered to the site should meet the temperature requirements of ASTM and/or ACI. Concrete should not be placed on frozen soil. Concrete should be protected from freezing until the necessary strength is obtained.

6.0 PROCEDURES

6.1 Soil Classification

The drill crew chief visually and manually classified the soils encountered in the borings in general accordance with ASTM D 2488, "Description and Identification of Soils (Visual-Manual Procedure)". Soil terminology notes are included in the Appendix. The samples were returned to our laboratory for review of the field classification by a soils engineer. Samples will be retained for a period of 30 days.

6.2 Groundwater Observations

Immediately after taking the final samples in the bottom of the borings, the holes were checked for the presence of groundwater. Immediately after removing the augers from the borehole the holes were once again checked and the depth to water and cave-in depths were noted.

7.0 GENERAL

7.1 Subsurface Variations

The analyses and recommendations presented in this report are based on data obtained from a limited number of soil borings. Variations can occur away from the borings, the nature of which may not become apparent until additional exploration work is completed or construction is conducted. A reevaluation of the recommendations in this report should be made after performing on-site observations during construction to note the characteristics of any variations. The variations may result in additional foundation costs and it is suggested that a contingency be provided for this purpose.

It is recommended that we be retained to perform the observation and testing program during construction to evaluate whether the design is as expected, if any design changes have affected the validity of our recommendations, and if our recommendations have been correctly interpreted and implemented in the designs, specifications and construction methods. This will allow correlation of the soil conditions encountered during construction to the soil borings and will provide continuity of professional responsibility.

7.2 Review of Design

This report is based on the design of the proposed structure as related to us for preparation of this report. It is recommended that we be retained to review the geotechnical aspects of the design and specifications. With the review we will evaluate whether any changes have affected the validity of the recommendations and whether our recommendations have been correctly interpreted and implemented in the design and specifications.

7.3 Groundwater Fluctuations

We made water level measurements in the borings at the times and under the conditions stated on the boring logs. The data was interpreted in the text of this report. The period of observation was relatively short and fluctuations in the groundwater level may occur due to rainfall, flooding, irrigation, spring thaw, drainage, and other seasonal and annual factors not evident at the time the observations were made. Design drawings and specifications and construction planning should recognize the possibility of fluctuations.

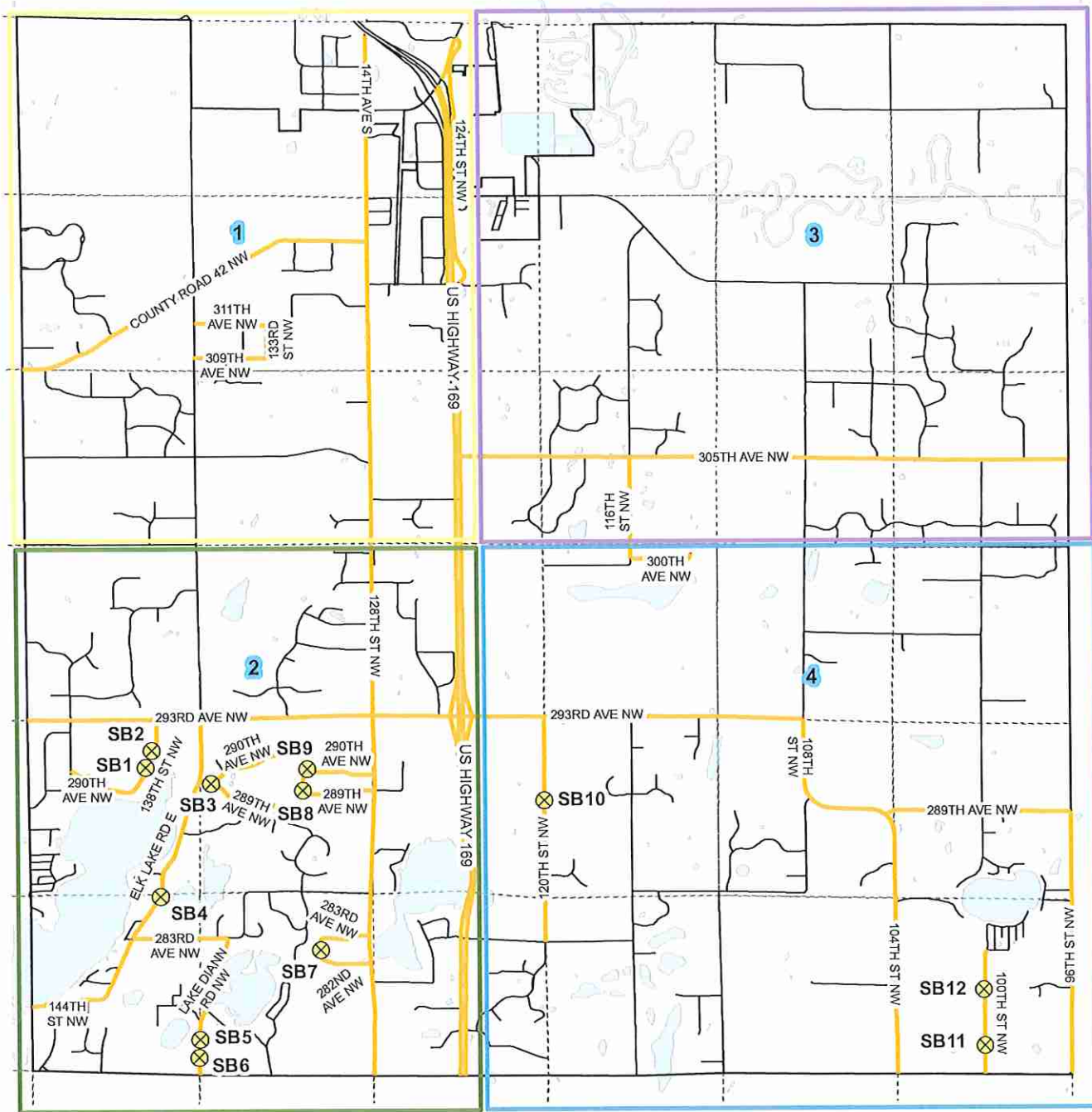
7.4 Use of Report

This report is for the exclusive use of City of Baldwin, Hakanson Anderson and their design team to use to design the proposed structure and prepare construction documents. In the absence of our written approval, we make no representation and assume no responsibility to other parties regarding this report. The data, analysis and recommendations may not be appropriate for other structures or purposes. We recommend that parties contemplating other structures or purposes contact us.

7.5 Level of Care

Haugo GeoTechnical Services, LLC has used the degree of skill and care ordinarily exercised under similar circumstance by members of the profession currently practicing in this locality. No warranty expressed or implied is made.

APPENDIX



**Hakanson
Anderson**

⊗ Boring Location

0 1,700 3,400 6,800
Feet



City of Badwin
Exhibit 1
Proposed Soil Boring
Locations at Sinkholes

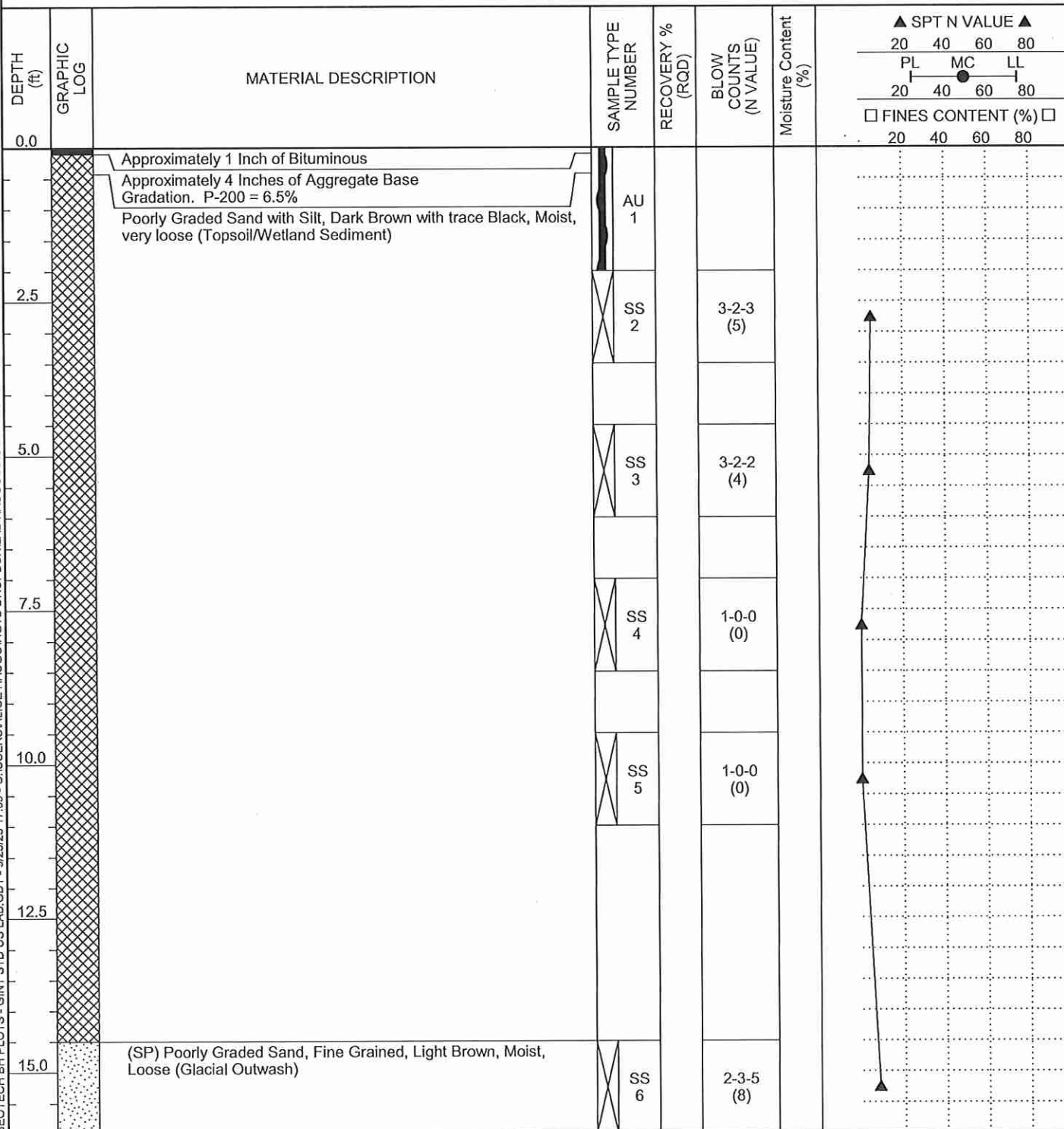


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BORING NUMBER SB-1

PAGE 1 OF 1

CLIENT City of Baldwin PROJECT NAME Sink Hole Improvements
PROJECT NUMBER 25-0398 PROJECT LOCATION Baldwin, MN
DATE STARTED 8/11/25 COMPLETED 8/11/25 GROUND ELEVATION 977.9 ft HOLE SIZE 3 1/4 inches
DRILLING CONTRACTOR HGTS- 45 GROUND WATER LEVELS:
DRILLING METHOD Hollow Stem Auger/Split Spoon AT TIME OF DRILLING --- Not Encountered
LOGGED BY NC/MS CHECKED BY PG AT END OF DRILLING --- Not Encountered
NOTES AFTER DRILLING --- Not Encountered



GEOTECH.BH PLOTS - GINT STD US LAB.GDT - 9/25/25 17:09 - C:\USERS\ALICE HAUGO\HGTS DROPBOX\LAB HAUGO\HAUGO GEOTECHNICAL SERVICES\GINT PROJECT BACKUP\PROJECTS\25-0398 BORING LOG DRAFTS.GPJ

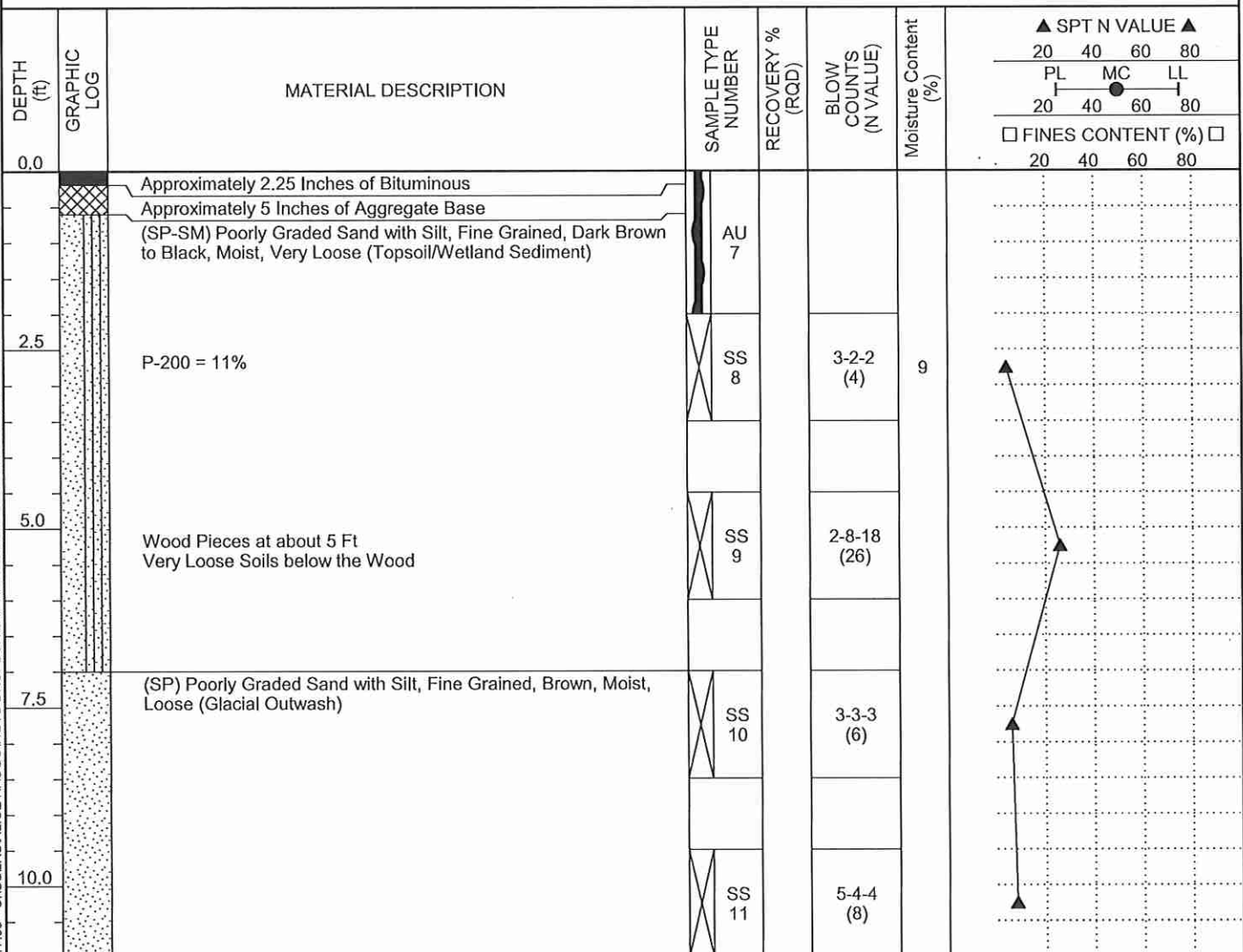


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BORING NUMBER SB-2

PAGE 1 OF 1

CLIENT City of Baldwin PROJECT NAME Sink Hole Improvements
PROJECT NUMBER 25-0398 PROJECT LOCATION Baldwin, MN
DATE STARTED 8/11/25 COMPLETED 8/11/25 GROUND ELEVATION 980.9 ft HOLE SIZE 3 1/4 inches
DRILLING CONTRACTOR HGTS- 45 GROUND WATER LEVELS:
DRILLING METHOD Hollow Stem Auger/Split Spoon AT TIME OF DRILLING --- Not Encountered
LOGGED BY NC/MS CHECKED BY PG AT END OF DRILLING --- Not Encountered
NOTES AFTER DRILLING --- Not Encountered



Bottom of borehole at 11.0 feet.



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BORING NUMBER SB-3

PAGE 1 OF 1

CLIENT City of Baldwin PROJECT NAME Sink Hole Improvements
PROJECT NUMBER 25-0398 PROJECT LOCATION Baldwin, MN
DATE STARTED 8/11/25 COMPLETED 8/11/25 GROUND ELEVATION 981.3 ft HOLE SIZE 3 1/4 inches
DRILLING CONTRACTOR HGTS- 45 GROUND WATER LEVELS:
DRILLING METHOD Hollow Stem Auger/Split Spoon AT TIME OF DRILLING --- Not Encountered
LOGGED BY NC/MS CHECKED BY PG AT END OF DRILLING --- Not Encountered
NOTES AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲ 20 40 60 80 PL MC LL 20 40 60 80 □ FINES CONTENT (%) □ 20 40 60 80
0.0		Approximately 4 Inches of Bituminous					
		Approximately 7.5 Inches of Aggregate Base Gradation P-200 = 10%					
		(SP-SM) Poorly Graded Sand with Silt, Fine Grained, Dark Brown with trace Black, Moist, Very Loose to Loose (Topsoil/Wetland Sediment)	AU 12				
2.5		P-200 = 11.5%	SS 13		3-1-1 (2)	10	
5.0		Wood Pieces at about 5 Ft	SS 14		3-6-2 (8)		
7.5		(SP-SM) Poorly Graded Sand with Silt, Fine Grained, Brown, Moist, Loose (Glacial Lake Sediment)	SS 15		3-3-4 (7)		
10.0			SS 16		3-3-4 (7)		

Bottom of borehole at 11.0 feet.



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BORING NUMBER SB-4

PAGE 1 OF 1

CLIENT City of Baldwin PROJECT NAME Sink Hole Improvements
PROJECT NUMBER 25-0398 PROJECT LOCATION Baldwin, MN
DATE STARTED 8/11/25 COMPLETED 8/11/25 GROUND ELEVATION 974.3 ft HOLE SIZE 3 1/4 inches
DRILLING CONTRACTOR HGTS- 45 GROUND WATER LEVELS:
DRILLING METHOD Hollow Stem Auger/Split Spoon AT TIME OF DRILLING --- Not Encountered
LOGGED BY NC/MS CHECKED BY PG AT END OF DRILLING --- Not Encountered
NOTES AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲ 20 40 60 80 PL MC LL 20 40 60 80 □ FINES CONTENT (%) □ 20 40 60 80
0.0		Approximately 4 Inches of Bituminous					
		Approximately 5.5 Inches of Aggregate Base					
		(SP-SM) Poorly Graded Sand with Silt, Dark Brown and Black, Moist, Very Loose (Topsoil/Wetland Sediment)	AU 17				
2.5		P-200= 10.5%	SS 18		2-1-1 (2)	6	
5.0			SS 19		0-0-0 (0)		
7.5		(SM) Silty Sand, Fine Grained, Brown, Moist, Medium Dense (Glacial Lake Sediment)	SS 20		6-8-8 (16)		
10.0			SS 21		6-7-10 (17)		

Bottom of borehole at 11.0 feet.



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BORING NUMBER SB-5

PAGE 1 OF 1

CLIENT City of Baldwin PROJECT NAME Sink Hole Improvements
PROJECT NUMBER 25-0398 PROJECT LOCATION Baldwin, MN
DATE STARTED 8/11/25 COMPLETED 8/11/25 GROUND ELEVATION 968.8 ft HOLE SIZE 3 1/4 inches
DRILLING CONTRACTOR HGTS- 45 GROUND WATER LEVELS:
DRILLING METHOD Hollow Stem Auger/Split Spoon ☒ AT TIME OF DRILLING 10.00 ft / Elev 958.80 ft
LOGGED BY NC/MS CHECKED BY PG AT END OF DRILLING ---
NOTES --- AFTER DRILLING ---

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲			
							20	40	60	80
0.0		Approximately 2.25 Inches of Bituminous Approximately 5.5 Inches of Aggregate Base (SM) Silty Sand, Fine Grained, Dark Brown to Black, Moist, Very Loose to Loose (Topsoil/Wetland Sediment)	AU 22							
2.5		P-200= 12% Organic Content- 3.5%	SS 23		2-3-2 (5)	13				
5.0			SS 24		0-0-1 (1)					
7.5		(SP-SM) Poorly Graded Sand with Silt, Fine Grained, Brown, Moist, Very Loose (Glacial Lake Sediment)	SS 25		3-2-2 (4)					
10.0			SS 26		3-2-2 (4)					

Bottom of borehole at 11.0 feet.

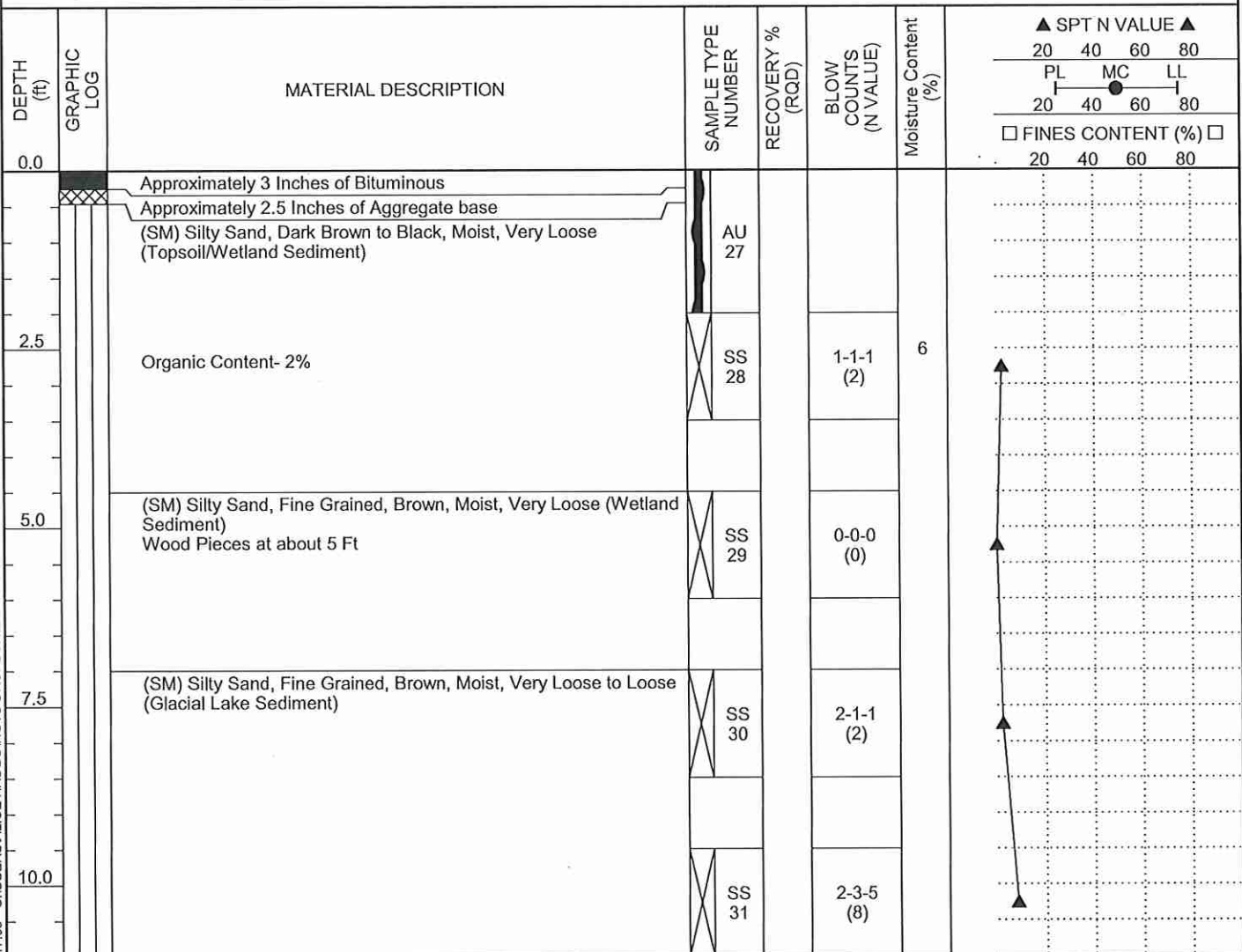


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BORING NUMBER SB-6

PAGE 1 OF 1

CLIENT City of Baldwin PROJECT NAME Sink Hole Improvements
PROJECT NUMBER 25-0398 PROJECT LOCATION Baldwin, MN
DATE STARTED 8/11/25 COMPLETED 8/11/25 GROUND ELEVATION 973.2 ft HOLE SIZE 3 1/4 inches
DRILLING CONTRACTOR HGTS- 45 GROUND WATER LEVELS:
DRILLING METHOD Hollow Stem Auger/Split Spoon AT TIME OF DRILLING --- Not Encountered
LOGGED BY NC/MS CHECKED BY PG AT END OF DRILLING --- Not Encountered
NOTES AFTER DRILLING --- Not Encountered





Haugo GeoTechnical Services
2825 Cedar Ave South
Minneapolis, MN, 55407
Telephone: 612-729-2959
Fax: 763-445-2238

BORING NUMBER SB-7

PAGE 1 OF 1

CLIENT City of Baldwin PROJECT NAME Sink Hole Improvements
PROJECT NUMBER 25-0398 PROJECT LOCATION Baldwin, MN
DATE STARTED 8/11/25 COMPLETED 8/11/25 GROUND ELEVATION 984 ft HOLE SIZE 3 1/4 inches
DRILLING CONTRACTOR HGTS- 45 GROUND WATER LEVELS:
DRILLING METHOD Hollow Stem Auger/Split Spoon AT TIME OF DRILLING --- Not Encountered
LOGGED BY NC/MS CHECKED BY PG AT END OF DRILLING --- Not Encountered
NOTES AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲ 20 40 60 80 PL MC LL 20 40 60 80 □ FINES CONTENT (%) □ 20 40 60 80
0.0		Approximately 2 Inches of Bituminous Approximately 4 Inches of Aggregate Base P-200= 7.5% (SP) Poorly Graded Sand, Fine Grained, Brown, Moist, Very Loose, Medium Dense (Glacial Lake Sediment)	AU 32				
2.5			SS 33		0-1-2 (3)		
5.0			SS 34		2-2-3 (5)		
7.5			SS 35		2-3-3 (6)		
10.0			SS 36		3-5-6 (11)		

Bottom of borehole at 11.0 feet.



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Fax: 763-445-2238

BORING NUMBER SB-8

PAGE 1 OF 1

CLIENT City of Baldwin PROJECT NAME Sink Hole Improvements
PROJECT NUMBER 25-0398 PROJECT LOCATION Baldwin, MN
DATE STARTED 8/12/25 COMPLETED 8/12/25 GROUND ELEVATION 984.5 ft HOLE SIZE 3 1/4 inches
DRILLING CONTRACTOR HGTS- 45 GROUND WATER LEVELS:
DRILLING METHOD Hollow Stem Auger/Split Spoon AT TIME OF DRILLING --- Not Encountered
LOGGED BY NC/MS CHECKED BY PG AT END OF DRILLING --- Not Encountered
NOTES AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲ 20 40 60 80 PL MC LL 20 40 60 80 □ FINES CONTENT (%) □ 20 40 60 80
0.0		Approximately 2 Inches of Bituminous Approximately 3 Inches of Aggregate Base (SM) Silty Sand, Dark Brown, Moist, Very Loose (Topsoil/Wetland Sediment)					
2.5			SS 41		1-0-1 (1)		
5.0		Silty Sand, Black, Moist, Very Loose (Buried Topsoil/Wetland Sediment) Organic Content= 2%	SS 42		1-1-1 (2)	10.5	
7.5			SS 43		0-0-0 (0)		
10.0		(SM) Silty Sand, Fine Grained, Brown, Moist, Loose (Glacial Lake Sediment)	SS 44		3-3-7 (10)		

Bottom of borehole at 11.0 feet.

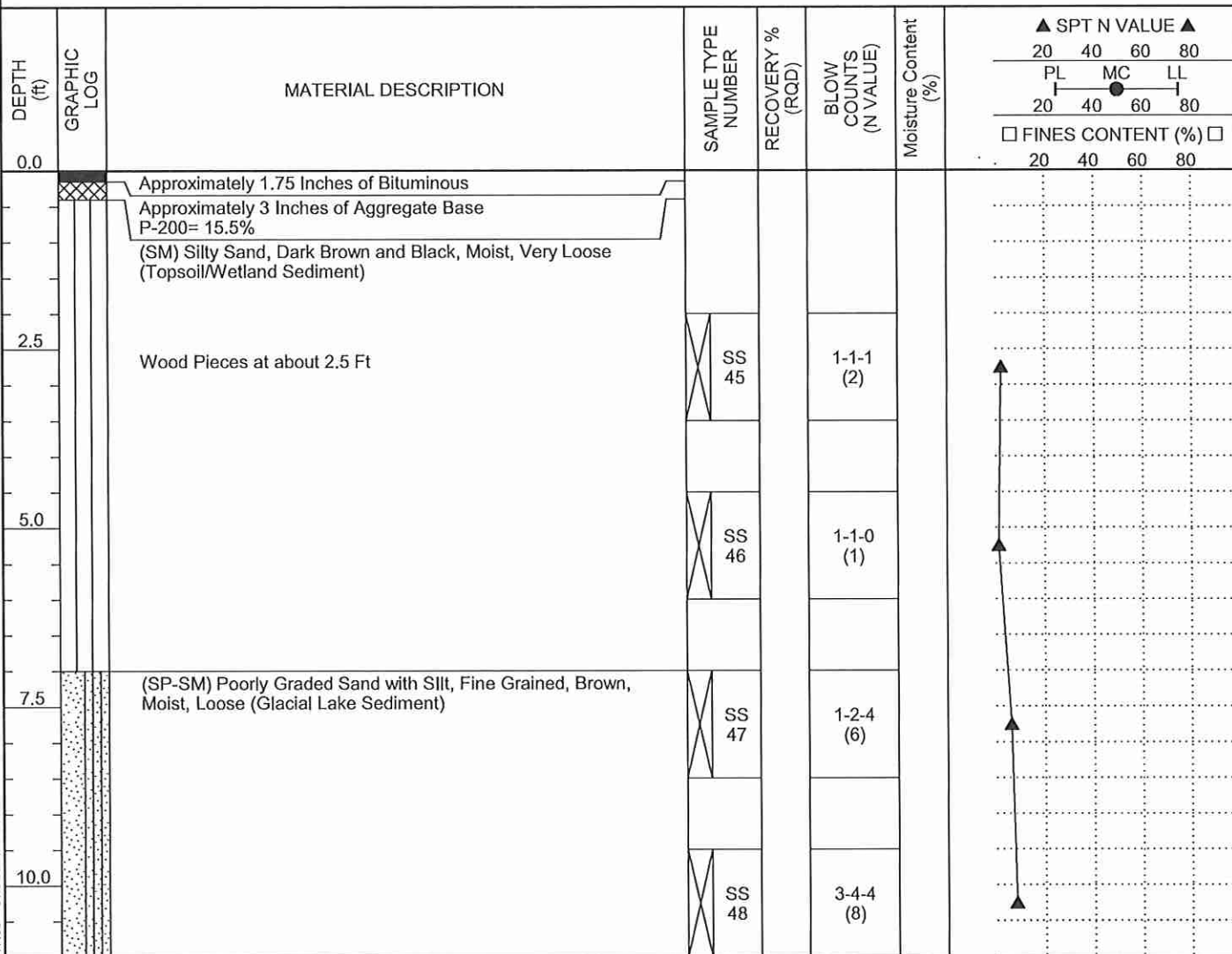


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BORING NUMBER SB-9

PAGE 1 OF 1

CLIENT City of Baldwin PROJECT NAME Sink Hole Improvements
PROJECT NUMBER 25-0398 PROJECT LOCATION Baldwin, MN
DATE STARTED 8/12/25 COMPLETED 8/12/25 GROUND ELEVATION 984.1 ft HOLE SIZE 3 1/4 inches
DRILLING CONTRACTOR HGTS- 45 GROUND WATER LEVELS:
DRILLING METHOD Hollow Stem Auger/Split Spoon AT TIME OF DRILLING --- Not Encountered
LOGGED BY NC/MS CHECKED BY PG AT END OF DRILLING --- Not Encountered
NOTES AFTER DRILLING --- Not Encountered



GEOTECH BH PLOTS - GINT STD US LAB.GDT - 9/25/25 17:09 - C:\USERS\ALICE HAUGO\HGTS DROPBOX\LAB HAUGO\HAUGO GEOTECHNICAL SERVICES\GINT PROJECT BACKUP\PROJECTS\25-0398 BORING LOG DRAFTS.GPJ

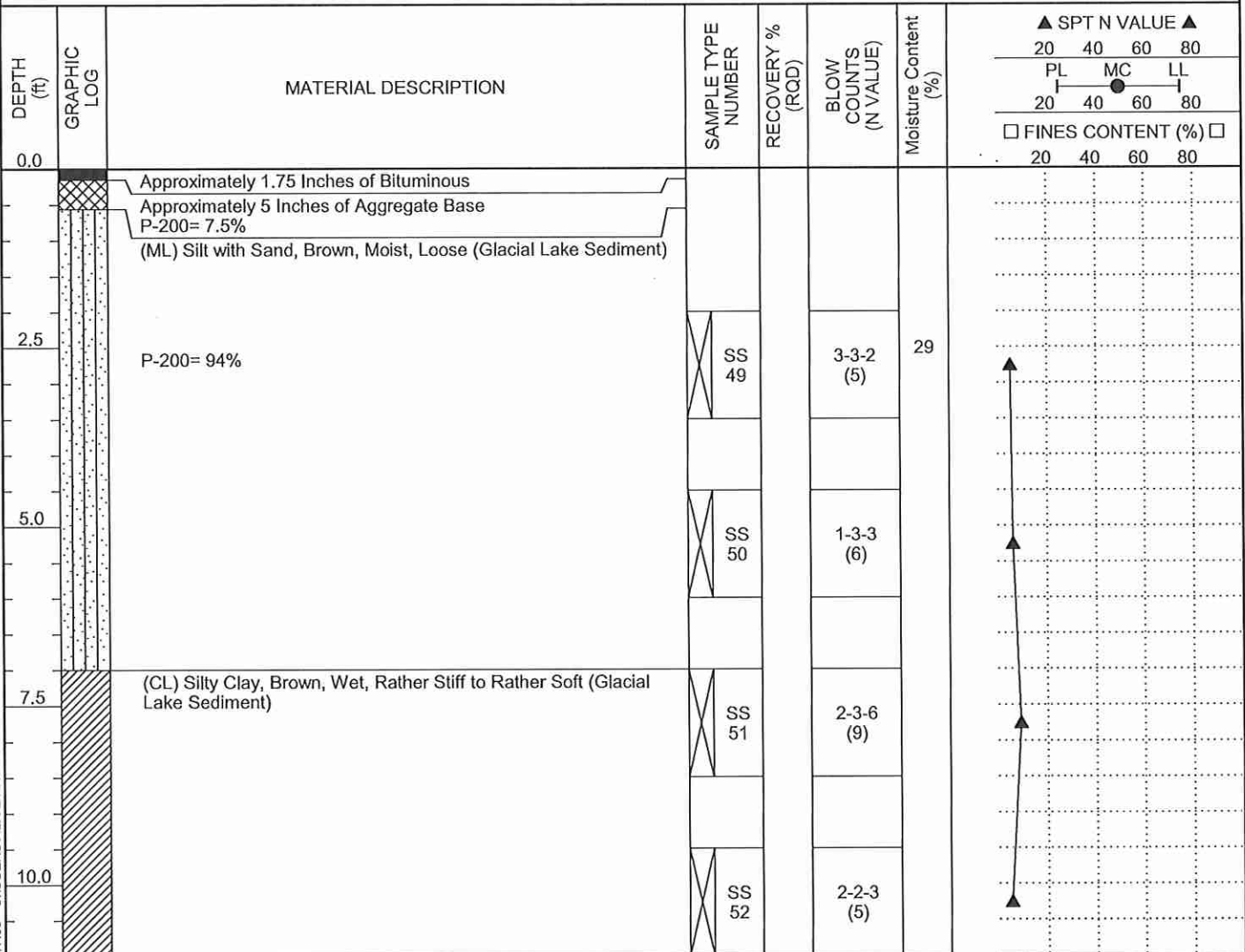


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Fax: 763-445-2238

BORING NUMBER SB-10

PAGE 1 OF 1

CLIENT City of Baldwin PROJECT NAME Sink Hole Improvements
PROJECT NUMBER 25-0398 PROJECT LOCATION Baldwin, MN
DATE STARTED 8/12/25 COMPLETED 8/12/25 GROUND ELEVATION 1008.8 ft HOLE SIZE 3 1/4 inches
DRILLING CONTRACTOR HGTS- 45 GROUND WATER LEVELS:
DRILLING METHOD Hollow Stem Auger/Split Spoon AT TIME OF DRILLING --- Not Encountered
LOGGED BY NC/MS CHECKED BY PG AT END OF DRILLING --- Not Encountered
NOTES AFTER DRILLING --- Not Encountered



GEOTECH BH PLOTS - GINT STD US LAB.GDT - 9/25/25 17:09 - C:\USERS\ALICE HAUGO\HGTS DROPBOX\LAB HAUGO\HAUGO GEOTECHNICAL SERVICES\GINT PROJECT BACKUP\PROJECTS\25-0398 BORING LOG DRAFTS.GPJ



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Minneapolis, MN, 55407
Telephone: 612-729-2959
Fax: 763-445-2238

BORING NUMBER SB-11

PAGE 1 OF 1

CLIENT City of Baldwin PROJECT NAME Sink Hole Improvements
PROJECT NUMBER 25-0398 PROJECT LOCATION Baldwin, MN
DATE STARTED 8/12/25 COMPLETED 8/12/25 GROUND ELEVATION 993.6 ft HOLE SIZE 3 1/4 inches
DRILLING CONTRACTOR HGTS- 45 GROUND WATER LEVELS:
DRILLING METHOD Hollow Stem Auger/Split Spoon AT TIME OF DRILLING --- Not Encountered
LOGGED BY NC/MS CHECKED BY PG AT END OF DRILLING --- Not Encountered
NOTES AFTER DRILLING --- Not Encountered

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲			
							20	40	60	80
0.0		Approximately 2 Inches of Bituminous Approximately 6 Inches of Aggregate Base P-200= 9.5% Silty Sand, trace Roots, Black, Moist, Very Loose to Loose (Topsoil/Wetland Sediment)					PL	MC	LL	
2.5			SS 53		5-3-3 (6)		20	40	60	80
5.0		Organic Content= 3.5%	SS 54		1-1-1 (2)	9.5				
7.5			SS 55		3-2-3 (5)					
10.0		(SP) Poorly Graded Sand, Fine to Medium Grained, Brown, Moist, Very Loose to Loose (Glacial Outwash)	SS 56		6-4-5 (9)					

Bottom of borehole at 11.0 feet.



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BORING NUMBER SB-12

PAGE 1 OF 1

CLIENT City of Baldwin PROJECT NAME Sink Hole Improvements
PROJECT NUMBER 25-0398 PROJECT LOCATION Baldwin, MN
DATE STARTED 8/12/25 COMPLETED 8/12/25 GROUND ELEVATION 1000.9 ft HOLE SIZE 3 1/4 inches
DRILLING CONTRACTOR HGTS- 45 GROUND WATER LEVELS:
DRILLING METHOD Hollow Stem Auger/Split Spoon AT TIME OF DRILLING --- Not Encountered
LOGGED BY NC/MS CHECKED BY PG AT END OF DRILLING --- Not Encountered
NOTES AFTER DRILLING --- Not Encountered

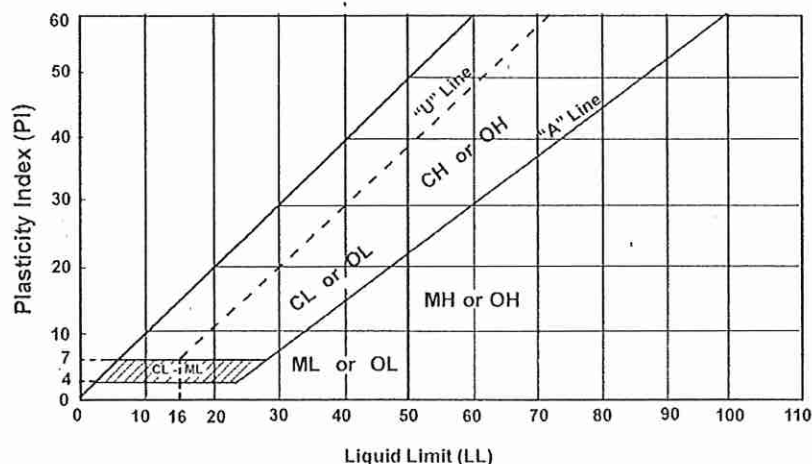
DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	Moisture Content (%)	▲ SPT N VALUE ▲			
							20	40	60	80
0.0		Approximately 6.5 Inches of Bituminous					PL	MC	LL	
		Approximately 6 Inches of Aggregate Base					20	40	60	80
		Poorly Graded Sand with Silt, trace Roots, Brown, Moist (Fill)								
2.5		Ash and Cinders at about 2 Ft								
		P-200= 9.5%	SS 57		1-1-1 (2)	14				
5.0		(SP) Poorly Graded Sand, Fine to Medium Grained, Brown, Moist, Very Loose to Loose (Glacial Outwash)	SS 58		1-1-1 (2)					
7.5			SS 59		3-3-5 (8)					
10.0			SS 60		4-4-4 (8)					

Bottom of borehole at 11.0 feet.



Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests ^a					Soils Classification	
					Group Symbol	Group Name ^b
Coarse-grained Soils more than 50% retained on No. 200 sieve	Gravels More than 50% of coarse fraction retained on No. 4 sieve	Clean Gravels 5% or less fines ^e	$C_u \geq 4$ and $1 \leq C_c \leq 3$ ^c	GW	Well-graded gravel ^d	
			$C_u < 4$ and/or $1 > C_c > 3$ ^c	GP	Poorly graded gravel ^d	
		Gravels with Fines More than 12% fines ^e	Fines classify as ML or MH	GM	Silty gravel ^{d f g}	
			Fines classify as CL or CH	GC	Clayey gravel ^{d f g}	
	Sands 50% or more of coarse fraction passes No. 4 sieve	Clean Sands 5% or less fines ⁱ	$C_u \geq 6$ and $1 \leq C_c \leq 3$ ^c	SW	Well-graded sand ^h	
			$C_u < 6$ and/or $1 > C_c > 3$ ^c	SP	Poorly graded sand ^h	
		Sands with Fines More than 12% ⁱ	Fines classify as ML or MH	SM	Silty sand ^{g h}	
			Fines classify as CL or CH	SC	Clayey sand ^{g h}	
Fine-grained Soils 50% or more passed the No. 200 sieve	Silts and Clays Liquid limit less than 50	Inorganic	PI > 7 and plots on or above "A" line ^j	CL	Lean clay ^{k l m}	
			PI < 4 or plots below "A" line ^j	ML	Silt ^{k l m}	
		Organic	Liquid limit - oven dried < 0.75	OL	Organic clay ^{k l m n}	
			Liquid limit - not dried	OL	Organic silt ^{k l m o}	
	Silts and clays Liquid limit 50 or more	Inorganic	PI plots on or above "A" line	CH	Fat clay ^{k l m}	
			PI plots below "A" line	MH	Elastic silt ^{k l m}	
		Organic	Liquid limit - oven dried < 0.75	OH	Organic clay ^{k l m p}	
			Liquid limit - not dried	OH	Organic silt ^{k l m q}	
Highly Organic Soils		Primarily organic matter, dark in color and organic odor		PT	Peat	

- a. Based on the material passing the 3-in (75mm) sieve.
b. If field sample contained cobbles or boulders, or both, add "with cobbles or boulders or both" to group name.
c. $C_u = D_{60}/D_{10}$, $C_c = (D_{30})^2 / (D_{10} \times D_{60})$
d. If soil contains $\geq 15\%$ sand, add "with sand" to group name.
e. Gravels with 5 to 12% fines require dual symbols:
GW-GM well-graded gravel with silt
GW-GC well-graded gravel with clay
GP-GM poorly graded gravel with silt
GP-GC poorly graded gravel with clay
f. If fines classify as CL-ML, use dual symbol GC-GM or SC-SM.
g. If fines are organic, add "with organic fines" to group name.
h. If soil contains $\geq 15\%$ gravel, add "with gravel" to group name.
i. Sands with 5 to 12% fines require dual symbols:
SW-SM well-graded sand with silt
SW-SC well-graded sand with clay
SP-SM poorly graded sand with silt
SP-SC poorly graded sand with clay
j. If Atterberg limits plot in hatched area, soil is a CL-ML, silty clay.
k. If soil contains 10 to 29% plus No. 200, add "with sand" or "with gravel" whichever is predominant.
l. If soil contains $\geq 30\%$ plus No. 200, predominantly sand, add "sandy" to group name.
m. If soil contains $\geq 30\%$ plus No. 200 predominantly gravel, add "gravelly" to group name.
n. PI ≥ 4 and plots on or above "A" line.
o. PI < 4 or plots below "A" line.
p. PI plots on or above "A" line.
q. PI plots below "A" line.



Laboratory Tests

DD	Dry density, pcf	OC	Organic content, %
WD	Wet density, pcf	S	Percent of saturation, %
MC	Natural moisture content, %	SG	Specific gravity
LL	Liquid limit, %	C	Cohesion, psf
PL	Plastic limit, %	ϕ	Angle of internal friction
PI	Plasticity index, %	qu	Unconfined compressive strength, psf
P200	% passing 200 sieve	qp	Pocket penetrometer strength, tsf

Particle Size Identification

Boulders	over 12"
Cobbles	3" to 12"
Gravel	
Coarse	3/4" to 3"
Fine	No. 4 to 3/4"
Sand	
Coarse	No. 4 to No. 10
Medium	No. 10 to No. 40
Fine	No. 40 to No. 200
Silt	< No. 200, PI < 4 or below "A" line
Clay	< No. 200, PI ≥ 4 and on or above "A" line

Relative Density of Cohesionless Soils

Very loose	0 to 4 BPF
Loose	5 to 10 BPF
Medium dense	11 to 30 BPF
Dense	31 to 50 BPF
Very dense	over 50 BPF

Consistency of Cohesive Soils

Very soft	0 to 1 BPF
Soft	2 to 3 BPF
Rather soft	4 to 5 BPF
Medium	6 to 8 BPF
Rather stiff	9 to 12 BPF
Stiff	13 to 16 BPF
Very stiff	17 to 30 BPF
Hard	over 30 BPF

Drilling Notes

Standard penetration test borings were advanced by 3 1/4" or 6 1/4" ID hollow-stem augers unless noted otherwise. Jetting water was used to clean out auger prior to sampling only where indicated on logs. Standard penetration test borings are designated by the prefix "ST" (Split Tube). All samples were taken with the standard 2" OD split-tube sampler, except where noted.

Power auger borings were advanced by 4" or 6" diameter continuous-flight, solid-stem augers. Soil classifications and strata depths were inferred from disturbed samples augered to the surface and are, therefore, somewhat approximate. Power auger borings are designated by the prefix "B."

Hand auger borings were advanced manually with a 1 1/2" or 3 1/4" diameter auger and were limited to the depth from which the auger could be manually withdrawn. Hand auger borings are indicated by the prefix "H."

BPF: Numbers indicate blows per foot recorded in standard penetration test, also known as "N" value. The sampler was set 6" into undisturbed soil below the hollow-stem auger. Driving resistances were then counted for second and third 6" increments and added to get BPF. Where they differed significantly, they are reported in the following form: 2/12 for the second and third 6" increments, respectively.

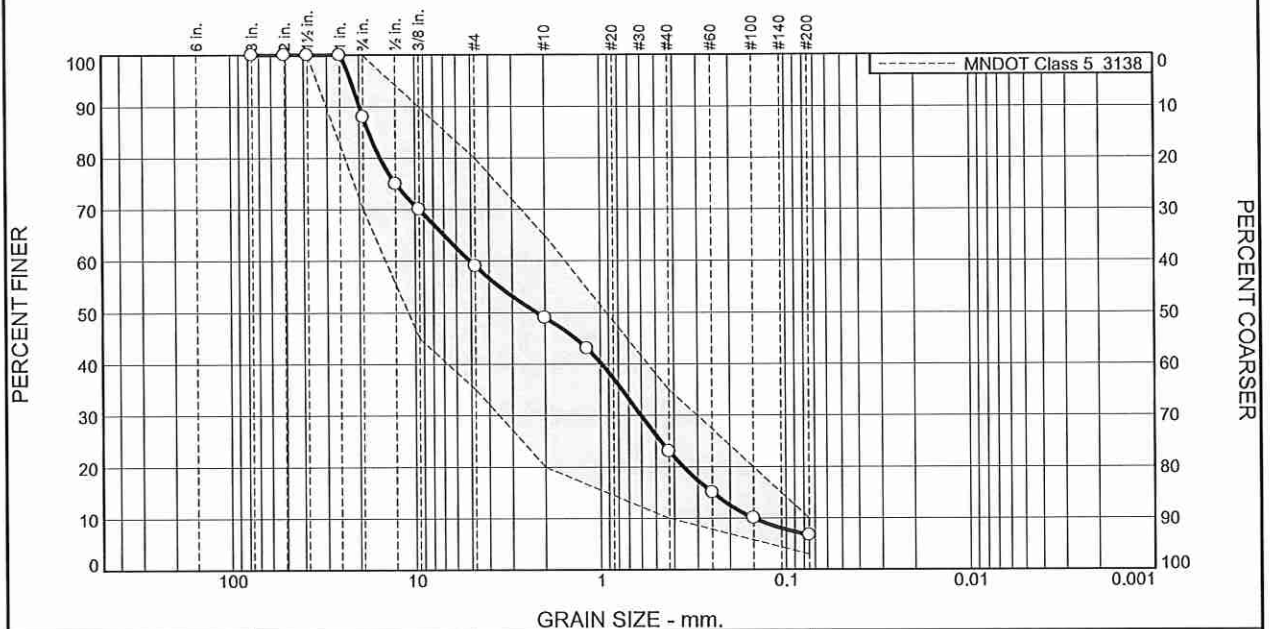
WH: WH indicates the sampler penetrated soil under weight of hammer and rods alone; driving not required.

WR: WR indicates the sampler penetrated soil under weight of rods alone; hammer weight and driving not required.

TW indicates thin-walled (undisturbed) tube sample.

Note: All tests were run in general accordance with applicable ASTM standards.

Particle Size Distribution Report



% +3"	% Gravel		% Sand			% Fines	
	Coarse	Fine	Coarse	Medium	Fine	Silt	Clay
0.0	12.0	29.0	10.0	26.0	16.3	6.7	

TEST RESULTS			
Opening Size	Percent Finer	Spec.* (Percent)	Pass? (X=Fail)
3"	100.0	100.0	
2	100.0		
1 1/2"	100.0		
1"	100.0		
3/4"	88.0	70.0 - 100.0	
1/2"	75.0		
3/8"	70.0		
#4	59.0	35.0 - 80.0	
#10	49.0		
#16	43.0		
#40	23.0	10.0 - 35.0	
#60	15.0		
#100	10.0		
#200	6.7	3.0 - 10.0	

* MNDOT Class 5 3138

Sample Number: SB-1 #1

Material Description

Atterberg Limits (ASTM D 4318)
 PL= LL= PI=
 Classification
 USCS (D 2487)= AASHTO (M 145)=
 Coefficients
 D₉₀= 19.8923 D₈₅= 17.7485 D₆₀= 5.0868
 D₅₀= 2.2120 D₃₀= 0.6020 D₁₅= 0.2500
 D₁₀= 0.1500 C_u= 33.91 C_c= 0.47
 Remarks

Date Received: Date Tested: 9-24-2025

Tested By: RR

Checked By:

Title:

Date Sampled:

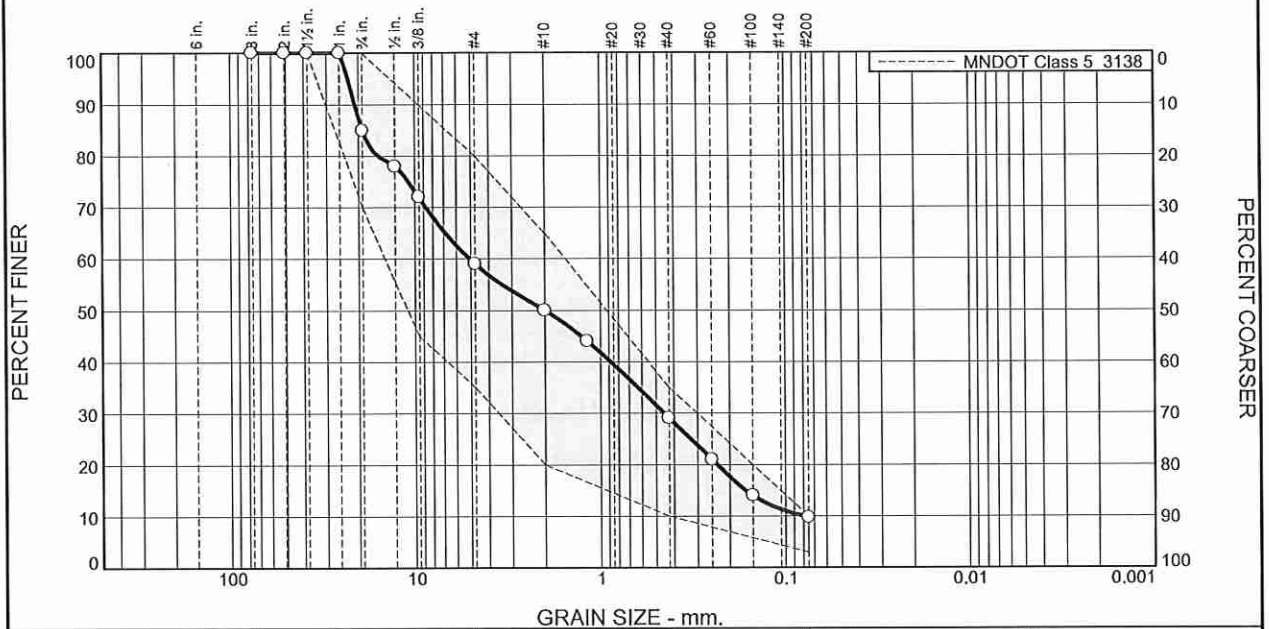
Haugo
GeoTechnical Services
Maple Grove, Minnesota

Client: City of Baldwin
 Project: Sinkhole Improvements

Project No: 25-0398

Figure

Particle Size Distribution Report



% +3"	% Gravel		% Sand			% Fines	
	Coarse	Fine	Coarse	Medium	Fine	Silt	Clay
0.0	15.0	26.0	9.0	21.0	19.2	9.8	

TEST RESULTS			
Opening Size	Percent Finer	Spec.* (Percent)	Pass? (X=Fail)
3"	100.0	100.0	
2	100.0		
1 1/2"	100.0		
1"	100.0		
3/4"	85.0	70.0 - 100.0	
1/2"	78.0		
3/8"	72.0		
#4	59.0		
#10	50.0	20.0 - 65.0	
#16	44.0		
#40	29.0		
#60	21.0		
#100	14.0	10.0 - 35.0	
#200	9.8		
		3.0 - 10.0	

* MNDOT Class 5 3138

Sample Number: SB-3 #12

Material Description

Atterberg Limits (ASTM D 4318)
 PL= LL= PI=
 Classification
 USCS (D 2487)= AASHTO (M 145)=
 Coefficients
 D₉₀= 20.9630 D₈₅= 19.0500 D₆₀= 5.0963
 D₅₀= 2.0000 D₃₀= 0.4538 D₁₅= 0.1639
 D₁₀= 0.0790 C_u= 64.51 C_c= 0.51
 Remarks

Date Received: Date Tested: 9-24-2025
 Tested By: RR
 Checked By:
 Title:

Date Sampled:

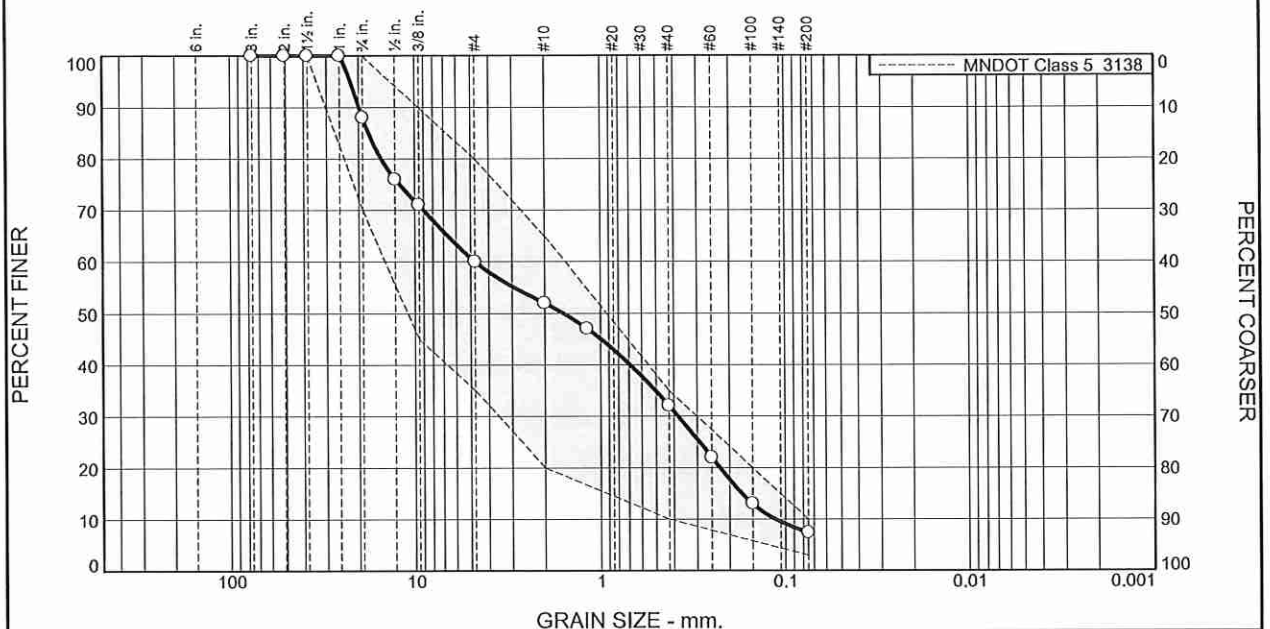
**Haugo
GeoTechnical Services
Maple Grove, Minnesota**

Client: City of Baldwin
 Project: Sinkhole Improvements

Project No: 25-0398

Figure

Particle Size Distribution Report



% +3"	% Gravel		% Sand			% Fines	
	Coarse	Fine	Coarse	Medium	Fine	Silt	Clay
0.0	12.0	28.0	8.0	20.0	24.6	7.4	

TEST RESULTS			
Opening Size	Percent Finer	Spec.* (Percent)	Pass? (X=Fail)
3"	100.0		
2	100.0		
1 1/2"	100.0	100.0	
1"	100.0		
3/4"	88.0	70.0 - 100.0	
1/2"	76.0		
3/8"	71.0	45.0 - 90.0	
#4	60.0	35.0 - 80.0	
#10	52.0	20.0 - 65.0	
#16	47.0		
#40	32.0	10.0 - 35.0	
#60	22.0		
#100	13.0		
#200	7.4	3.0 - 10.0	

* MNDOT Class 5 3138

Sample Number: SB-7 #32

Material Description

Atterberg Limits (ASTM D 4318)

PL= LL= PI=

USCS (D 2487)= Classification AASHTO (M 145)=

Coefficients

D₉₀= 19.9113 D₈₅= 17.6866 D₆₀= 4.7500
D₅₀= 1.5872 D₃₀= 0.3805 D₁₅= 0.1713
D₁₀= 0.1134 C_u= 41.90 C_c= 0.27

Remarks

Date Received: Date Tested: 9-24-2025

Tested By: RR

Checked By:

Title:

Date Sampled:

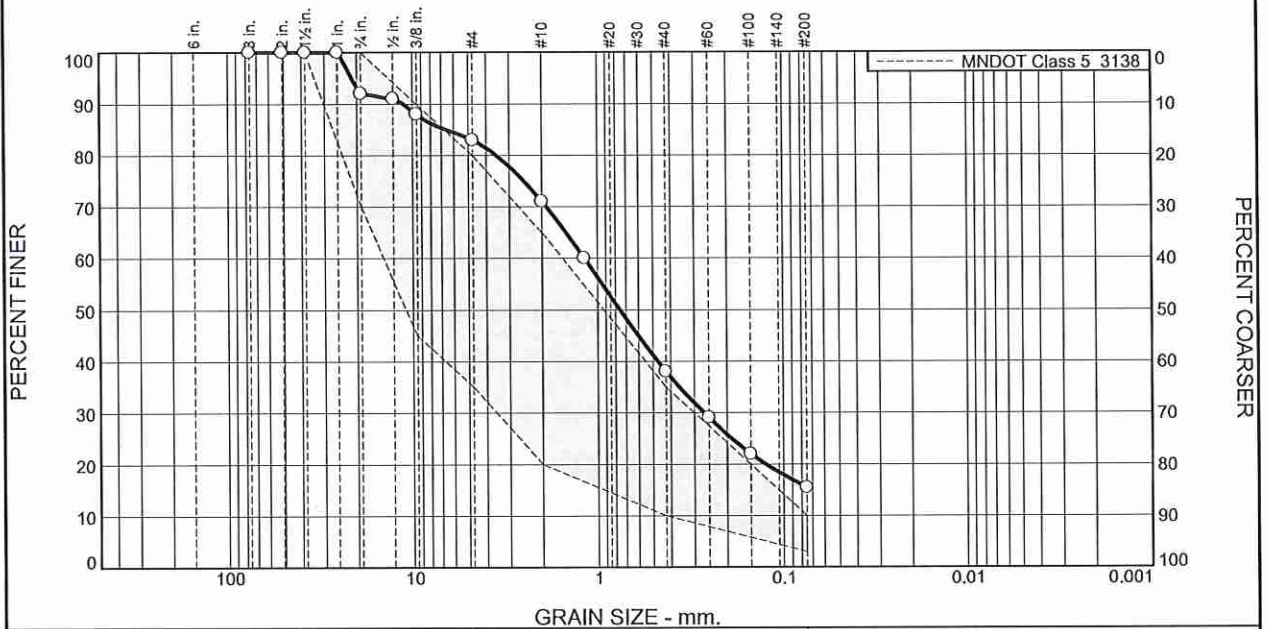
Haugo
GeoTechnical Services
Maple Grove, Minnesota

Client: City of Baldwin
Project: Sinkhole Improvements

Project No: 25-0398

Figure

Particle Size Distribution Report



% +3"	% Gravel		% Sand			% Fines	
	Coarse	Fine	Coarse	Medium	Fine	Silt	Clay
0.0	8.0	9.0	12.0	33.0	22.5	15.5	

TEST RESULTS			
Opening Size	Percent Finer	Spec.* (Percent)	Pass? (X=Fail)
3"	100.0		
2	100.0		
1 1/2"	100.0	100.0	
1"	100.0		
3/4"	92.0	70.0 - 100.0	
1/2"	91.0		
3/8"	88.0	45.0 - 90.0	
#4	83.0	35.0 - 80.0	X
#10	71.0	20.0 - 65.0	X
#16	60.0		
#40	38.0	10.0 - 35.0	X
#60	29.0		
#100	22.0		
#200	15.5	3.0 - 10.0	X

* MNDOT Class 5 3138

Sample Number: SB-9

Material Description

Atterberg Limits (ASTM D 4318)

PL= LL= PI=

USCS (D 2487)= Classification AASHTO (M 145)=

Coefficients

D₉₀= 11.1715 D₈₅= 6.5807 D₆₀= 1.1800

D₅₀= 0.7546 D₃₀= 0.2667 D₁₅=

D₁₀= C_u= C_c=

Remarks

Date Received: Date Tested: 9-24-2025

Tested By: RR

Checked By:

Title:

Date Sampled:

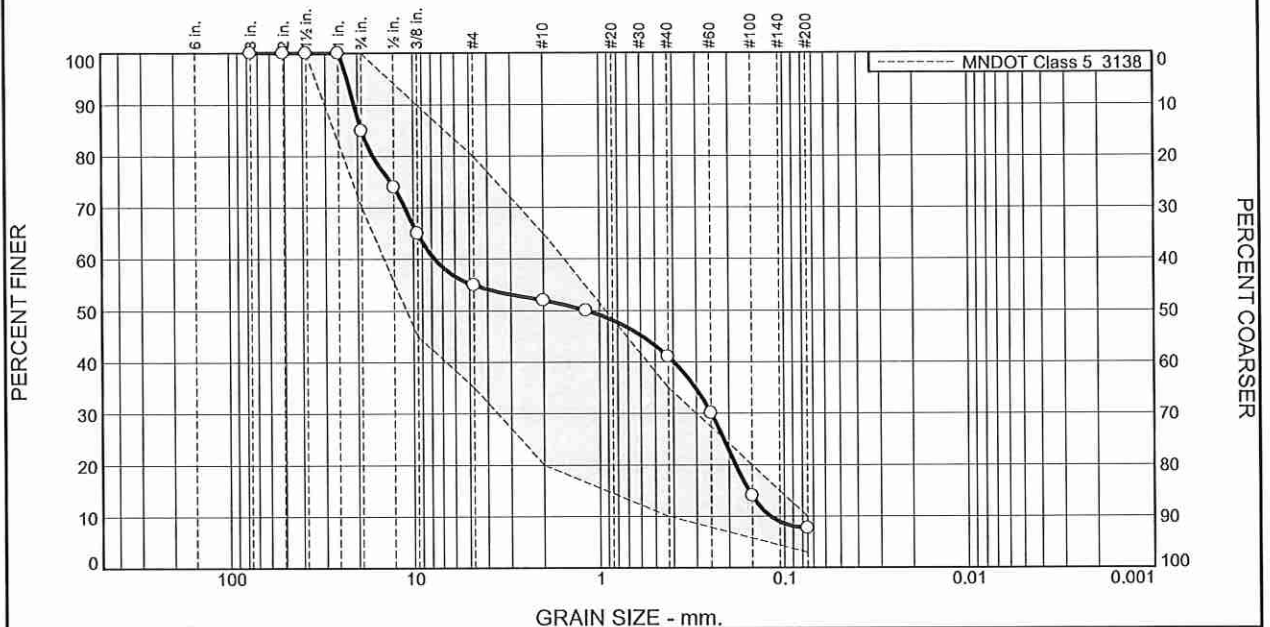
Haugo
GeoTechnical Services
Maple Grove, Minnesota

Client: City of Baldwin
 Project: Sinkhole Improvements

Project No: 25-0398

Figure

Particle Size Distribution Report



% +3"	% Gravel		% Sand			% Fines	
	Coarse	Fine	Coarse	Medium	Fine	Silt	Clay
0.0	15.0	30.0	3.0	11.0	33.3	7.7	

TEST RESULTS			
Opening Size	Percent Finer	Spec.* (Percent)	Pass? (X=Fail)
3"	100.0		
2	100.0		
1 1/2"	100.0	100.0	
1"	100.0		
3/4"	85.0	70.0 - 100.0	
1/2"	74.0		
3/8"	65.0	45.0 - 90.0	
#4	55.0	35.0 - 80.0	
#10	52.0	20.0 - 65.0	
#16	50.0		
#40	41.0	10.0 - 35.0	X
#60	30.0		
#100	14.0		
#200	7.7	3.0 - 10.0	

* MNDOT Class 5 3138

Material Description		
Atterberg Limits (ASTM D 4318) PL= LL= PI=		
Classification USCS (D 2487)= AASHTO (M 145)=		
Coefficients D₉₀= 20.8953 D₈₅= 19.0500 D₆₀= 7.7088 D₅₀= 1.1800 D₃₀= 0.2500 D₁₅= 0.1561 D₁₀= 0.1192 C_u= 64.68 C_c= 0.07		
Remarks		
Date Received: Date Tested: 9-24-2025 Tested By: RR Checked By: _____ Title: _____		

Sample Number: SB-10

Date Sampled:

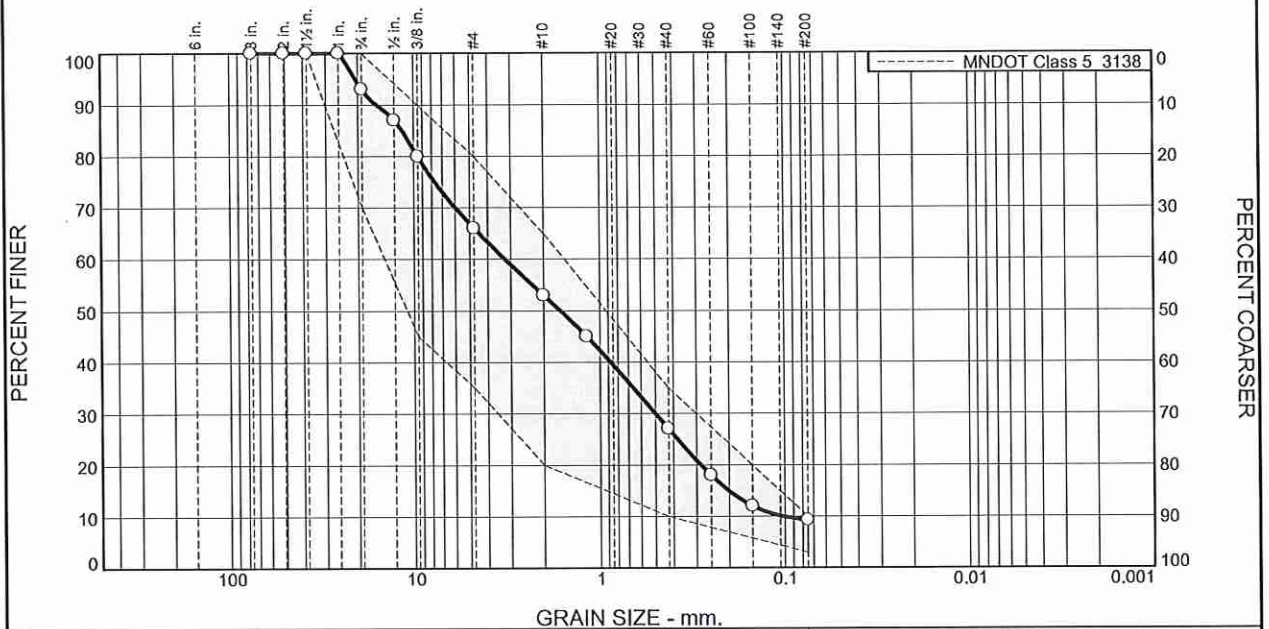
**Haugo
GeoTechnical Services
Maple Grove, Minnesota**

Client: City of Baldwin
Project: Sinkhole Improvements

Project No: 25-0398

Figure

Particle Size Distribution Report



% +3"	% Gravel		% Sand			% Fines	
	Coarse	Fine	Coarse	Medium	Fine	Silt	Clay
0.0	7.0	27.0	13.0	26.0	17.7	9.3	

TEST RESULTS			
Opening Size	Percent Finer	Spec.* (Percent)	Pass? (X=Fail)
3"	100.0		
2	100.0		
1 1/2"	100.0	100.0	
1"	100.0		
3/4"	93.0	70.0 - 100.0	
1/2"	87.0		
3/8"	80.0	45.0 - 90.0	
#4	66.0	35.0 - 80.0	
#10	53.0	20.0 - 65.0	
#16	45.0		
#40	27.0	10.0 - 35.0	
#60	18.0		
#100	12.0		
#200	9.3	3.0 - 10.0	

* MNDOT Class 5 3138

Sample Number: SB-11

Material Description

Atterberg Limits (ASTM D 4318)

PL= LL= PI=

USCS (D 2487)= Classification AASHTO (M 145)=

Coefficients

D₉₀= 15.7989 D₈₅= 11.5641 D₆₀= 3.2309

D₅₀= 1.6309 D₃₀= 0.5014 D₁₅= 0.2010

D₁₀= 0.1019 C_u= 31.71 C_c= 0.76

Remarks

Date Received: Date Tested: 9-24-2025

Tested By: RR

Checked By: _____

Title: _____

Date Sampled:

Haugo
GeoTechnical Services
Maple Grove, Minnesota

Client: City of Baldwin
 Project: Sinkhole Improvements

Project No: 25-0398

Figure

MEMORANDUM

TO: City Council

CC: Joan Heinen, City Clerk
Shane Nelson, Hakanson Anderson

FROM: Sam Jochum, Hakanson Anderson

DATE: October 20, 2025

RE: Oaks of Battle Brook 2nd – Bituminous Wearing Course

The Developer has requested that the City Council reconsider allowing the wear course of bituminous to be paved prior to all “punchlist” work being completed.

As background, Hakanson Anderson created a Project Review Report in July of 2025 that summarized the remaining work for the development. The City Council reviewed this Project Review Report at the July 21, 2025 city council meeting and provided direction that the bituminous wearing course should only be constructed after all remaining “punchlist” items have been completed.

At this time, a majority of the items have been completed, however, one item that still needs to be satisfied is the growth of vegetation (grass) throughout the site. It is evident that some re-seeding work has been performed but the turf is not established. I visited the site on October 3, 2025 and have attached several photos from that site visit. As shown, there are several areas in which the turf has not been successfully established.

Joss Johndahl and Jason Betzler would like the City Council to consider allowing them to pave the bituminous wearing course before acceptable vegetation establishment is achieved.

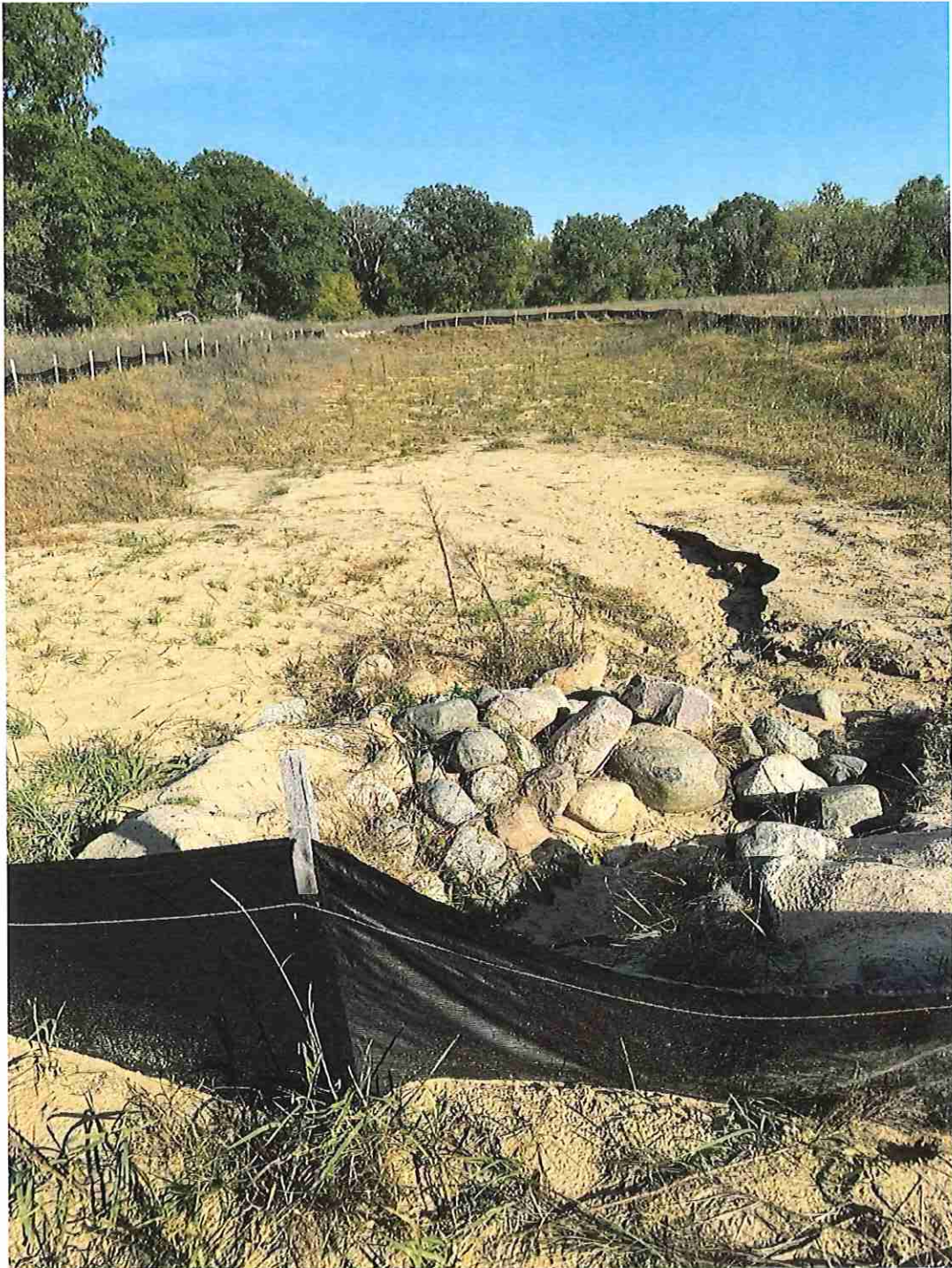
If the City Council were to allow the paving of the wear course at this time, the Developer would remain responsible for achieving acceptable vegetation establishment after the wearing course is completed. They would also be responsible for repairing any damage to the wearing course throughout the warranty period.

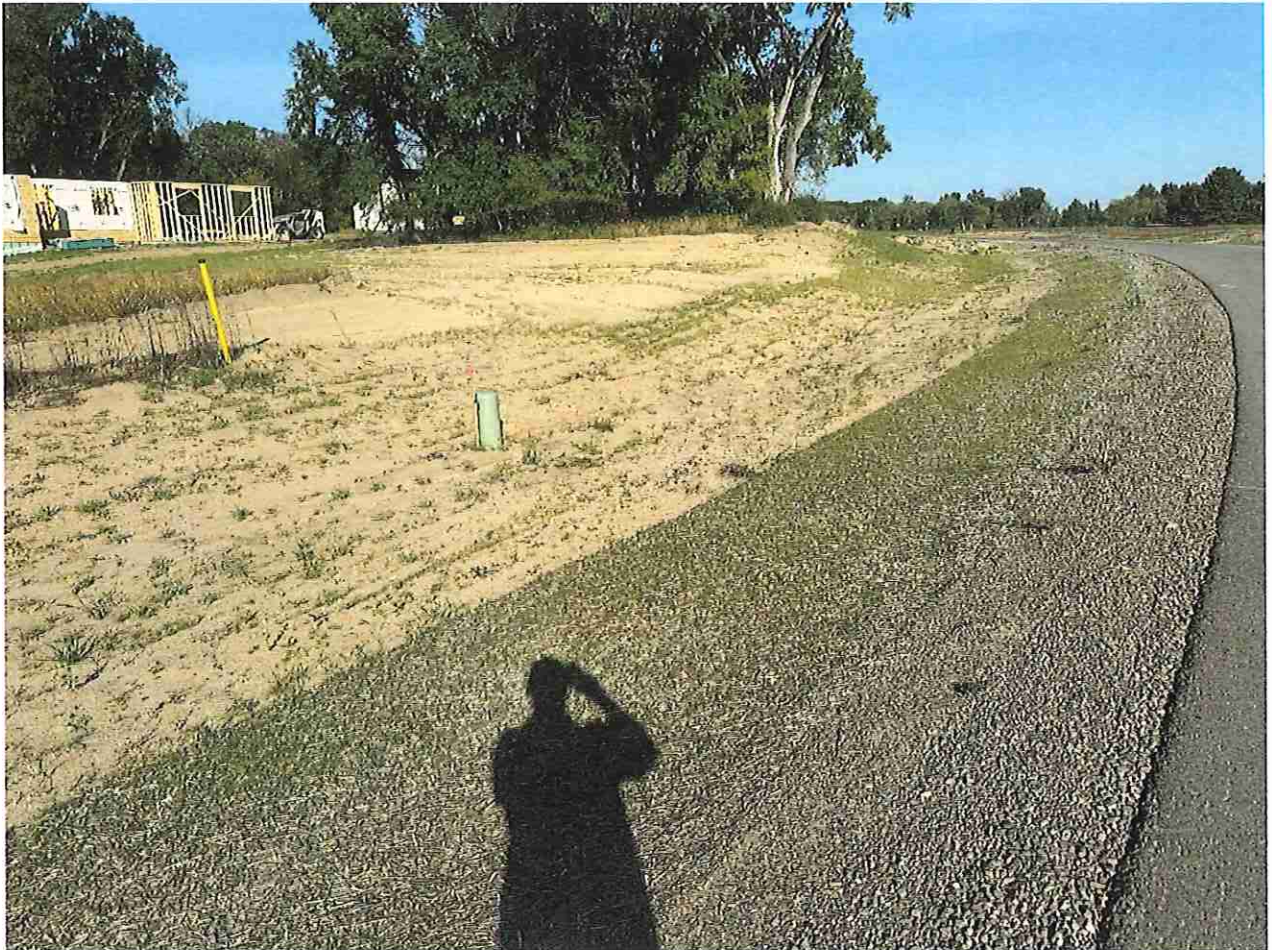














MEMORANDUM

TO: City Council

CC: Joan Heinen, City Clerk

FROM: Shane Nelson, Hakanson Anderson

DATE: October 20, 2025

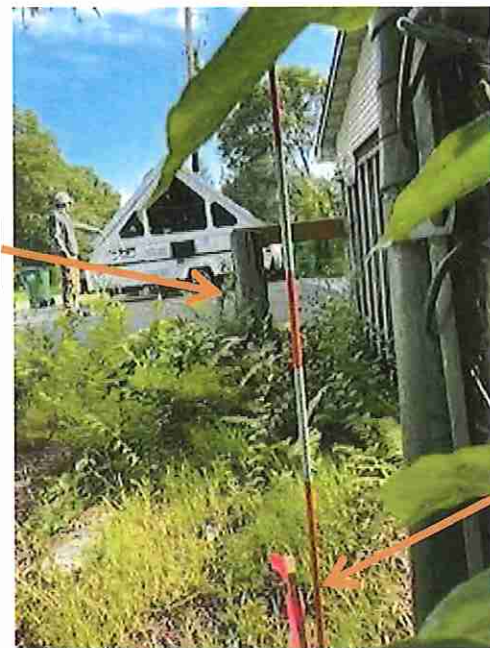
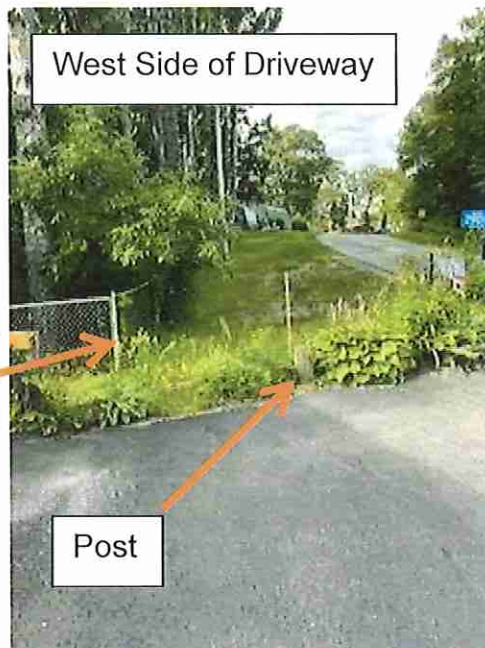
RE: North Elk Point Survey

We have previously confirmed that the right-of-way in question was staked on July 29, 2025. If the City Council desires Hakanson Anderson to re-stake the right-of-way that was previously staked, we will schedule the work and invoice the City for the actual time incurred - which includes travel time and expenses per our agreement with the City of Baldwin.

If the City would like the right-of-way re-staked, please advise.

01-00409-0210

Public Works could not remove post as it is attached to multiple other posts. The posts are creating a "wall" holding up the driveway – wood retaining wall is hidden in the overgrowth



Part of retaining wall



Part of retaining wall



Driveway

Part of retaining wall



Driveway

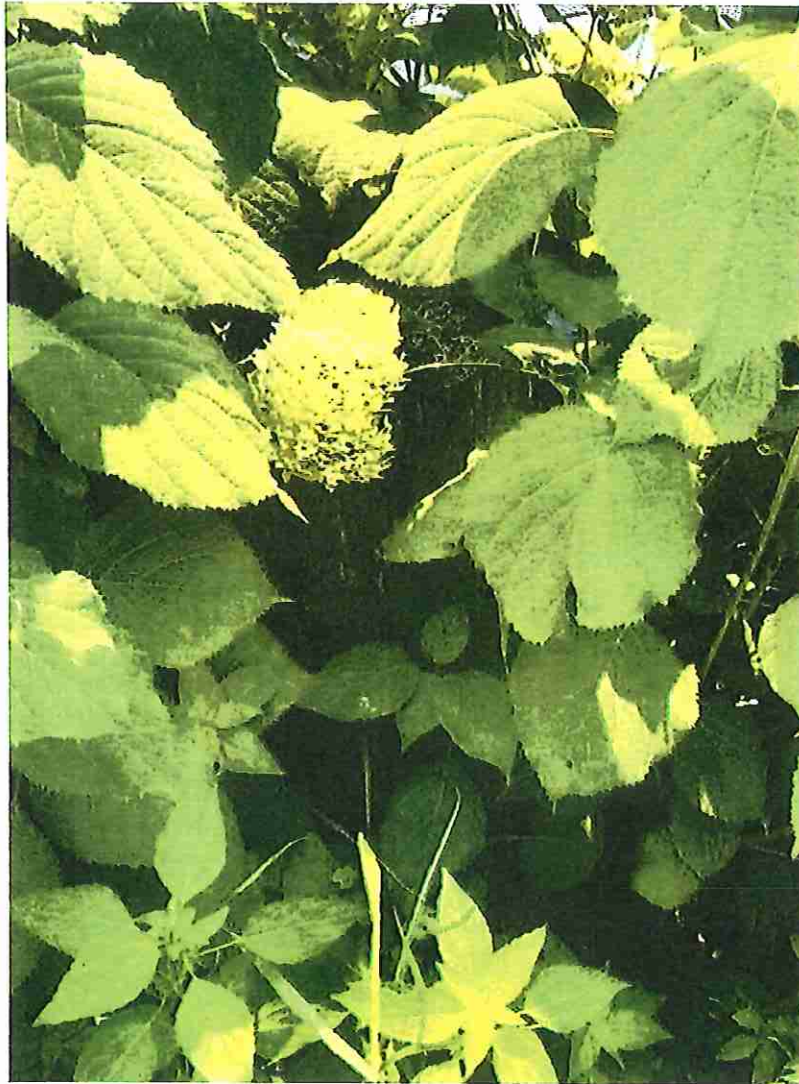
01-00409-0210

Property 2:

Address: 29011 138th Street

Issue: Large wooden post

City Council approved
8/18/25 public works
to remove



Pub - REMOVE

original photo
taken by engineer

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

RESOLUTION NO. 25-24

**RESOLUTION CERTIFYING DELINQUENT COMMUNITY SEWER TREATMENT SERVICE
FEES AND RELATED INTEREST**

WHEREAS, pursuant to proper notice duly given as required by law, the City of Baldwin has met and heard and passed upon all objections to the proposed certification for unpaid sewer charges and delinquent administrative enforcement fines, attorney fees and interest.

NOW, THEREFORE, the City Council of the City of Baldwin, Sherburne County, Minnesota, pursuant to Minnesota Statute Section 366.012, hereby orders the following amounts certified to property taxes as shown on attached Exhibit A.

Each such certification identified above shall be payable in one lump sum and shall bear interest at the rate of Seven Percent (7%) per annum from the date of adoption of this Resolution. To the lump sum payment shall be added interest on the entire certification from the date of this Resolution until December 31, 2026 along with a \$5.00 / Parcel County Fee.

The Baldwin City Clerk shall forthwith transmit a certified duplicate of this Resolution to the County Auditor to be extended on the proper tax lists of the County, and such assessment shall be collected and paid over in the same manner as other municipal taxes.

Adopted at the meeting of the City of Baldwin City Council on the 20th day of October 2025.

CITY OF BALDWIN

Jay Swanson, Mayor

Attest:

Joan Heinen, Clerk/Treasurer

STATE OF MINNESOTA

COUNTY OF SHERBURNE

I, the Clerk for the City of Baldwin, Sherburne County, Minnesota, hereby certify that the attached document consisting of the **"RESOLUTION CERTIFYING DELINQUENT COMMUNITY SEWER TREATMENT SERVICE FEES AND RELATED INTEREST"** constitutes a complete, accurate and correct copy of said document adopted by the City Council on October 20th, 2025 and on file in the office of the City Clerk, City of Baldwin, Sherburne County, Minnesota.

WITNESS my hand and seal as Clerk for the City of Baldwin, Sherburne County, Minnesota this 20th day of October 2025.

Joan Heinen
City of Baldwin Clerk/Treasurer

Public Works Report – October 20th, 2025

Frontier Trails

- 0 - hours invested

Parks

- *South Sandy Lake Beach:*
 - Mowed x1
 - Beach buoys removed with assistance from Sherburne County Water patrol.
- *Young Park:*
 - Mowed x3
 - Parking lot extension project – Perimeter rocks scheduled for delivery, October 20th
 - Parking lot lighting – Notice to proceed given to B.O.E Electric, awaiting scheduling
- *Other Areas:*
 - Goose Lake – mowed.
 - Goose lake – parking lot – (Site restoration completed)
 - Elk Lake Rain Garden – mowed x2
 - Elk Lake canoe access & open areas – mowed.
 - Sandy Lake Boat Launch – Dead tree removed, and dock pulled out and secured.

Roads

- Total road patching material for 2025 season: U.P.M. & hot patch – 50.86 tons + 27 cold patch bags.
- No Parking signs installed at 319th Ave (Industrial Park area)
- 287th Southern Pines, Excavation of stormwater culvert completed.
- 143rd St. (West Elk Lake) Large patch repair in front of rain garden – completed
- Crack sealing project – project coordination and inspection.
- Micro- surfacing project completed
- Discuss 2026 Chip Seal over Gravel – West Elk Lake, South Sandy Lake, and Lake Diane areas
- Discuss coordination for RFPs for 2026 Chip Seal over Gravel Program

Cemetery

-

Trucks / Equipment

- 2025 Freightliner 114SD Plus, plow truck delivery ETA, by the end of November 2025.
No parking stall available, what vehicle will be parked outside?
- New Holland loader – (L) attachment pin for bucket/plow mount, hydraulic cylinder –
Approval of repairs needed
- Case 621 loader – Parking brake & Air conditioning not working –
Approval of repairs needed

e. **Discuss/Approve/Disapprove City of Baldwin Snowplow and Ice Control Operations Policy – Case/Walker unanimous to approve** snowplow and ice control operations policy.

f. **Discuss/Approve/Disapprove Failed Driveway Inspection for PID#01-00025-2401** – Resident is requesting that the required paving of the road right-of-way not be completed until after 100th Street is reconstructed. Rush stated that there is a possibility the road project will not get done next year on 100th Street. Case/Walker unanimous to table until the October 20th, 2025, City Council meeting.

Tabled Items:

Discuss/Approve/Disapprove Temporary No Parking Sign Quote – Rush/Case unanimous to approve 10 signs from Jellyfish reading no parking this side of street.

Discuss/Approve/Disapprove Zimmerman and Princeton Today Newspaper Insert – Case/Walker unanimous to table until the October 6th, 2025 City Council meeting.

New Business:

Acknowledge Donation to Baldwin Fire Relief from Fire Equipment Specialties for \$365.00 and Twice New Clothing and Treasurers for \$5000.00

Discuss/Approve/Disapprove Estimate from Custom Cap & Fire for \$2065.68 – Rush/Walker unanimous to approve estimate from Custom Cap & Fire for \$2065.68.

Discuss/Approve/Disapprove Request for Proposals for Young Park Parking Lot Lighting – Rush/Case unanimous to table until the October 6th, 2025, City Council meeting.

Discuss/Approve/Disapprove City of Baldwin Credit Card Policy – Case/Walker unanimous to approve credit card policy

Discuss/Approve/Disapprove Resolution 25-23; Preliminary 2026 Levy – Case/Walker unanimous to approve, Holm disapproved, motion carried.

Discuss/Approve/Disapprove Invoice from Fire Equipment Specialties for \$8723.39. Rush/Walker unanimous to approve invoice from Fire Equipment Specialties for \$8723.39 for two turnout gears.

Announcements:

- a. Engineering Workshop, Tuesday, September 23rd, 2025 at 7:00 p.m.
- b. Next City Council Meeting, Monday, October 6th, 2025 at 7:00 p.m.

Any Other Business:

Rush communicated FunFest labor doesn't come out of the parks fund.

Joan Heinen

From: JEFF ELIZABETH Luebesmier <jefflizluebesmier@msn.com>
Sent: Wednesday, September 17, 2025 6:37 PM
To: Joan Heinen
Subject: Concerns - Driveway Permit No. 25-01
Attachments: Driveway Standards.pdf

I write about a failed second driveway inspection and request reconsideration of the decision.

In March 2025 we submitted an application for a second driveway, paid the non-refundable fee and received the attached specs in response to asking what are the requirements (nothing else). In June when signing our easement related to the 100th St. improvements we asked about the status of the application. Sometime in approximately late July or early August we received approval to move forward with the driveway. The driveway was installed according to the requirements attached. Afterwards we received a Driveway Inspection Form dated 9/9/25 noting a fail due to "Driveway not paved to the Right-Of- Way" and "Erosion control not established". Attached was a document, "Driveway Permit Requirements" which notes pavement or concrete must be installed from where the road meets the Right-Of-Way.

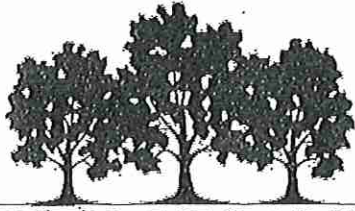
Our frustration is that we were never advised or provided the Driveway Permit Requirements at the time of application or any other time until it was sent as part of the failed inspection. Because the pavement/concrete was never presented as a requirement and because the planned re-building of our street (100th St.) will remove and replace the driveway entrance anyway, we ask that our permit be approved. We'd rather not have to pay for pavement/concrete just to have it removed. Happy to pay for it after the road is completed.

If not willing to approve the driveway, kindly confirm the distance of the right of way and if a turf blanket is required or if seeded vegetation is sufficient.

Kindly confirm receipt of this email.

Sincerely,

Jeff Luebesmier
763-350-1030



THE CITY OF BALDWIN

30239 128th Street, Princeton MN 55371

30239 – 128th Street NW, Baldwin, MN 55371

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

FOR OFFICE USE ONLY

Permit number: 25-01

Date Received: 9/9/25

Driveway Inspection Form

Date of Inspection: 9/2/2025

Location: 291010th 100th Street 2nd Driveway

Driveway condition:

- ☐ Completed: completion date
- ☒ Partially constructed
- ☐ Construction not yet started

Inspection: Pass _____ Fail X

Reason(s) for failure:

- ☐ Culvert diameter less than 15 inches
- ☐ Culvert length less than 25 feet
- ☐ Culvert cover less than 16 inches
- ☐ Driveway width less than 16 feet
- ☐ Driveway width more than 24 feet
- ☒ Driveway not paved to the Right-Of-Way
- ☒ Erosion control not established
- ☐ Incorrect material used for culvert
- ☐ Slopes steeper than 4:1 (H:V)
- ☐ Other

Comments: Driveway is gravel. Disturbed soils have been seeded but no vegetation yet.

Authorized Signature:  Date: 9/9/2025

Please contact the Baldwin Town Hall at 763-389-8931 or by email, town.clerk@baldwintwpmn.com with questions or when any required repairs are complete. If The City of Baldwin is not contacted, an inspection will be scheduled one year from the date of this letter. Any constructed repairs to conform to current City Engineering Standards will be charged to the applicant.

BALDWIN TOWNSHIP
30239 - 128th Street NW
Baldwin Township, MN 55371
Telephone: (763) 389-8931
Fax: (763) 389-2751

For Office Use Only

Permit # 25-01
Check deposited _____
Sent to Engineer _____
Initial Insp _____
Final Insp _____
Passed _____
Refund _____

PERMIT APPLICATION FOR SECOND ACCESS TO TOWNSHIP ROAD

NOTE: TOWNSHIP PERMIT IS NOT REQUIRED FOR ACCESS OFF OF A COUNTY ROAD OR STATE HIGHWAY. CHECK WITH COUNTY ZONING DEPARTMENT

Inspection Fee and Construction Deposit are payable at time of application.
Second driveways must have Planning Commission, Engineering and Town Board approval before construction can begin. The total \$300.00 fee is non-refundable if the request is not approved.

NOTE: Headwalls are not allowed at any access within road right-of-way

\$200.00 Administration Fee Cash _____ Check # 12356 Date 3/5/25 Paid by Jeff Luebessmier
\$100.00 Construction Deposit Cash _____ Check # 12356 Date 3/5/25 Paid by Jeff Luebessmier

If the work is not completed as outlined, costs incurred by the Township to remove or complete the construction will be deducted from the Construction Deposit.

PLEASE PRINT

Applicant Name: Jeff Luebessmier Phone: 763-350-1036 Fax: _____
Address: (Street, City, Zip) 29010 100th ST NW Zimmerman MN 55398

Property Owner: Same Phone: _____
Address: (Street, City, Zip) _____

Proposed access location (Street name) 100th ST 930' miles/feet 0.0 N-E-S-W of intersecting
Street (Name) 289th Ave. N.W. / Co. 28

Legal Description: Located in _____ Quarter of Section 25 Township 35 Range 26 or
Located in Plat of (Name) 20 Lot _____ Block _____

Parcel Identification Number 01- 025 2401
Property Address 29010 100th ST NW Zimmerman MN 55398

Access Purpose Residential ☒ Commercial _____

Number of present accesses 1 Date access will be installed May - 2026 (if not inspected by the date on the application the permittee will forfeit their construction deposit)

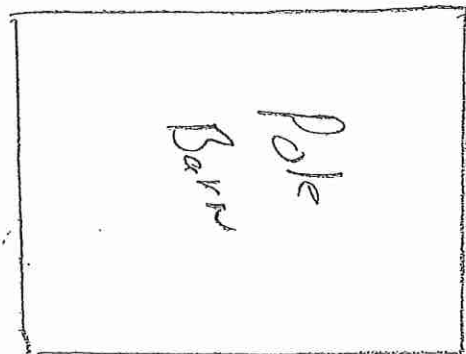
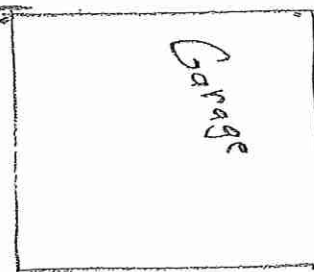
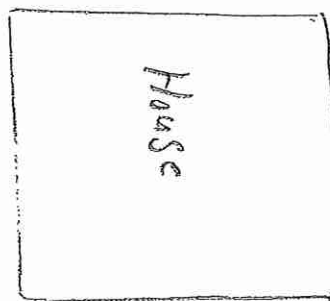
MORE THAN ONE DRIVEWAY ACCESS PER PROPERTY REQUIRES TOWNSHIP BOARD APPROVAL

Attach a sketch of the property, present & proposed accesses in relation to intersecting roads

I (we) the undersigned, herewith make application for permission to construct the access at the above location, said access to be constructed to conform to current Township Engineering Standards. It is further agreed that no work in connection with this application will be started until the application is approved by the Board and the permit issued. We also understand if completion (if permitted) is not completed within 6 months the construction deposit will be forfeited. It is expressly understood that this permit is conditioned upon replacement or restoration of the Township Road to its original condition. Further, I (we) the undersigned, have received a copy of current Township Engineering Standards and Minnesota Statute 160.27 Particular uses of Right of Way; Subdivision 5, Misdemeanors.

Signed: Jeff A. L. Name (Print) Jeff Luebessmier
Date: 3-5-25 Address: 29010 100th ST NW Zimmerman MN 55398

289th Ave. N.W. / Co. 28



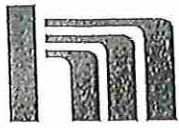
Drive way

105'

Proposed Access

for Motorist Access

930



Hakanson
Anderson

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



MEMORANDUM

TO: Joan Henin, City Clerk
CC: Shane Nelson, Hakanson Anderson
FROM: Sam Jochum, Hakanson Anderson
DATE: 6/23/2025
RE: Second Driveway Review – 29010 100th Street

The purpose of the memo is to inform the City of Baldwin with Hakanson Anderson's findings in reviewing the permit for a second driveway at the property of 29010 100th Street NW.

Compliance with Ord. 100 Section 1.08 Part 2.c

The proposed second driveway access meets all the requirements of Ord. 100 Section 1.08 part 2.c except for one. Part 2.c (3) states that a second property access is not allowed on collector or arterial roadways designated by the city. 100th Street is designated as a municipal state aid route and is a collector street. Based off the ordinance, this property would not qualify for a second driveway access.

Although 100th Street is considered a collector, the average daily traffic is relatively low. Based on 2024 traffic counts, the average daily traffic is 286 vehicles per day. A collector receiving under 300 cars a day would be a better candidate for allowing properties to have a second access as compared to a collector that sees over 1,500 cars a day. Therefore, Hakanson Anderson would not be opposed to City Council accepting this driveway application even though it is on a collector street.

If the council does decide to make an exception for this property and accepts the driveway permit, we would require that the home owner constructs the driveway per Ord. 100 Section 1.08 Parts 4-8.

sent to
Sam -
Hakanson
5-30-25

Approved by PC 6/25/25

Joan Heinen

From: Baldwin Maintenance
Sent: Thursday, October 16, 2025 12:23 PM
To: Joan Heinen
Cc: Alan Walker; Tom Rush
Subject: FW: Requested tree trimming
Attachments: Tree trimming - West Elk Lake - Oct. 14 2025.png; Tree trimming - 101st St - Oct 14 2025.png

Hi Joan,

I spoke with Al, Please add this to the agenda for October 20th.

Discuss/Approve/Disapprove: Notice of Tree Trimming at 101st Street and West Elk Lake Areas –

Thanks,
Zac

From: Baldwin Maintenance
Sent: Tuesday, October 14, 2025 10:21 AM
To: Alan Walker <councilmemberC@baldwinmn.gov>
Cc: Tom Rush <councilmemberD@baldwinmn.gov>
Subject: Requested tree trimming

Hi Al,

I have received a request to trim trees at the 101st St. area from a resident. This is in a plated area, historically is has been recommended to give notice to resident in the affected areas prior to starting work in already plated areas.

I have also included (West Elk Lake Area) as this is high on the list for trimming needs. This also is a plated neighborhood.

Would CC like to review this before moving forward.

Upon approval, office staff to draft and send notice to affected residents prior to work.

Requesting tree trimming at the following locations: *(Attached maps for reference)*

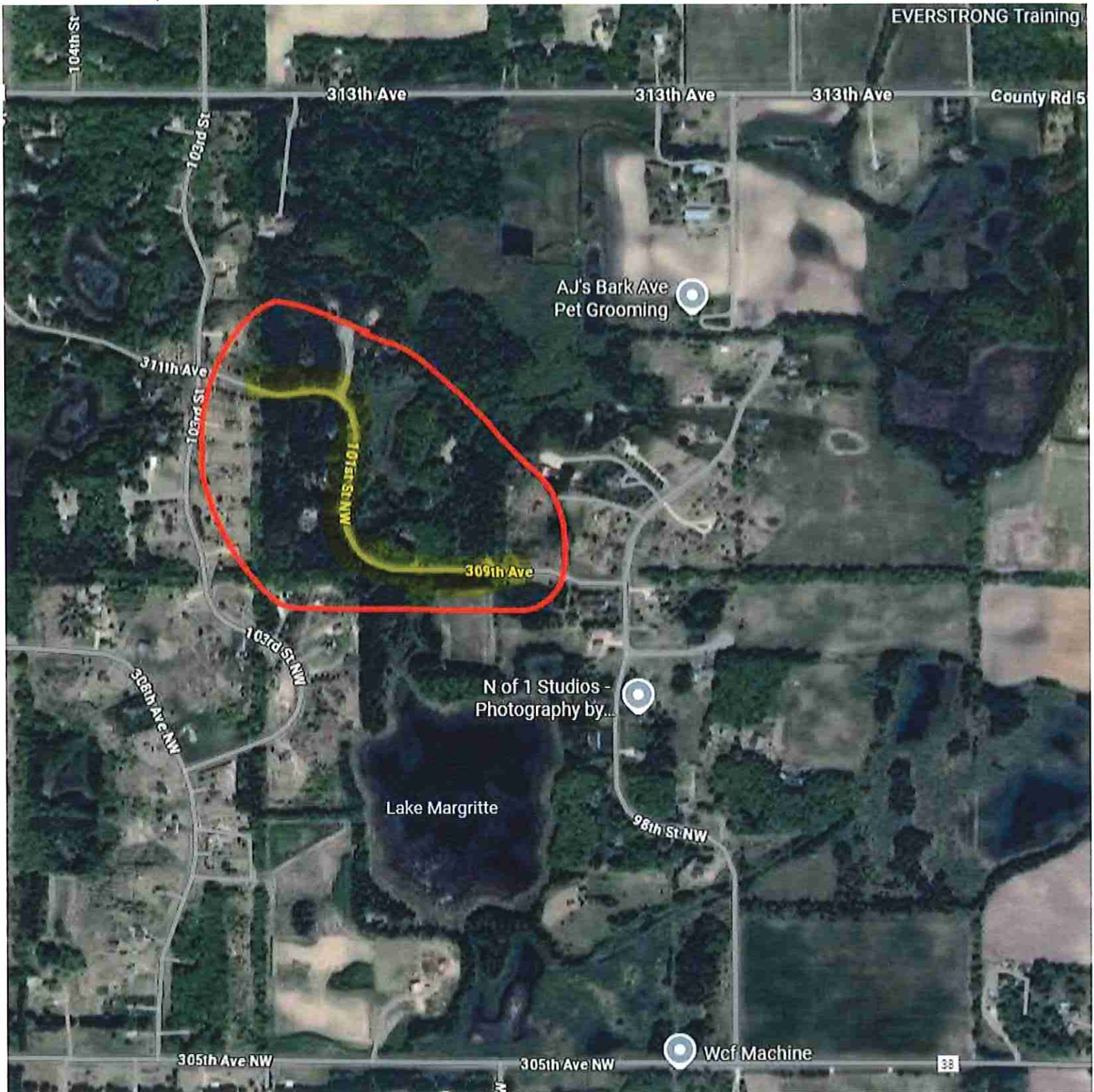
- 101st
- West Elk Lake Area

Thanks,
Zac

West Elk Lake



101st Street



2025-2026 SNOWPLOW DRIVERS

Zac Good

Phil Fadden

Alan Walker

Bob Sromek

Mark Otis

Lou Christan

Alternate

Jeff Craig

Joan Heinen

From: Baldwin Maintenance
Sent: Thursday, October 16, 2025 9:12 AM
To: Joan Heinen
Cc: Alan Walker; Tom Rush
Subject: FW: Winter parking sign posting - for consideration
Attachments: Old - Winter parking sign.jpeg

Hi Joan,

I spoke with Al, could you please add this to the agenda for Monday October 20th

Thanks,
Zac

From: Baldwin Maintenance
Sent: Tuesday, October 14, 2025 10:31 AM
To: Alan Walker <councilmemberC@baldwinmn.gov>
Cc: Tom Rush <councilmemberD@baldwinmn.gov>
Subject: Winter parking sign posting - for consideration

Talking Points for Council Discussion for updating winter Parking

- Existing winter parking signs reference an outdated ordinance. A new ordinance has been passed and should be reflected on replacement signs.

Suggested Implementation:

- Replace signs with new ordinance in areas where we've had historical concern.
- Priority Zones:
 - West Elk Lake - x 6
 - North Elk Lake - x2
 - Lake Diane - x3
 - South Sandy Lake - x2
 - North Sandy Lake - x2
 - East Sandy Lake - x2

Toatl: 17

- Requested order: 20 signs (3 for bench stock)
- CITY OF BALDWIN
NO PARKING ON ANY STREET
NOVEMBER 1 - APRIL 30
ORDINANCE NO. [110-6]

Thanks,
Zac

LIMIT
25

**NO
PARKING**
EITHER SIDE OF
THIS STREET
NOV 1-APR 15
ORDINANCE # 2003-01

Joan Heinen

From: Baldwin Maintenance
Sent: Thursday, October 16, 2025 2:23 PM
To: Joan Heinen
Cc: Tom Rush; Alan Walker
Subject: 2026 Chip Seal over Gravel Program – Discussion and RFP Coordination

Hi Joan,

I spoke with Al about this and he's in favor of adding these agenda items.

Al & Tom,

As the replacement of the stormwater concrete structures is anticipated to be completed before the spring of 2026, I'd like to begin coordinating next season's surface treatment planning for the Chip Seal over Gravel Program.

Proactively, I recommend reviewing the 2026 Chip Seal over Gravel Program with City Council to gain early direction and authorization to move forward with the planning and coordination of the RFP phase supporting the 2026 Chip Seal over Gravel Program. Doing so could help us secure more favorable pricing early in the 2026 construction season.

In addition, as part of the stormwater replacement work near South Sandy Lake, there's a line item for chip seal application that presents a few challenges this late in the year. I know that warranty coverage will not be available this late in the season, as September 15th is the cutoff date. One option available would be spray patching; however, that method isn't ideal for linear surface work and wouldn't result in a favorable finished product. City Council may wish to discuss how to proceed with this portion of the project, as one option would be to remove the small chip seal area from the current bid tab and include it in next year's Chip Seal over Gravel Program for better results and potential cost savings.

Agenda items requested under Public Works Report:

- Discuss 2026 Chip Seal over Gravel – West Elk Lake, South Sandy Lake, and Lake Diane areas
- Discuss coordination for RFPs for 2026 Chip Seal over Gravel Program
- Discuss deferring South Sandy Lake Stormwater project Chip seal requirements, for application in the spring of 2026.

Thank you,
Zac Good