



## BALDWIN CITY COUNCIL SPECIAL MEETING

DECEMBER 8TH, 2025

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

**Absent** – Alan Walker

**Also Present** – City Engineer; Sam Jochum and Shane Nelson from Hakanson Anderson

**Call to Order** – The December 8th, 2025, special meeting of the City of Baldwin was called to order by Mayor Jay Swanson at 7:02 p.m.

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

**Discuss/Recap of Meeting with Hakanson Anderson** – Shane Nelson spoke about 2 agenda items that were discussed between Hakanson Anderson, Mayor Swanson and Scott Case at a meeting on October 22<sup>nd</sup>, 2025. The two agenda items that were discussed were reasonable expectations of the City Engineer. The second agenda item was reasonable expectations for construction contracts. Nelson stated it is unreasonable to expect Hakanson Anderson to change the construction industry. The construction industry is very big and Hakanson Anderson has little influence on it. Nelson stated they also discussed the 305<sup>th</sup> Avenue project and how the project was done well to the average resident but doesn't feel the City Council felt the same. Other items that were discussed was the 278<sup>th</sup> Avenue patch/hairline cracks and the final payment to Knife River. Discussed unit price contracts for road projects and Nelson stated they are often utilized due to different site conditions and different surroundings. Another topic of discussion was that earthwork is a huge variable due to compaction factors. Nelson discussed why Hakanson Anderson decided to give their resignation back in October. Nelson stated he doesn't feel there is teamwork between the city and Hakanson Anderson. Some examples of the lack of teamwork is the Elk Lake Survey and the micro surfacing project. Nelson communicated that Mayor Swanson and Council Member Case requested Hakanson Anderson reconsider resignation and stated that they would be supportive in making changes to reestablish a relationship on a permanent or temporary basis.

Rush communicated that he is no longer road contact number 1 and asked if Hakanson has a problem with working with the City Council or Baldwin's Public Works Department. Nelson said that many cities have a city administrator and it's not normal for Hakanson to work with so many different opinions within a municipality. Nelson said this puts them in difficult situations. Nelson said that Hakanson Anderson has 3 Board of Directors and they specialize in Municipal Engineering. Case said that Hakanson would like one contact and not multiple staff or Council Members. Jochum said email is the preferred method of communication or a phone call could be made if the topic is time sensitive.

Case stated that a streamline chain of command should be used when dealing with the city. Case asked how other cities communicate with Hakanson Anderson and Nelson stated typically they deal with a City Administrator, Road Supervisor or the Clerk. Swanson stated that putting expectations into writing would be helpful. Rush stated that Hakanson Anderson should go through City Council Member Walker or the Public Works Supervisor, Good. Nelson stated that in road construction, there are change orders that the road supervisor should be able to approve right away. Case recommends that road projects have a construction approval amount to avoid special meetings. Holm stated that in the past, there was a contingency amount per project. This was a blanket percentage per project and Holm recommends discussing this with Baldwin's City Attorney.

**Discuss/Approve/Disapprove 2026 Road Projects** – Swanson discussed the 2026 road projects and what road projects should be done if 100<sup>th</sup> and 297<sup>th</sup> aren't ready. Nelson stated that reclaim and pave are best to do in 2026 because they are typically platted neighborhoods. The City Council and Engineers discussed 300<sup>th</sup> Avenue, 129<sup>th</sup> Street, 299<sup>th</sup> Street and 127<sup>th</sup> Street. Swanson discussed that there is about \$650,000-\$700,000 available funds for road projects in 2026. This would be without special assessments or bonding. Swanson asked how many miles got done for crack sealing in 2025 and Rush said 14 miles for \$150,000. Rush stated micro surfacing was \$50,000 due to plants being closed for the season. Nelson asked if 131<sup>st</sup>, 130<sup>th</sup> and 314<sup>th</sup> could be a consideration. City Council asked Public Works Supervisor, Good, his recommended of road projects and Good recommended 300<sup>th</sup>, 129<sup>th</sup> and 299<sup>th</sup>. **Holm made a motion** for reclaim and pave of 300<sup>th</sup> Avenue, 299<sup>th</sup> Avenue and 129<sup>th</sup> Street for 2026 road projects. **Case seconded the motion, motion carried.**

**Discuss Outstanding Projects** – Swanson asked for the status of the 278<sup>th</sup> culvert excavation. City Engineer, Jochum, brought the plan sets for this project to the meeting tonight. These will be discussed at the December 15<sup>th</sup>, 2025 City Council meeting.

**Discuss 100<sup>th</sup> and 297<sup>th</sup> Avenue Reconstruction Project Update** – Nelson stated that the LRIP applications will be submitted this week. The city will find out if they receive the grants in March of 2026. One of the scoring attributes is project readiness and 100<sup>th</sup> Street and 297<sup>th</sup> will get a higher score due to all the work already completed. Nelson stated that 303<sup>rd</sup> would have a high chance of receiving the grant due to the fire department, emergency service and benefits to a larger population. Nelson stated that plans for 100<sup>th</sup> Street and 297<sup>th</sup> Avenue have been submitted to MnDOT for state-aid review.

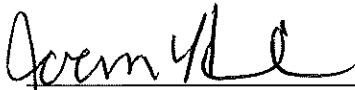
**Discuss Drainage and Stormwater Improvements – Project Areas: 284<sup>th</sup> Avenue, South Sandy and Lake Dianne** – Good spoke that South Sandy catch basin that is too small. There are low spots in this area and the recommendation of Public Works Supervisor, Good, is to do curb and gutter similar to 285<sup>th</sup> Avenue by Elk Lake. This would need to be done at Lake Diann as well. Swanson requested a budgetary amount from Hakanson Anderson for these two projects.

**Discuss Sinkhole Repairs** – Rush stated that 10 soil borings were done. Rush asked the engineers about 131<sup>st</sup>, 289<sup>th</sup>, Lake Diann Road and 138<sup>th</sup> Street. Swanson requested the engineers review the interpretations of the soil borings and get back to the City Council.

**Discuss Seal Over Gravel Program** – Swanson stated this cannot be discussed until the budgetary numbers for the 2026 road projects are finalized.

**Discuss Surface Treatment – 5 Year CIP Development** – Rush stated up to \$200,000 could be available depending on the budgetary numbers for the 2026 road projects.

**Adjourn** – Holm/Rush unanimous to adjourn at 8:35 p.m.



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



Approved By: (s/) ~~Jay Swanson~~  
~~Mayer~~ Tom Rush  
City of Baldwin Acting Mayor

Date

1/7/26

Attendees: Public Works Supervisor; Zac Good