

CITY OF BALDWIN
INFRASTRUCTURE COMMITTEE
Thursday, January 22, 2026 at 7:00 P.M.
Baldwin City Hall

- A. **Chair to Call to Order:**
 - 1. Pledge of Allegiance
 - 2. Roll Call
 - 3. Claim forms
- B. **Approval of the Agenda**
- C. **Approval of Minutes**
 - 1. Minutes of November 10, 2025 meeting
- D. **Committee Business:**
 - 1. Discuss deferred maintenance of existing buildings
 - 2. Discuss building plans and cost estimates for proposed buildings
 - 3. Discuss public information process
- E. **Schedule Next Meeting**
 - 1. February 26, 2026
- F. **Miscellaneous Information and Communications**
- G. **Adjourn by 9:00 P.M.**

Notes:

- 1. Five copies of the agenda and two copies of the packet materials are available for review by the public.
- 2. The meeting will be video and audio recorded for transcription purposes only.
- 3. This agenda does not claim to be complete and is subject to change.
- 4. A quorum of the City Council and Planning Commission may be present at this meeting.



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

MEMORANDUM

TO: Baldwin Infrastructure Committee

FROM: D. Daniel Licht

DATE: 22 January 2025

RE: Baldwin – Infrastructure; Existing Facility Estimates

TPC FILE: 269.01

BACKGROUND

The Infrastructure Committee is considering the feasibility of maintaining the existing City Hall/Public Works Building and Fire Hall. A major factor in this evaluation is undertaking necessary repairs to the existing structures to correct current deficiencies and risks. Once this information is known, it can be used as baseline information to repurpose and/or expand the existing buildings for continued City operations.

The Building Official has provided a report to the Infrastructure Committee outlining minimum repairs that should be undertaken to sustain the buildings for continued use. The Infrastructure Committee requested City staff obtain cost estimates for the repairs recommended by the Building Official.

City staff contacted Brunton Architects and Stahl Construction regarding this matter. Brunton/Stahl proposed to review the Building Official report, conduct a site visit, and provide cost estimates for the repairs identified by the Building Official for a fee of \$4,500.00 plus time and mileage for a site inspection and meeting with City staff. The City would incur additional costs for the City Planner and Building Official to assist Brunton/Stahl.

The City Council at their meeting on 21 January 2026 discussed the proposal from Brunton/Stahl and requested input from the Infrastructure Committee on whether to proceed.

Exhibits:

- Building Official Report

CONCLUSION

The Infrastructure Committee will discuss the quote from Brunton/Stahl on preparing cost estimates for repair of the existing City Hall/Public Works and Fire Hall buildings at its meeting on 22 January 2026. City. City staff requests that the Infrastructure Committee make a motion to recommend that the City proceed or not proceed with the proposed Brunton/Stahl scope of work. The City Council will consider the recommendation of the Infrastructure Committee at its meeting on 4 February 2026 and make a decision whether to proceed with the cost estimates from Brunton/Stahl.

c. Joan Heinen, City Clerk/Treasurer



April 30, 2025

Introduction. This report compiles corrections and improvements for the City of Baldwin's public buildings, based on an inspection conducted on April 14, 2025. It aims to ensure safety, accessibility, and maintenance, addressing issues identified at City Hall, Public Works, and the Fire Station. The recommendations are designed to meet federal and local standards, particularly for ADA compliance and fire safety.

Summary of Findings. The inspection revealed several areas needing attention, categorized by location. Key issues include structural deterioration, fire safety concerns, and accessibility challenges. The report provides specific corrections to address each, ensuring the buildings remain functional and compliant.

Recommendations.

- Prioritize protection of wood foundation at Public Works & City Hall building.
- Prioritize immediate replacement existing deteriorating Public Works salt building.
- Prioritize relocation of exterior fuel tanks from existing Public Works garage.
- Prioritize replacing the Fire Station's wood deck with non-combustible material for enhanced fire safety.
- Ensure all fire extinguishers are inspected and maintained for emergency readiness.
- Ensure all building addresses to be of 12 inch size visible from 128th Street NW.
- Address ADA compliance, such as installing proper signage and ramps, to meet accessibility standards.
- Upgrade Public Works garage doors to withstand higher wind speeds as required by local codes.

Report: Detailed Corrections and Improvements for City of Baldwin Public Buildings

Executive Summary. This report, prepared on April 24, 2025, summarizes the findings from the April 14, 2025, inspection of Baldwin City Hall, Public Works, and the Fire Station. The inspection identified several areas requiring corrections or improvements to ensure the safety, accessibility, and maintenance of these public buildings. Key issues include structural deterioration, fire safety concerns, ADA compliance, and necessary signage and structural adjustments. The report provides detailed recommendations for each issue to guide the necessary actions, ensuring compliance with federal and local standards.

Background. The inspection report, titled "City of Baldwin Public Bldgs. Inspection 041425.docx," details findings from an on-site evaluation of Baldwin's public buildings. Corrections aim to address immediate and long-term safety and accessibility needs. The report organizes issues by location: Public Works, Breezeway, City Hall, and Fire Station, with a focus on maintenance, safety equipment, and ADA compliance. To ensure accuracy, additional research was conducted on ADA standards, particularly for restroom signage and accessible routes, to align recommendations with federal guidelines.

Detailed Findings and Recommendations. The following table summarizes the issues and recommended corrections, categorized by location. Each correction is designed to enhance safety, accessibility, and compliance with relevant standards.

Location	Issue	Recommended Correction
Public Works	Foundation exposure & deterioration	Protect exposed foundation with weather guard.
	Salt building deterioration	Assessment of deterioration; plan immediate repairs or replacement to ensure structural integrity. Key requirements include structural integrity (wind & snow loads), proper ventilation to prevent corrosion, and measures to minimize moisture exposure of the salt. Additionally, the building must have an impermeable base and a cover to prevent precipitation from entering the salt storage area.
	Exterior fuel tanks relocation	Relocate existing fuel tanks to comply with combustible fuel and building separation.
	Garage fire extinguishers need attention	Inspect, replace, or recharge extinguishers; ensure proper mounting and accessibility.
	Garage service doors not rated for 115 M.P.H. winds	Upgrade doors to meet wind rating specifications per local building codes. Add horizontal struts to achieve required resistance.
	North-facing exhaust vent freezes	Repair or insulate vent to prevent freezing and ensure functionality.
Breezeway	Northwest hanging heater with Class B vents needs drip caps	Install drip caps on vents to prevent water ingress and damage.
	ADA restrooms require additional signage	Install ADA-compliant signage with Braille and tactile text, mounted at appropriate height per federal standards.
City Hall	ADA elevation issue between City Hall and Public Works old shop	Install ADA-compliant ramp or adjust flooring to meet slope and rise requirements.
	Exit sign at West door should be removed	Remove unnecessary exit sign to avoid confusion and comply with safety standards.
	Asphalt needs to be added at entry ADA ramp	Add asphalt to entry ADA ramp for improved accessibility and safety.
Fire Station	Roof gutters must be added at Northwest rear wall	Install gutters to protect gas meter and A.C. condensers from water damage.
	Rear wood deck must be replaced with non-combustible material	Replace wood deck with non-combustible material for enhanced fire safety, per building codes.

Location	Issue	Recommended Correction
	Handrail to second floor to return to wall	Install handrail return to wall at bottom of steps.
Fire Station	Door firestops throughout station should be removed	Remove firestops if obstructing door operation or unnecessary.
	Upper rear door to deck interior latch should be removed	Remove interior latch for smooth operation and safety.
	Emergency lighting must be repaired at upper rear door to deck	Install emergency lighting for visibility and safety during emergencies.

Analysis and Additional Considerations. For ADA compliance, research suggests restroom signage must include Braille and tactile text, mounted at specific heights, as outlined in federal guidelines (U.S. Access Board - Chapter 7: Signs). For the elevation issue, ADA standards for accessible routes require ramps to meet maximum slope and rise requirements, ensuring accessibility between buildings (U.S. Access Board - Chapter 4: Accessible Routes). These standards were applied to recommend appropriate corrections, ensuring legal compliance and accessibility for all users.

Fire safety recommendations, such as replacing the wood deck with non-combustible material, align with building codes to mitigate fire risks, particularly critical for the Fire Station. The garage door wind rating requirement (115 M.P.H.) as required by building codes. Contact of door manufacturer to achieve compliance will be necessary.

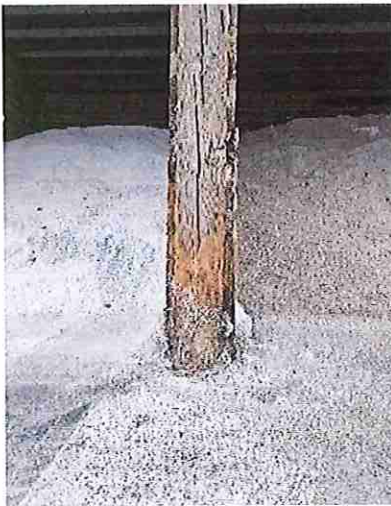
The evidence leans toward these corrections enhancing building functionality and compliance, though implementation may vary based on budget and local regulations. For instance, ADA compliance is non-negotiable for public buildings, but cost considerations may affect prioritization, such as addressing fire safety at the Fire Station first due to its critical role.

Conclusion. The inspection report identifies critical areas needing attention to maintain the safety, accessibility, and functionality of Baldwin's public buildings. Recommended corrections should be implemented promptly to address structural, safety, and accessibility issues, ensuring compliance with federal ADA standards and local building codes. Prioritizing fire safety at the Fire Station and ADA compliance in public areas will enhance overall building usability and legal adherence.

Recommendations:

1. Prioritize protecting existing wood foundation exposure at City Hall and Public Works building.
2. Prioritize replacing the Public Works salt storage building as the existing wooded building has become a structural liability.
3. Prioritize relocating existing exterior fuel tanks from existing Public Works garage as required.
4. Prioritize replacing the Fire Station's wood deck with non-combustible material due to fire safety concerns.
5. Ensure all fire extinguishers are inspected and maintained for emergency readiness.
6. Ensure all building addresses to be of 12 inch size visible from 128th Street NW.
7. Address ADA compliance issues, such as installing proper signage and ramps, to meet accessibility standards.
8. Upgrade Public Works garage doors to withstand higher wind speeds as required by local codes.
9. Install necessary signage and make structural adjustments as outlined in the table above.

Supporting Pictures. The following pictures support our findings, conclusion, and recommendations.



PUBLIC WORKS SALT STORAGE BUILDING DETERIORATION.



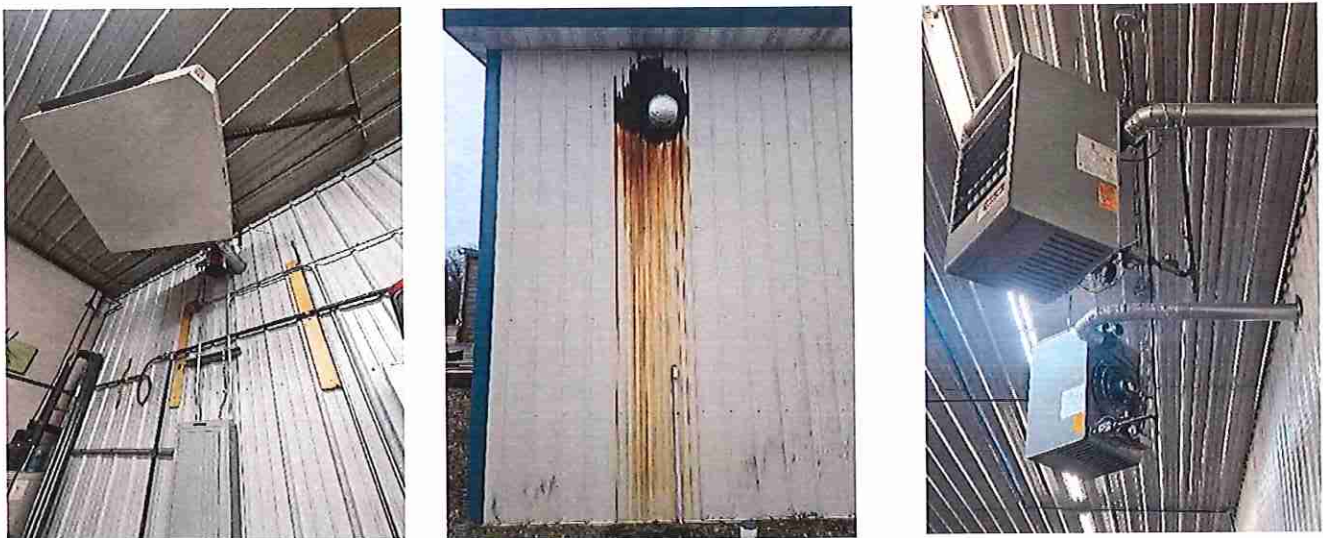
PUBLIC WORKS FUEL STORAGE TANKS.



PUBLIC WORKS VENT LEAKAGE & UNPROTECTED UTILITIES.



PUBLIC WORKS & CITY HALL UNPROTECTED FOUNDATION AND DETERIORATION.



PUBLIC WORKS HANGING HEATERS WITHOUT DRIP CAPS & LEAKING.



CITY HALL & BREEZEWAY ELEVATION ADA ACCESS ISSUES.



FIRE STATION REAR COMBUSTIBLE DECK.



FIRE STATION NON-COMPLIANT HANDRAIL, REAR EXIT DOOR, & DOOR STOPS.

By addressing these issues, the City of Baldwin can ensure its public buildings meet current safety and accessibility standards, fostering a safe environment for employees, residents and visitors.

If any question regarding this report, please contact me by phone at 763-360-4970 or by email at barry@rumrivercc.com

Respectfully submitted,

Barry L. Brainard
 Barry L. Brainard #BO01299
 Assistant Building Official
 Rum River Consultants

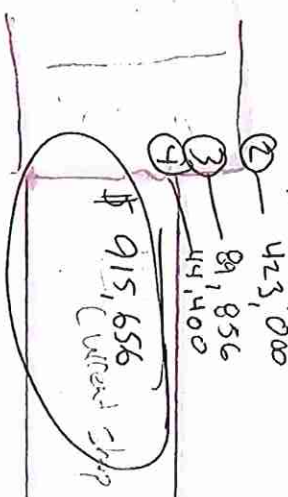
Totals include building shell, Interior liner, and concrete.
 + insulation 2-DHD size?

① ~~\$~~ 358,400

② 423,000

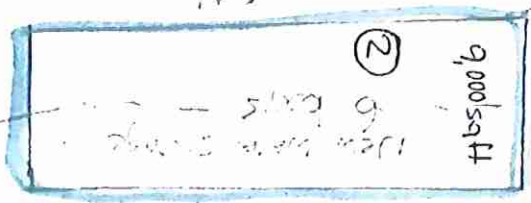
③ 81,856

④ 44,400

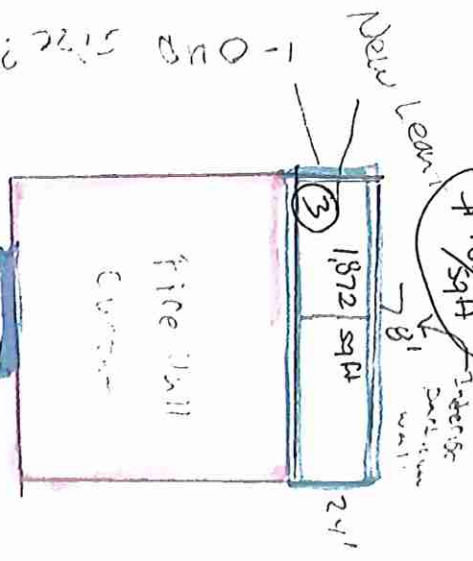


① New Shop
 80' x 20' side walls
 \$358,400

3-DHD size?
 3-DHD size?
 interior partition wall
 16' x 19' H. 15' W.



② New main storage
 60' x 15' side walls
 \$47/sq ft
 \$423,000



\$89,856
 \$48/sq ft
 2-DHD size?

\$74/sq ft
 26' x 30' = 780 sq ft
 \$44,400

Concrete \$10/sq ft of each total.