

UTILITIES COMMISSION

March 16, 2016

The special meeting of the Baxter Utilities Commission was called to order at 5:30 p.m. by Chairman Rock Yliniemi.

MEMBERS PRESENT: Commissioners Shawn Crochet, Dave Franzen, Doug Wolf, Council Liaison Mark Cross and Chairman Rock Yliniemi.

MEMBERS ABSENT: Commissioner Jack Christofferson.

STAFF PRESENT: Public Works Director/City Engineer Trevor Walter and Engineering Technician Doug Schultz.

OTHERS PRESENT: InSite Project Manager Mark Rykovich, WSN Consulting Engineer Aric Welch and SEH Consulting Engineer Scott Hedlund.

APPROVAL OF MINUTES

MOTION by Commissioner Crochet, seconded by Commissioner Franzen to approve the Utilities Commission minutes of March 2, 2016. Motion carried unanimously.

2016 MILL AND OVERLAY IMPROVEMENTS FEASIBILITY REPORT

WSN Consulting Engineer Welch reviewed the 2016 Mill and Overlay Feasibility Report. The City is improving various roadway segments within the municipal limits as part of the City of Baxter's ongoing pavement management program. Both residential and commercial roadways are scheduled for maintenance improvements in 2016.

Commercial roadways being reviewed as part of this report include segments of Clearwater Road and Woida Road. Residential roadways being reviewed as part of this report include all or a part of Cedardale Lane, Brentwood Road, Briarwood Lane, Birchdale Lane, Ashdale Lane, Second Street, First Street, Maplewood Drive, Kenwood Drive, Kenwood Court, Glenwood Drive, Madeline Drive, John Street and Mary Street.

In addition to maintenance of existing roadways, construction of a right turn lane for eastbound traffic on College Road wishing to travel south on Cypress Drive is also being reviewed.

Residential Area Improvements

All residential roadway segments within the project area are currently rural sections with surface drainage swales or ditches along the roadway edges. Zoning in the residential project predominately Low Density Residential (R-1) with some parkland areas and school property zoned Public Benefit (PB) and the Baxter Cemetery zoned Memorial Park/Cemetery (MS). The majority of these residential roadways were constructed between 1989 and 1991, with the exception of Briarwood Lane that was constructed in 1993 and a segment of Brentwood Road that was constructed in 1998. All residential roadway sections in the project areas were considered to be in "good" condition in 2013.

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Known bituminous surface problems or issues that need to be reviewed during design includes the following:

- Broken up pavement at the corner of Mapleton Road where the roadway turns from a north/south direction to east/west.
- Bituminous curbing on Ashdale Lane from First Street to Highland Scenic Road (CSAH 48).
- Drainage issue at 134113 Maplewood Drive.

The City of Baxter “Comprehensive Pavement Management System” conducted in 2013, recommended maintenance improvements to all roadways in the project areas to be done via milling and overlaying.

Commercial Area Improvements

The two commercial roadway segments, Woida Road and Clearwater Road, are currently urban sections with curb / gutter / storm sewer, located in busy commercially developed areas between TH 371 and Golf Course Drive. Zoning in the project area is Regional Commercial (C-2). Both roadways are currently on the State-Aid (MSAS) system. The segments of Clearwater Road and Woida Road in the project area were originally constructed between 20 and 25 years ago and considered to be in “fair” to “good” condition when reviewed in 2013. There are no known problems related to the storm water handling systems in the project areas.

Known problems or issues that need to be addressed during design includes the following:

- Storm Manhole on Clearwater Road has access number of adjusting rings.
- All storm sewer curb inlet casting need to be removed and replaced to prevent future roadway cave-ins due to water infiltration.
- Misc. cracked concrete curb & gutter needs to be replaced.
- Loop detectors on Woida Road need to be replaced.
- The upper sections of water valve boxes need to be replaced and adjusted.
- Sanitary sewer manhole castings and rings need to be reconstructed and sealed against water infiltration.
- Pavement markings on Clearwater Road need to be modified to accommodate proposed bank on the former Bonanza site.

In addition to the general maintenance recommendations provided with the 2013 Pavement Management Plan, Braun Intertec has been retained to conduct a pavement evaluation report for the existing pavement sections and subgrade immediately beneath the pavement. Ground Penetrating Radar (GPR) was utilized to determine thicknesses of the existing bituminous surfacing and supporting base layers. Pavement cores and auger borings were also used to verify pavement thicknesses and classify supporting base material.

Cypress Drive Turn Lane

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College Road is currently a 5-lane urban roadway and is the busiest corridor in Baxter with a 2011 Average Daily Traffic (ADT) count of 9,600 vehicles per day. As part of the City's long-range transportation plan, Cypress Drive is being developed as a north-south collector. As the Cypress Drive corridor is constructed, the intersection with College Road will need to be upgraded. Recently the City acquired additional property on the southwest quadrant of the College Road / Cypress Drive intersection. The acquisition of this property provides an opportunity for construction of a southbound right-turn lane from College Road to Cypress Drive.

Proposed Improvements

Proposed improvements include milling and overlaying all residential roadways within the project area. Milling is proposed to remove the top 1 ½" of existing bituminous surfacing and then overlaying with 2" of new bituminous surfacing. No options to complete FDR were considered for the residential roadways and the proposed improvements are as recommended by the 2015 Pavement Management Plan.

Other improvements in the mill and overlay area include the following:

- Reconstruct sanitary sewer manhole castings/rings and install water infiltration barrier.
- Replace and adjust the upper sections of water valve boxes.
- Full depth bituminous repair/reconstruction in the following locations:
 - Corner of Mapleton Road where the roadway turns from a north/south direction to east/west.
- Bituminous curbing on Ashdale Lane from First Street to Highland Scenic Road (CSAH 48).
- Ditching improvements at 13413 Maplewood Drive.
- Pavement markings in accordance with City standards for residential roadways.

Commercial Roadway Improvements

Two options were considered for improvements to the segments of Woida Road and Clearwater Road located in the project areas.

Mill and Overlay - Milling and overlaying the existing bituminous surface, as recommended in the 2013 Pavement Management Plan, is an acceptable State-Aid maintenance activity. However, any future reconstruction of a State-Aid roadway like Woida Road and Clearwater Road would require the roadway be constructed to 10-ton design standards. In acknowledgement of these requirements, the City of Baxter has determined that commercial roadways should meet 10-ton design requirements to better handle heavy commercial traffic commonly associated with commercial development and provide long-term benefit to commercial area property owners. The mill and overlay process does not repair problems associated with the poor or failing aggregate base or subgrade materials and areas with these types of concerns would need to be dug up and repaired prior to milling and overlaying. It should also be noted that milling and overlaying does not prevent reflective cracking from appearing in the new surfacing within a

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year or two of the overlay, creating negative public opinion and increased future maintenance costs. For these reasons, the mill and overlay process was not examined in any further detail.

Full Depth Reclamation – Full depth reclamation (FDR) uses a self-propelled pulverizing machine to grind the entire pavement section and a portion of the underlying gravel base material in place. This process destroys all existing pavement cracks and homogenizes the material into a useable aggregate base platform on which to pave a new bituminous surface. In an urban roadway section, it is necessary to remove and stockpile a portion of the material to make room for the bituminous pavement. Two lifts of bituminous totaling 4 ½ inches are then proposed to be placed on the reclaimed base material. The benefits of the FDR process include the elimination of reflective cracking, longer pavement life (typically 20 years with proper maintenance), improved ride, reduced maintenance costs and a resulting 10-ton design strength roadway meeting State-Aid and City requirements.

Other improvements in the full depth reclamation area include the following:

- Install a one foot manhole section on the storm sewer manhole on Clearwater Road.
- Replace all storm sewer curb inlet castings and install a water infiltration barrier.
- Replace misc. cracked concrete curb & gutter sections.
- Install new loop detectors on Woida Road.
- Replace and adjust the upper sections of water valve boxes.
- Reconstruct sanitary sewer manhole castings/rings and install water infiltration barrier.
- Install pavement markings on Clearwater Road in accordance with the WSB recommendation for the redevelopment of the former Bonanza site.
- Remove and replace entrance to former Bonanza site.

Cypress Drive Turn Lane

Proposed improvements to College Drive include removal of approximately 400' of the existing curb/gutter and trail along the south side of College Road and private parking lot pavement in the southwest quadrant of the College Road / Cypress Drive intersection. A new 12' wide right turn lane is proposed to be constructed with the 10' non-motorized trail relocated to accommodate the widened roadway section. Minor improvements to the existing storm sewer piping and structure geometry would be required to accommodate the widened road section. Two water services would also need to be extended to match the new configuration. Improvements to the private property would also be proposed to compensate for lost parking as a result of the proposed improvements.

Do Nothing Option

The do nothing option was considered as an option to all proposed improvements. Doing nothing does not promote preserving the existing roadway network via pavement management and does not prepare for future long-term transportation plans being considered by the City of Baxter.

MOTION by Commissioner Franzen, seconded by Commissioner Crochet to recommend City

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Council adopt Resolution No. 2016-XX approving the 2016 Mill and Overlay Improvements Feasibility Report. Motion carried unanimously.

2016 FAIRVIEW ROAD IMPROVEMENTS PLANS AND SPECIFICATIONS

SEH Consulting Engineer Hedlund reviewed the 2016 Fairview Road Improvements Plans and Specifications. Public Works Director/City Engineer Walter stated one property owner had some concerns regarding the easement he received in the mail and the City Council requested Mr. Hedlund contact the resident. A memo to City Council was requested on the outcome of the meeting.

Public Works Director/City Engineer Walter had no concerns with the plans and specifications and recommended approval and advertise for bids.

MOTION by Commissioner Crochet, seconded by Commissioner Franzen to recommend City Council adopt Resolution No. 2016-XX Approving the 2016 Fairview Road Improvements Plans and Specifications and direct staff to advertise for bids. Motion carried unanimously.

DEVELOPMENT AGREEMENT FOR 14230 DELLWOOD DRIVE

Public Works Director /City Engineer Walter reviewed the Development Agreement for Baxter, MN (14230 Dellwood N) LLC. Fire protection lines will need to be extended across Dellwood Drive which will result in the pavement being torn up on Dellwood Drive. Pavement will be required to be cut completely across from side to side by approximately 100-feet long in an effort to get compaction back in the excavation trench. The same pavement used in the 2015 Full Depth Reclamation of Dellwood Drive will be required to repair the roadway.

This is the standard agreement the City uses for watermain and sanitary sewer extensions for private improvement projects. Public Works Director /City Engineer Walter has no concerns with the agreement and recommends approval.

MOTION by Commissioner Franzen, seconded by Commissioner Crochet to recommend City Council approve the Development Agreement for Baxter, MN (14230 Dellwood N) LLC. Motion carried unanimously.

FIXED NETWORK WATER METER REPLACEMENT PROJECT

Public Works Director/City Engineer Walter informed the commission that City Council awarded the Fixed Network Water Meter Reading System Project contract to Dakota Supply Group in the estimated amount of \$883,841.33 at the March 15, 2016 City Council meeting.

Funding for the project included \$1.1 million dollars for the fixed network water meter reading system project, with funding coming out of from local option sales tax collections. Total project costs will be determined by actual quantities used based on bid unit pricing at the completion of the project.

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Public Works Director/City Engineer Walter stated the City will need to acquire some server infrastructure for storage of meter reading data, at a cost to be determined by the IT Director.

ADJOURNMENT

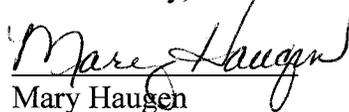
MOTION by Commissioner Crochet, seconded by Commissioner Franzen to adjourn the meeting at 7:00 p.m. Motion carried unanimously.

Approved by:



Rock Yliniemi
Chairman

Submitted by,



Mary Haugen
Administrative Assistant