



AGENDA

**Baxter City Council Work Session
March 21, 2017
6:15 p.m.**

1. MS4 Permit
2. Forestview Area Storm Water
3. 2017 Mill and Overlay and Full Depth Reclamation Improvement Project



MEMO

Date: March 15, 2017
To: **Baxter City Council**
From: Aric Welch
Cc: Trevor Walter, City of Baxter

Brainerd/Baxter
 7804 Industrial Park Road
 PO Box 2720
 Baxter, MN 56425-2720

218.829.5117
 218.829.2517

Brainerd@wsn.us.com

WidsethSmithNotling.com

Project Name: 2017 Mill and Overlay and FDR Improvements
Project No.: 0102B0390.000
Subject: **Project Improvement Questions**

A project kickoff meeting with City staff was held on February 14, 2017. Since then, the following tasks have been completed:

- Project walkthrough with Kevin Cassady.
- Removals have been field marked.
- Quantities have been field measured and calculated.
- Braun has completed Ground Penetrating Radar (GPR) and pavement coring study (results are not yet available). Scheduling this activity was difficult because GPR cannot be completed on roads covered in snow and ice.
- Preliminary plan sheets are complete.

During the preliminary stages of the project, several issues were identified that we feel need to be reviewed and addressed by the Council. These issues affect the design, project cost and associated assessments and should be clarified before completion of the feasibility report.

Baxter Drive Project Limits

The limits of construction on Baxter Drive, as indicated in the RFP, is from TH 210 to the southwest corner of Westgate Mall (Dunham’s Sports). The roadway continues north as a private road between the Westgate Mall and Mann Lakes 12 Theater with a connection to Excelsior Road.

In 2012, the City formally defined the public right-of-way and passed a resolution accepting the roadway south of the mall and associated maintenance (see attached resolution and drawing). The portion of the roadway lying north of the described public right-of-way was to remain private with a maintenance agreement between the two adjacent property owners. There is however a public ingress/egress easement over the private roadway portion of Baxter Drive.

Like the public section of roadway, the private section has deteriorated and is in need of improvement. The intersection with Excelsior Road is in particularly bad shape and, even though it is a private roadway, City crews have been dispatched to repair potholes behind the concrete valley gutter (inside the street right-of-way of Excelsior Road).

Question for the Council:

- Should the project team approach Westgate Mall and Mann Lakes 12 Theater to see if they are interested in expanding the limits of construction to include the private roadway?

ADA Pedestrian Curb Ramp Improvements

The existing ADA pedestrian curb ramp facilities on Baxter Drive were found to be non-compliant. In accordance with ADA and Section 504, any project for construction or alteration of a facility that provides access to pedestrians must be made accessible to persons with disabilities. FDR technically falls under the definition of alteration and therefore the pedestrian

facilities should be upgraded. It is our recommendation the City reconstruct all pedestrian curb ramp facilities with this project.

Questions for the Council:

- Should this work be added to the project?
- Would this be considered a City cost or assessed cost?
- Should we consider the construction of any other pedestrian facilities?

Please note, as outlined during the RFP process, our original scope of services did not include ADA pedestrian curb ramp alterations. Work associated with survey, design and construction of the ADA pedestrian curb ramp facilities will require additional engineering fees and amendment to our existing contract.

Baxter Drive Street Lights

There are four existing street lights located on the City portion of Baxter Drive (three on the west side and one on the east side). It appears that none of these lights are currently in operation. We are working with Holden Electric to determine where the power for the lights is coming from and who owns them. It is likely these are private street lights.

Questions for the Council:

- Should we work with property owners to repair/remove existing street lights?
- Should we install new City owned street lights with the project?

Goedderz Road and Dogwood Drive

Record drawings indicate these roadways were constructed with 5" aggregate base and 3" of bituminous (this will be confirmed with Braun's GPR and bituminous coring study). This section does not meet 10-ton design strength based on the existing traffic and use of the roadway. The recommended minimum 10-ton section is 6" aggregate base and 4" of bituminous.

Based on the existing street section and observed cracking patterns, we recommend the City complete FDR on these roadways vs. the planned mill & overlay. A mill & overlay will be difficult with only 3" of bituminous to work with and the result will not meet the City's goal of obtaining a 10-design strength on all commercial and industrial roadways.

Questions for the Council:

- Should we proceed with planned mill & overlay as recommended in the Pavement Management Plan?
- Should we utilize FDR and obtain 10-ton design strength?

Mail Box Supports

Based on our experience on last year's mill & overlay project, we recommend the City include replacement of all mail box supports on all future mill & overlay and FDR projects. Replacement of mail box supports is recommended for the following reasons:

- Mill & overlay and FDR requires partial removal of all mail boxes to allow the equipment to pass. Removal and replacement of the existing support can cause damage to the support and box. This can be limited by installing new supports at the beginning of the project. The standard swing away can remain in place during construction and be swung out of the way as the equipment passes by.
- Swing away supports reduce damage caused by City snow plowing operations.

Questions for the Council:

- Should we include new City standard swing away style mail box supports in all project areas?

Please review the issues noted above and provide direction on how you would like us to proceed.

Please note, our original scope of services did not include upgrading the private portion of Baxter Drive, ADA curb ramp alternations, street lights and FDR on Goedderz Road and Dogwood Drive. Work associated with survey, design or construction of these items may require additional engineering fees and amendment to our existing contract.

If you have any questions, please feel free to give me a call.

Aric

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RESOLUTION NO. 12-2/2-3
RESOLUTION REGARDING USE AND MAINTAINENCE OF BAXTER DRIVE

WHEREAS, there have been various dedications to the public and easements granted to the City for what is known as Baxter Drive lying between Excelsior Road and Highway 210; and

WHEREAS, in years past the City has maintained about the South half of said Baxter Drive but the remaining North half was vacated by the City in 1996 and since been maintained by the owners of Westgate Mall; and

WHEREAS, all property on the West side of this Baxter Drive is now redeveloping and the status and location of Baxter Drive should be clarified.

NOW THEREFORE, BE IT HEREBY RESOLVED by the City of Baxter, Minnesota as follows:

That the City of Baxter hereby accepts that portion of Baxter Drive as described below as a City street that shall be maintained by the City. That part of Baxter Drive lying north of the following described portion of Baxter Drive shall remain a private street and shall not be maintained by the City but will be covered by a private maintenance agreement between the two property owners.

That portion of Baxter Drive that shall be a public street is described as follows:

That part of the Southeast Quarter of the Southeast Quarter (SE1/4 of SE1/4), Section 5, Township 133 North, Range 28 West, Crow Wing County, Minnesota, described as follows: Commencing at the Southeast corner of said Section 5; thence North 02 degrees 45 minutes 40 seconds West, assumed bearing, along the East line of said Section 5, a distance of 351.33 feet to a point on the northerly right of way line of Trunk Highway No. 210 and Trunk Highway No. 371; thence South 71 degrees 39 minutes 14 seconds West, along said right of way line 503.78 feet; thence North 18 degrees 20 minutes 46 seconds West along said right of way line 20.00 feet; thence South 71 degrees 39 minutes 14 seconds West along said right of way line 100.98 feet to a point on the east line of the tract deeded to Foursome Enterprises by deed recorded as Document No. 46146 in the Crow Wing County Recorder's Office, which is 120.39 feet North 18 degrees 20 minutes 46 seconds West of the southeast corner of said Foursome Enterprises Tract, the point of beginning of the easement to be described; thence North 18 degrees 20 minutes 46 seconds West 870.00 feet along said east line of the Foursome Enterprise tract; thence North 71 degrees 39 minutes 14 seconds East 22.00 feet; thence South 18 degrees 20 minutes 46 seconds East 385.70 feet; thence South 33 degrees 56 minutes 53 seconds East 163.60 feet; thence South 18 degrees 20 minutes 46 seconds East 326.73 feet to said northerly right of way line of Trunk Highway 210 and Trunk Highway 371; thence South 71 degrees 39 minutes 14 seconds West 66.00 feet along said northerly right of way line of Trunk Highway 210 and Trunk Highway 371 to the point of beginning.

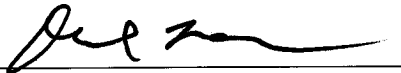
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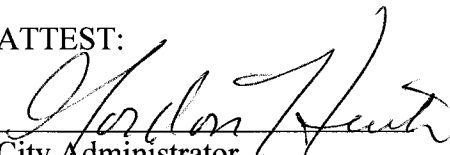
That part of said SE1/4-SE1/4 previously vacated according to the recorded document number 125713 on file in said Crow Wing County Recorder's Office.

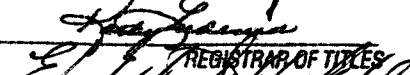

Dated at Baxter, Minnesota, this February 21, 2012.

CITY OF BAXTER, MINNESOTA

By 
Mayor

ATTEST:

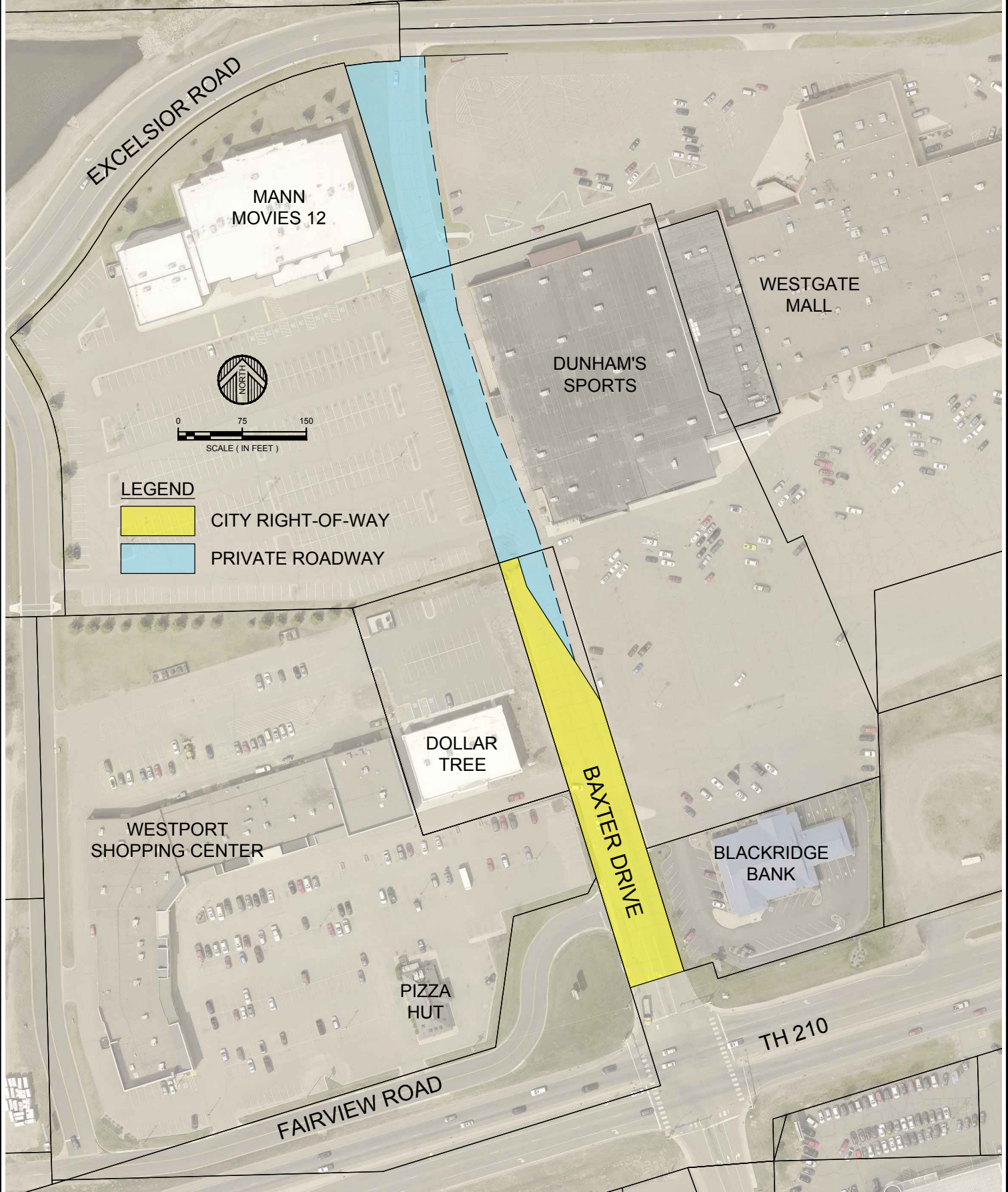

City Administrator

Certificate Number	91725
Vol.	306 Page 225
STATE OF MINNESOTA COUNTY OF CROW WING	} ss.
OFFICE OF THE REGISTRAR OF TITLES	
This is to certify that the within instrument was filed in this office on the 14th day of March A.D. 2012	
at	12 o'clock P M
By <u></u>	REGISTRAR OF TITLES
By <u></u>	DEPUTY

0215515

NOTES

1. BASED ON 2012 RESOLUTION AND DESCRIPTION.
2. INFORMATION DEPICTED ON THIS DRAWING IS NOT SURVEY GRADE.



LEGEND

- CITY RIGHT-OF-WAY
- PRIVATE ROADWAY