

BAXTER CITY COUNCIL MINUTES
Work Session
January 16, 2018

Mayor Darrel Olson called the Work Session to order at 6:00 p.m.

Council Members Present: Mayor Darrel Olson, and Council Members Steve Barrows, Todd Holman, and Mark Cross

Council Members Absent: Council Member Quinn Nystrom

Staff Present: City Administrator Bradley Chapulis, Public Works Director Trevor Walter, Community Development Director Josh Doty, and Assistant City Administrator Kelly Steele

1. 2018 Cypress Drive Improvements Project Professional Services Contract Amendment

Scott Hedlund, consulting engineer with SEH, explained several additional items beyond the original contract were added by the city or resulted from the rail road. These items are triggering the requested contract amendment. The proposed contact amendment is for \$143,876.00. Future land use items are included in the amendment.

2. 2018 Cypress Drive Improvements Project Final Plans and Specifications

Discussion to consider shutting down Excelsior Road and College Road and using a detour route for the construction of the College Road and Excelsior Road roundabouts.

Mr. Hedlund explained this item is to review the plans and specifications prior to council approval on the regular council agenda. The plan review and comments has been submitted to the MnDOT for 30%, 60%, and 95% review. Mr. Hedlund has received the 95% comments back today, so the remaining submittal would be for the final plans and would potentially only have minor changes. Tonight Mr. Hedlund is looking for council approval to keep the project moving forward. Mr. Hedlund explained there is a memo in the packet discussing project staging.

Mr. Hedlund summarized the proposed improvements as previously reviewed with the council. Mr. Hedlund explained generally the project boundaries north of the railroad track are scheduled for completion in 2018 and project boundaries south of the railroad track are scheduled for completion in 2019. The project would be completed in phases with intermediate completion dates and penalties.

Mr. Hedlund discuss the construction of the roundabouts. The Utilities Commission recommended the closure of the intersections for a fixed period of time in order to complete the project with a faster schedule. Regardless of which option the council selects, property access will always be maintained. However, there will be a few short periods of disruptions that will be coordinated with the property owner. MnDOT is requiring time of day of day of the week restrictions for work which restricts lanes on TH 210. These restrictions would require night work. The Golf Course Drive intersection would remain open until the Cypress Drive and TH 210 intersection is open. The project would be phased to limit disruptions. Cypress Drive and TH 210 would be a three-legged intersection the first year as it would not have the railroad track crossing.

Bids would be open June 1, with construction to start in late June. The goal is to open Excelsior Road by Labor Day.

The Council expressed concerns with closing the roadways. Mr. Hedlund estimated the closures would last for 6 weeks. Reducing the project time increases the project cost. Mr. Hedlund recommends closing the roadway for a faster construction period. If the roadways were not closed for construction, the estimated construction time would double. Mr. Hedlund would provide an informational letter to property owners if the council decides to close the roadway for construction. The roads would be closed to through traffic but would be open to business access.

The consensus of the council was to support the recommendation of Mr. Hedlund and the Utilities Commission to close the roadways during construction to provide for a faster construction period and less disruption to property owners.

3. 2018 Mill & Overlay and Full Depth Reclamation Improvements Project Feasibility Report Review

Chuck Rickert, consulting engineer with WSB, explained the draft feasibility study was reviewed by the Utilities Commission and is scheduled for council approval in February. There are five different project areas; five residential areas and two commercial areas.

Cedar Scenic Road is a rural section with road widths between 20-22'. The pavement is in very poor condition. The adjacent wetlands are causing saturated soils below the pavement section. The roadway was found to have between 4-5" of bituminous.

Circle Pines Road was constructed in 1993 as a rural section. The road width is approximately 26' and has between 2-3" of bituminous.

Emily Drive area was constructed in 1996 as a rural section. The road width is approximately 26' and has approximately 3" of bituminous.

Flintwood Drive was constructed in 1998 as a rural section. The road width is approximately 26' and has approximately 2-4" of bituminous. The existing pavement did not last 20 years. Mr. Rickert questioned if it is fair to assess property owners for a full depth reclamation when the project was originally scheduled for a mill and overlay. Property owners were notified the project would be a mill and overlay.

Parkwood Drive area was constructed in 1997 and 1998 as a rural section. The road width is approximately 26'. The road has approximately 2-4" of bituminous.

College Road was last improved in 2000 as an urban section. The road width is generally 65' with some varying sections. The bituminous is between 3-5".

Baxter Drive was constructed in 1985 as an urban section. The road is approximately 40' wide and has between 3-4" of bituminous.

The report proposes to mill 1-1/2" of pavement and replace with 2" of pavement on Circle Pines Road, Emily Road, Emily Circle, Kelly Drive, Kelly Circle, Parkwood Drive, Parkwood Court, and Wedgewood Drive.

Flintwood Drive and College road are proposed to be a full depth reclamation. Baxter Drive and Cedar Scenic Road are scheduled for a partial reconstruct. Baxter Drive would have storm sewer replacement.

All areas are currently served with city water and sanitary sewer with the exception of the Cedar Scenic Road area. As part of these improvements, all gate value box top sections within the project area are to be replaced. City staff will be inspecting all manholes and catch basins within the project area. Those needing repairs will be added to the project to be reconstructed as needed. The remaining storm sewer improvements from the 2002 Kentwood Drainage Improvements Project have also been included in the study to be completed. An 18" storm sewer pipe, from the pond on College Road, is also proposed as part of these improvements for a future project to provide an outlet to that pond.

Currently, as a worst-case scenario, all the curb and gutter along College Road has been included for removal and replacement. There may also be repairs needed on the existing trail. A visual survey of the project area will be conducted when the weather allows.

Cedar Scenic Road has three options. Option one would be a 26' road section with 12' drive lanes, 1' shoulders, and 3:1 side slopes to minimize wetland impacts. Option two would be a 40' road section with 12' drive lanes, 8' shoulders, and 3:1 side slopes. Option two would result in greater wetland impacts and would cost an additional \$100,000 to construct. Option three would be a 26' road section, 12' drive lanes, 1' shoulders, 3:1 side slopes to minimize wetland impacts, and a separated trail. Option three is unlikely to get permitted through the DNR. Mr. Rickert inquired how the council would like to move forward with the Cedar Scenic Road. At this time, the separate trail is not recommended as there is nowhere to connect the trail. The location of the culvert is likely the cause of the roadway dip. The Council discussed the future of a trail connecting to East Gull Lake.

Baxter Drive will require acquisition on two parcels to complete the project. Cedar Scenic Road will require easements if the 40' road option is selected and will require fill into the wetland onto private property.

The total project cost is estimated to be \$2,127,123.02. Special assessments are estimated to fund 55.9% of project cost with the city picking up the remaining 44.1%. Mr. Rickert reviewed the proposed project schedule. The full depth reclamation assessment for Flintwood Drive would be approximately \$6.00 per square foot more than a mill and overlay. Mr. Rickert inquired if the council wanted to go with a full depth reclamation cost for Flintwood Drive or a mill and overlay. If assessed as a mill and overlay the city would cover the difference. The typical life expectancy of a full depth reclamation is 30-40 years, so this improvement is ten years sooner than expected. The council inquired what the flaw is in the system to determine the improvement method. The property owner notification process should be improved to provide the correct notice. Public Works Director Walter explained the 2016-2017 winter was a bad winter and caused problems to the roadway. A new paver rating should have been completed. Public Works Supervisor Kevin Cassidy and Public Works Director Walter did not

notice the poor pavement condition on Flintwood Drive until last summer when completing the work on the lift station.

Mayor Olson explained that due to the time, the discussion will be continued during the regular council meeting.

ADJOURN:

MOTION by Council Member Barrows, seconded by Council Member Cross to adjourn the council work session at 6:57 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator